



ICAR - SUGARCANE BREEDING INSTITUTE
COIMBATORE - 641 007
TAMILNADU



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**NOTICE INVITING TENDER THROUGH GOVERNMENT e-MARKETING (GeM)
TOWARDS THE ANNUAL RATE CONTRACT FOR HIRING OF VEHICLE AT ICAR-
SUGARCANE BREEDING INSTITUTE, COIMBATORE - 641007, TAMILNADU**

Online Bids, on behalf of the Director, ICAR - Sugarcane Breeding Institute, Coimbatore - 641007 are invited from interested registered/well-established/reputed Service Providers through e-Tender enquiry for awarding of Annual Rate Contract for hiring of vehicle at ICAR-Sugarcane Breeding Institute, Coimbatore - 641007. The detail of tender is enumerated in the following annexure. Please read the annexure attached herewith before bidding.

Annexure-1 : Terms and Conditions of the contract.
Annexure-2 : Details of vehicles.

IMPORTANT NOTES: -

1. Bids received on GeM portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
2. Earnest Money Deposit: The interested firms are required to deposit (in original) an Earnest Money Deposit (EMD) of Rs. 5,000 /- (Rupees five thousand only) in the form of Demand Draft along with the Tender Documents from any of the Nationalized Bank in favour of the Director, ICAR - SBI payable at Coimbatore may be sent to The Director, ICAR-Sugarcane Breeding Institute, Coimbatore - 641007, Tamilnadu on or before bids submission closing date. A scanned copy of the demand draft must be uploaded on the GeM portal. EMD will be refunded after award of contract without any interest thereon and the forfeiture of the same will be as per the rules. **Quotations received without EMD will not be considered.**
3. ICAR - SBI reserves the right to accept / reject any or all the tenders in part / full without assigning any reason thereof.
4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
5. Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

All communications must be addressed to "The Director, ICAR-Sugarcane Breeding Institute, Coimbatore-641 007"
E-Mail: director.sbi@icar.gov.in
Fax: 0422-2472923

The Firms are required to furnish / upload copies of the following documents in addition to the documents listed in Annexure I:

- (a) Registration certificate of the firm under the Shops & Establishment act of the Government of Tamil Nadu.
- (b) Scanned copy of similar contracts to Government Departments.
- (c) The firm/agency/company should be registered with Income Tax and GST if any applicable (PAN number and GST registration no. may be furnished and a copy should be uploaded).
- (d) RTGS detail of the firm.

The following certificate is also required to be uploaded.

We agree to provide the above services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all of your tender enquiries including the terms and conditions.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

We will adhere to and abide by the Labour Laws of India related to Contractual workers

We confirm that our offer will remain valid for one year from the date of award of the Contract.

(In case a tenderer desires to put some additional/modified stipulations, terms and conditions etc. the same may be clearly indicated).


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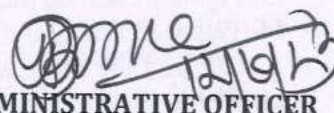
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GENERAL INFORMATION AND OTHER TERMS & CONDITIONS OF THE CONTRACT FOR HIRING OF VEHICLE ON CONTRACT BASIS AT ICAR-SUGARCANE BREEDING INSTITUTE, COIMBATORE

Terms and conditions:

1. The contractor may provide the required number of vehicles as and when required by office of the ICAR – Sugarcane Breeding Institute, Coimbatore on any days including holidays (24 X 7 service).
2. The contractor is wholly responsible for any accident and/or compensation payable to the drivers engaged by him working under this contract. He shall keep ICAR – Sugarcane Breeding Institute, Coimbatore fully indemnified against any claims in this regard.
3. The drivers of the vehicle provided for hiring will be the employee of the contractor and there will be no employee- employer relationship between the Institute and the drivers during the period of hiring vehicle by the Institute.
4.
 - a) Details with regard to past experience and present contract with other Departments, certificate for Registration of the firm, Income Tax, Registration details and GST registration may be furnished along with tender document.
 - b) The ICAR – Sugarcane Breeding Institute, Coimbatore shall recover at source, Income Tax, TDS on GST and other taxes as per statutory orders of Govt. on the gross bill value, payable per month the contractor at the rate prescribed and remit the same to the concerned authorities.
5. Initially the term of the contract will be for a period of one year. On the expiry of the contract period the Director, ICAR – Sugarcane Breeding Institute, Coimbatore reserves the right to extend the contract for a year or part thereof on the same terms and conditions that may be prevailing previously.
6. The contract can be terminated by giving one month's notice, in either side.
7. Trip sheets should be given as and when the trip is completed along with bill and without trip sheet bills will not be settled.
8. Actual mileage only should be charged.
9. Only own vehicles of the travels are permitted. Using vehicles of other travel agencies are not permitted.
10. Rates quoted should be exclusive of GST, Toll gate, Parking and Inter-State permit charges, which may be claimed on actuals.
11. Timings and kilo meters will be calculated from our office.
12. Driver bata will be calculated per day basis of 8 to 12 hours.
13. Payment will be made within 30 days from the date of receipt of the bill.
14. Two percent (2.0%) of the total billed amount will be deducted towards TDS on GST and the same will be remitted to the GST Department concerned.
15. If any deviations found in Trip sheets, Mileage and any complaints received regarding the supply of vehicles and rates, the order will be cancelled immediately without any prior intimation.
16. Selection of the firms will be made based on the lowest quoted rates.
17. Necessary permits for commercial vehicle should be arranged for travel purposes.
18. Drivers should be having valid driving license with experience to drive the vehicle.

