



JHARKHAND RENEWABLE ENERGY DEVELOPMENT AGENCY (JREDA)
3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002.
Ph.No: 2491161, Fax No: 0651-2491165
Web site: www.jreda.com, E-mail: info@jreda.com

Notice Inviting Bid

NIB No. 01/JREDA/Vehicle/2015-16

Bids in duplicate are invited from financially sound supplier/firm/agencies having experience of similar nature of work for the following:

Name of the work	Estimated Annual Cost of Hiring Vehicle	Earnest Money Deposit (In Rs.)	Cost of Tender Document Non-refundable (In Rs.)	Last date and time for submission of tender	Date and time of opening the tender
Supply of light motor vehicle on hire basis for office work under JREDA.	Approx. Rs. 8.00 lacs	Rs. 16000.00	Rs. 1250.00	19.05.2015 up to 3.00 PM	19.05.2015 at 4.00 PM

Terms & conditions:

1. Tender documents can be purchased from the office of the undersigned during office hours on any working day till the day before submission of the tender after depositing the cost of Tender document (Non-refundable) in the shape of Bank Draft in favour of Director, JREDA payable at Ranchi. Tender document can also be downloaded from JREDA Website (www.jreda.com). In that case the cost of the document in the form of DD is to be enclosed with the technical part of the bid.
2. No postal request for issue of Tender document will be entertained.
3. The tender must be accompanied with the Earnest Money Deposit (refundable) in shape of Bank Guarantee or Demand Draft issued from any Indian nationalized/scheduled bank in favour of Director, JREDA payable at Ranchi. Proof of EMD must be attached with tender documents otherwise the tender will be rejected without assigning any reason thereof.
4. The undersigned reserves the right to issue the tender document /extend the date of sale/submission of tender/opening of tender and cancellation of tender without assigning any reason thereof.

Director,
JREDA, Ranchi.



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GENERAL TERMS AND CONDITIONS

Sealed tender is invited from supplier/firm/agencies for supply of following vehicles on hire having prerequisite condition as detailed below:

1. The type of vehicle which may be required for engagement is as follows with the minimum mileage as detailed below:
 - (a) Maruti Van/Sumo VICTA (Petrol/Diesel) 01 No.14 KM/liter
 - (b) Tata Indigo (Diesel) (AC) 01 No.10 KM/liter
 - (c) Maruti SX-4/ Hyundai Verna and equivalent segment vehicle with AC (Petrol/Diesel) 01 No.10 KM/liter
2. The bidder should be financially sound.
3. The bidder should have a certificate of qualifying requirement for the work under above. For this the bidder will have to submit the duly attested photocopies of the following documents of the vehicles and drivers at the time of providing vehicles:
 - (a) Owner Book (Certificate of Registration).
 - (b) Documents of registration as TAXI/Commercial Vehicle.
 - (c) Quarterly tax Token-receipt of the vehicle in form no 51/46 as per section 4 (1.2) and 6 of Motor Vehicle Act having it's validity as on the date of submission of the tender document. (Note: Annual tax only on account of the conversion as seven seated will not be accepted).
 - (d) Insurance of the vehicle should be done under Comprehensive Insurance Policy.
 - (e) Fitness certificate issued by Motor Vehicle Inspector in form no. 38 as per the rule 62 (iii) of Central Motor Vehicle Rule 1989 having it's validity as on the date of supplying the vehicle.
 - (f) Road permit for applying (each vehicle) in the State of Jharkhand issued by the competent authority.
 - (g) Driver's driving license number including the batch number for driving commercial vehicle.
 - (h) Police verification report of the driver.
4. All papers of the vehicle engaged shall be up to date during the tenure of the work order. Duly attested copies shall have to be submitted at the time of providing the vehicle.
5. The Maintenance (including supply of lubricant like Mobil, Break Oil, Coolant, and Distilled water etc.) is to be carried out by the supplier and if any complaint is received the vehicle shall be disengaged immediately. No charges will be paid for the day of disengagement and supplier will have no claim arising out of such discontinuation of the vehicle. **The required fuel (diesel / petrol) will be supplied by JREDA at its own cost.**

