

Gujarat State Aviation Infrastructure Company Limited
A Govt. of Gujarat Undertaking
GUJSAIL Complex, Nr. Torrent Sub Station
SVPI Airport, Ahmedabad- 380 003

Dated 21/02/2019

NOTICE INVITING SHORT TENDER

No. GUJSAIL/Vehicle/2019-2020

Sub: Hiring of Vehicles Viz. Mahindra XUV 500/Innova or any other equivalent models of vehicle for official use of the Flight Operation Section in the Gujarat State Aviation Infrastructure Company Limited (GUJSAIL), A Govt. of Gujarat Undertaking.

Sealed quotations are invited from reputed Agencies for Mahindra XUV 500/Innova or any other equivalent models of vehicle for the official use in Ahmedabad /Gandhinagar region or based on the requirement of the Flight Operation division by GUJSAIL. The minimum requirement of the GUJSAIL is 01 no. of vehicle with provision of additional requirement in future.

Submission of bids should be as per two bid system i.e. Technical Bid and Financial Bid separately in two different sealed envelopes. These envelopes should be super-scribed "Financial Bid" and "Technical Bid" and put inside a bigger envelop which will be super-scribed with the words, "TENDER FOR HIRING OF VEHICLE" on the top of sealed cover addressed to the Chief Executive Officer, Gujarat State Aviation Infrastructure Company Limited (GUSJAIL), A Govt. of Gujarat Undertaking, GUJSAIL Complex, Nr. Torrent Sub Station, SVPI Airport, Ahmedabad. The last date of submission is February 28,2019 up to 1810 hours.

The earnest money of Rs. 15,000/- (Rupees Fifteen Thousand only) in the form of a demand draft in favour of Gujarat State Aviation Infrastructure Company Limited must be attached with the Technical bid. The EMD is refundable to the each bidder only the successful bidder will need to submit the Security deposit of 10 % to the total contact value of hiring period i.e. 06 months for releasing the EMD Amount. The Selected bidder may pay the difference amount as part of the security deposit if he does not want to refund the EMD amount.

The Tender fee of Rs.1500/- in the form of a demand draft in favour of Gujarat State Aviation Infrastructure Company Limited must be attached with the Technical bid. The fee is non-refundable.

The tenders/quotations received incomplete and/or filed after the due date and time shall be summarily rejected. The parties who wish to be present at the time of opening of Tender/Quotation may represent themselves or authorize their representatives with an authority letter. The CEO, GUJSAIL reserves the right to accept or reject any or all tenders without assigning any reasons.



Terms & Conditions of service are as follows:

- a. The vehicles should be in good condition and conform to the relevant motor vehicles rules. The vehicle should be fully upholstered and provided with all other necessary comforts and facilities. The firm would have to provide well-furnished cars having unambiguous, registration nos. etc. the details of which will have to be intimated to GUJSAIL.
- b. In case, condition of the car is not found to be satisfactory, the same would be returned for immediate replacement and in any case, the vehicles should not be of more than Five years old and should not have covered more than 65000 kms.
- c. Dedicated vehicles must be provided to the GUJSAIL for entire period of 06 months.
- d. The driver will be provided by the GUJSAIL.
- e. The vehicle is remain with the GUJSAIL in its premises during the period of hiring i.e. 06 months.
- f. The owner/any responsible person should have own direct telephone (Office as well as residence) and should be available also on mobile phone so that he is able to attend calls in case of emergency.
- g. As these vehicles are to be used by the senior officers , flight operation division and also for some general purposes of the GUJSAIL , the firms should ensure that all the necessary documents (Registration Certificate, Insurance paper, PUC etc.) are in the personal custody of the licensed drivers.
- h. The earnest money shall be refunded to the unsuccessful bidders after finalization of the contract. It shall be refunded to the successful bidder on receipt of performance security.
- i. The contract would initially cover a period of six months from the date of commencement. T
- j. he period of the contract may be extended on request by the firm, on the same rates, terms and conditions, provided the requirement of GUJSAIL persists at that time and subject to qualitative assessment of the performance of the firm by the competent authority in the GUJSAIL.
- k. The GUJSAIL is not bound to award the work to the lowest bidder. All other requirement mentioned above would be considered while awarding the work. The quotes of those agencies which do not possess the required experience, required number of cars etc. are liable to be rejected.
- l. The competent authority in the GUJSAIL reserves the right to withdraw/relax any of the terms and conditions mentioned above so as to overcome any problem that may arise at a later stage.
- m. Tender, incomplete in any form, is liable to be rejected outrightly.
- n. After submission of the bids, no bidder will be allowed to withdraw, otherwise the EMD submitted by the bidding firm would stand forfeited.
- o. The vehicle must be fully insured and must have valid pollution control certificates.
- p. The quotation will be rejected summarily in absence of following:
 1. PAN No.
 2. GST No of registered agency.