19. Vehicle should be provided within the time as specified by the Officer In-Charge Vehicle, ICAR-SBI, Coimbatore, while allotting the vehicle, the contractor must ensure that the fuel in the tank is not below the half way mark.
20. If the vehicle is not provided within the time specified for more than 3 times the contract will be terminated without any prior notice
21. The contractor should be able to provide the name and mobile numbers of a contact person who may be contacted at any time for arranging the desired vehicle at short notice
22. Vehicle should be provided in good condition - Clean & Neat
23. Driver should be courteous and well-mannered and preferably know/speak Southern State Languages in addition to English and Hindi.
24. Vehicle provided by the contractor will be required to ply on all kinds of roads & surfaces in all kinds of weather conditions.
25. Driver should come by wearing Uniform or Formal Dress code should be followed
26. Vehicles provided should be well maintained. The maintenance schedule (including Insurance, RC, and Pollution checks) should be submitted to the Vehicle In-Charge if asked. Non-compliance will be viewed seriously
27. If required vehicles along with driver may have to stay out of station as per requirement
28. The following document/vouchers are required to be uploaded with the technical bid: -
 - (a) **Registration Certificate of the Firm / Company under Govt. of Tamilnadu (or) Registration Certificate under the Shops & Establishment act of the Government of Tamilnadu (or) Registered Branch Office located in Tamilnadu.**
 - (b) Minimum turnover of the firm not less than Rs. 1,00,000/- (Rupees one lakh only) during the last financial year. Certified balance sheet & Profit and Loss Account of the firm for last year certified by chartered accountant may be provided in support.
 - (c) Experience of the firm in the field of **providing such services** in Central Govt. establishments/ autonomous bodies of Govt. of India/corporations of Govt. of India/ reputed public or private organizations **for the last year.**
 - (d) **Duly certified copies** of the satisfactory services where the tenderer is providing the services **for the last year.**
 - (e) The firm/agency/company should be registered with Income Tax and GST if any applicable (PAN and GST registration no. may be furnished and a copy should be uploaded).


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Details of Vehicle:

S. No.	Item Description
1.01	4-5 Seater Hatch back type (Maruti Suzuki Wagon R / Maruti Suzuki Celerio / Maruti Suzuki Swift / Hyundai i10 / Hyundai i20 / Tata Tiago / Datsun Go / Tata Bolt / Hyundai Santro / Tata Indigo)
1.02	4-5 Seater Sedan type (Honda Amaze / Maruti Suzuki Dzire / Tata Tigor / Hyundai Xcent / Ford Aspire / Volkswagen Ameo / Tata Zest / Nissan Sunny / Toyota Etios / Maruti Suzuki Ciaz / Honda City / Volkswagen Verito / Toyota Corolla / Hyundai Verna / Skoda Rapid)
1.03	7-9 Seater (Sumo / Xylo / Qualis / Scropio / Tavera etc.)
1.04	Innova
1.05	Innova Crysta
1.06	12-15 Seater (Tempo Traveller/ Allwyn Nissan / Swaraj Mazda etc.)
1.07	20 Seater (Tempo Traveller / Allwyn Nissan / Swaraj Mazda etc.)
1.08	30 Seater (Tempo Traveller / Allwyn Nissan / Swaraj Mazda etc.)

[Signature]
 11/9/23
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 9/6/23
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