6. The vehicle to be supplied should be in good condition. However latest models will be preferred.
In no case bid for vehicle of model before 2013 will be entertained.
5. The Drivers will be provided by the supplier for round the clock duty including Sundays & other holidays and in event of holidays/weekly off days of any driver he should be substituted by the supplier at their own cost. The supplier will have no supplementary claim for that.
6. JREDA will not be liable for any compensation arising out of any accident caused by the driver/vehicle to third party. Supplier will be whole & sole responsible for any legal matter arising out of the vehicle and driver.
7. The payment of the driver will be made by the supplier.
8. JREDA will not be liable for adjustment of any outstanding dues with engaged vehicles.
9. The rate should be clearly indicated in words as well as in figures on monthly basis. Quoted rate should be separately for all the vehicles. No any further enhancement will be considered arising out of any taxes or duties during the tenure of the work order. The successful bidder will be paid service tax extra on production of paid up receipt against the order. The financial rate should be submitted as per Proforma given at **Annexure-2.**
10. The rate quoted/awarded will be firm & valid for one year from the date of award of the order which may be further extended for a maximum of three months or mutual agreement between the party & JREDA based on the performance. No any rate enhancement of any taxes / duties during work order tenure shall be entertainable.
11. The payment will be made on monthly basis against the supplier's bill in triplicate. The deduction out of the bill shall be made for ½ days for any absence exceeding 4 (four) hours but less than 08 hours and for a full day for any absence exceeding 8 (eight) hours.
12. The supplier will be responsible for any act or characters of the driver engaged by them and in the event of any adverse remark against him he will be liable to replace him immediately by another driver having valid driving license as per the term and conditions of the NIB. Supplier shall indemnify bond against any losses caused by driver and vehicle supplied by them and make good to the losses as decided by JREDA.
13. The bidder will have to submit copy of commercial registration certificate of the vehicle, PAN registration & service tax registration certificates with the bid as per checklist as given at **Annexure-1.**
14. The supplier will have to comply all the acts stated hereunder and shall indemnify JREDA against all losses/penalty imposed to the deptt. as a Principal Employer for non compliance of the said act by the supplier VIZ.
 - a. The Contract Labour (Regulation and Abolition Act 1)
 - b. Minimum wages Act
 - c. Any other Act/law applicable for such type of work.
15. The drivers will be ensured by the supplier for the complete period of work contract.
16. All taxes and duties will be included in the amount. The bidder will have to submit an affidavit furnished before the Executive Magistrate to the effect of compliance of the various labour laws regarding payment of drivers and the duty hours of individual drivers engaged by them.

17. JREDA reserves the right to issue/reject the tender document, extend the date of sale/submission of tender/ opening of tender, cancellation of tender without assigning any reason thereof.
18. The rates must be quoted on monthly basis and daily basis separately including all taxes.
19. No. of vehicles to be engaged may vary as per actual requirement of JREDA. Bidder may quote for either or all vehicles at their convenience. Generally Vehicle will be engaged on monthly basis, however, in case the Vehicle is required by JREDA for few days only, then payment will be made on daily basis rate.
20. The successful agency will have to enter into agreement and have to submit Security Deposit @ 3% in addition to the 2% EMD for the tenure of the agreement.
21. Vehicles will be provided by the supplier within 03 days of awarding of order.

Note: Technical & Financial Bid should be submitted in separate envelope with sealed & super scribed as "Technical Bid for supply of Vehicle" and "Financial Bid for supply of Vehicle "respectively and both the Bid parts should be sealed in third envelope duly superscribed NIB no./Subject/Bidder's name & address.

Agreed and accepted the above terms and conditions

(Signature & Seal of the Firm/ Agency/ Supplier)



NIB No. 01/JREDA/Vehicle/2015-16

Check list

Sl. No.	Particulars	Yes/No
1	Confirm whether copy of Owner Book (Certificate of Registration) is enclosed with the technical bid.	
2	Confirm whether copy of Commercial Registration of Vehicle is enclosed with the technical bid.	
3	Confirm whether copy of quarterly tax token-receipt of the vehicle with the technical bid.	
4	Confirm whether copy of valid insurance papers of the vehicle is enclosed with the technical bid.	
5	Confirm whether copy of fitness certificate issued by Motor Vehicle Inspector in Form no. 38 of the vehicle is enclosed with the technical bid.	
6	Confirm whether copy of Service tax Registration have been submitted with the technical bid.	
7	Confirm whether copy of PAN Card has been submitted with the technical bid.	

(Signature & Seal of the Firm/ Agency/ Supplier)



Financial Bid

NIB No. 01/JREDA/Vehicle/2015-16**(A)**

Sl.	Name of vehicle	Qty.	Rate per month (Rs.)			
			Cost of driver	Rent of vehicle	Total Cost	
					In Figures	In Words
1.	Maruti Van/Sumo Victa (Petrol/Diesel)	01				
2	Tata Indigo (Diesel) (AC)	01				
3	Maruti SX-4/ Hyundai Verna and equivalent segment vehicle with AC (Petrol/Diesel)	01				

(B)

Sl.	Name of vehicle	Qty.	Rate per day (Rs.)	
			In Figures	In Words
1.	Maruti Van/Sumo Victa (Petrol/Diesel)	01		
2	Tata Indigo (Diesel) (AC)	01		
3	Maruti SX-4/ Hyundai Verna and equivalent segment vehicle with AC (Petrol/Diesel)	01		

Note : The above quoted rate is inclusive of all taxes & duties, but exclusive of service tax as applicable.

Agreed and accepted the above terms and condition

(Signature & Seal of the Firm/ Agency/ Supplier)