3. EMD of DLY Vehicle registrations.
 4. The vehicle is not more than 05 years old.
- q. Cost of annual comprehensive insurance of the vehicle and all repairs major or minor shall be met by the successful bidder only.
 - r. The rates quoted should be exclusive of GST and any other taxes or levies.
 - s. Applicable taxes would be deducted at source. Charges towards Toll & parking would be reimbursed as per actual.
 - t. The contract may be terminated by either of the parties through written intimation by serving 30 days notice or paying one month vehicle rent in lieu of notice either of the parties.
 - u. If the escalation in the diesel price will be increased beyond 01 rupees, the difference of the price will be reimbursed to the bidder in case of increased, if decreased the same will be not applicable as the rate is called for fix monthly 2500 kilometer.
 - v. The price at the time of work order will be calculated as a Base price for the escalation. The payment will be made $(\text{Present Fuel Price} - \text{Earlier Fuel Price} / \text{Base Price}) \times \text{number of kilometer for the particular month}$.

Requirement of Vehicles:

- The firms should have the capacity of repairing their vehicles in a short time.
- The said vehicle is required 24*7 and remain in the GUJSAIL premises during the tenure of 06 months.
- The successful bidder will have to deposit a Performance Security Deposit @ 5% of total annual contract value as mentioned in this document.

Terms of Payment:

- The earnest money shall be refunded to the unsuccessful bidders after finalization of the contract. It shall be refunded to the successful bidder on receipt of performance security.
- Pan Number, GST Number and or other tax registration number should be printed on the bills raised by the Firm. Bills (typed) in connection with service shall be submitted to this office within the 01st week of each month along with the copy of the register (log book).
- Expenditure on account of claims arising out of accident, challans for traffic violations etc. will be borne by the service provider.
- Actual parking charges will be payable along with the monthly bills, upon submission of the parking/tax, bills.
- In case the agency fails to provide vehicle for a particular duty etc., vehicles will be hired from other sources and the difference between the approved rate and the rates of other source will be recovered from the subsequent bills of the agency. Same will apply in case the agency fails to provide an alternate vehicle in case of breakdown etc.
- The driver deployed by the GUJSAIL .



Penalty Clause:

- If the vehicle is not available during the requirement except the routine services or any major repairing issue , a penalty of Rs. 400 will be levied on each occasion and deducted from the subsequent bills. However, if a particular vehicle is found to be habitually due to any reason such vehicle will be required to be immediately replaced with another vehicle The decision of the competent authority in GUJSAIL will be final in this regard.
- In case of dispute of any kind and in any respect whatsoever, the decision of the competent authority in the GUJSAIL shall be final and binding.

Tender For Hiring Of Vehicle For The Period Of 06 Months

Sr. No.	Particular	Details to be filled up by the agency
1	Name of Agency	
2	Address with Phone number (Registration Proof Attached)	
3	PAN No. (Copy attached)	
4	GST No. (Copy attached)	
5	Year and Make of Required Car (Preferably Black Colour)	
6	Tender Fee DD No. DD Date Bank Name	
7	EMD Fee DD No. DD Date Bank Name	
8	Year of establishment	
9	Experience (attached proof)	



I have read the general terms and conditions of this tender notice and have understood same. I hereby agree to abide by general terms and conditions of this tender/notice.

Name & Signature of the Bidder

Date:



Financial Bid

Sr. No.	Description	Rate in INR without taxes.
1	Fixed monthly charges for run of 2500 Kms. (Including Fuel, Insurance, Repairing, Maintenance but excluding driver)	
2	For every extra kilometers beyond 2500 kms.	

I have read the general terms and conditions of this tender notice and have understood same. I hereby agree to abide by general terms and conditions of this tender/notice.

Name & Signature of the Bidder

Date:

Note:

- (i) The technical and financial bids must be submitted separately mentioning on the envelope clearly that "Technical/Financial Bid for Hiring of vehicle viz. Mahindra XUV 500/Innova and other equivalent model of vehicle for official use in the GUJSAIL. "
- (ii) Sealed quotations must be submitted on or before February 28,2019 up to 1810 hrs. The quotations will be opened on the 01st March 2019 at 1230 hours . in the Conference Room of the GUJSAIL at GUJSAIL Complex. Nr. Torrent Sub Station, SVPI Airport, Ahmedabad.



Evaluation Criterion for Technical Bids

Make & No. of Cars available

S.No.	No. of Cars Attach RC co	Marks
1.	1-5	20
2.	More than 06	35

Service provided to Government Offices/Ministry/PSU.

S.No.	No. of office/Ministry/PSU/Govt. Office	Marks
1.	1-2	20
2.	More than 02	35

Experience

S.No.	No. of Year	Marks
1.	3 years	15
2.	4-6 years	20
3.	More than 6 years	30

Financial bids will be opened of those companies only who secure/ obtain at least 50 marks in technical bid.

