

Bid Document

| Bid Details | |
|--|--|
| Bid End Date/Time | 05-08-2021 11:00:00 |
| Bid Opening Date/Time | 05-08-2021 11:30:00 |
| Bid Life Cycle (From Publish Date) | 90 (Days) |
| Bid Offer Validity (From End Date) | 45 (Days) |
| Ministry/State Name | Ministry Of Railways |
| Department Name | Na |
| Organisation Name | N/a |
| Office Name | West Central Railway |
| Item Category | Monthly Basis Cab & Taxi Hiring Services - MUV; 1200 KM per month plus extra running upto 250 KM per month; Outstation 24*7 |
| Contract Period | 2 Year(s) |
| Minimum Average Annual Turnover of the Bidder | 10 Lakh (s) |
| Past Experience of Similar Services required | Yes |
| MSE Exemption for Years of Experience and Turnover | No |
| Startup Exemption for Years of Experience and Turnover | No |
| SHG Exemption for Years of Experience and Turnover | No |
| Document required from seller | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| Bid to RA enabled | No |
| Time allowed for Technical Clarifications during technical evaluation | 2 Days |
| Estimated Bid Value | 2005599.53 |
| Evaluation Method | Total value wise evaluation |

EMD Detail

| | |
|---------------|---------------------|
| Advisory Bank | State Bank of India |
|---------------|---------------------|

| | |
|-------------------|-------|
| EMD Percentage(%) | 2.00 |
| EMD Amount | 40112 |

ePBG Detail

| | |
|-------------------------------------|---------------------|
| Advisory Bank | State Bank of India |
| ePBG Percentage(%) | 3.00 |
| Duration of ePBG required (Months). | 27 |

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

Sr.DFM/BPL

SENIOR DIVISIONAL FINANCE MANAGER, DRM'S OFFICE, HABIBGANJ, BHOPAL-462024

(Sr.dfm/bpl)

Splitting

Bid splitting not applied.

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

3. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):2

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):2

Minimum years (up to 5 years) of experience in related field:2

Number (up to 100%) of vehicles demanded should have been provided in the past year to

government agencies:2

Geographic Presence in States:MADHYA PRADESH

Annual Turnover and Profit Requirement:10

Monthly Basis Cab & Taxi Hiring Services - MUV; 1200 KM Per Month Plus Extra Running Upto 250 KM Per Month; Outstation 24*7 (2)

Technical Specifications

| Specification | Values |
|---|--|
| Core | |
| Vehicle Type | MUV |
| Type of car (Please select at least 3 options) | Mahindra Bolero Camper , Tata Xenon , Mahindra Imperio |
| Usage Variant | 1200 KM per month plus extra running upto 250 KM per month |
| Type of Service | Outstation 24*7 |
| Year of Vehicle Model | 2020 |
| Km Travelled | Upto 25,000 Kms |
| Air Conditioning Requirement | Non-A/C |
| The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/ State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid | Yes |
| Area of Operation | Plains |
| Addon(s) | |

Additional Specification Documents

Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address | Service Number of Vehicle(s) | Additional Requirement |
|-------|-----------------------------|--|------------------------------|---|
| 1 | Gaurav Mishra | 462024,DRM Office , Habibganj West Central Railway | 2 | <ul style="list-style-type: none">Duration in Months : 24 |

Buyer Added Bid Specific Additional Terms and Conditions

1. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
2. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free

Telephone No. for Service Support.

3. In the event where the distance travelled exceeds the monthly usage variant, amount will be paid for additional Kms as per schedule. Similarly, the unused Kms in a particular month as against the minimum guaranteed usage variant will be carried forward to the next month and additional Km if any in the next month shall be adjusted against this. However, the payment for the selected usage variant in a month will be paid every month." Further, the unused Kms in a particular month shall not be carried forward or adjusted beyond 6 months
4. **OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
5. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
6. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
7. **PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.
8. Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of SR.DFM/BPL/WCR A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter.
Bidder has to upload scanned copy / proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.
9. Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of SR.DFM/BPL/WCR A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.
10. Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address Multi utility vehicle for SSE/PW/M/ET and SSE/PW/USFD/ET (at ITARSI) under ADEN/M/ITARSI 1. The following condition shall apply for the purpose of this contract. (a) Day" means a calendarday starting from 00 hours to 24 hour. 2. **PERIOD OF CONTRACT** 2.1 Contract will be valid for 24(Twenty Four) months from the date of acceptance. 2.2 Railway reserve the right to close the contract as per extant norms. 3. The contract shall supply vehicle in good and perfect working condition utility vehicle shall be maintained in good condition throughout the period of the validity of contract so as to ensure satisfactory service under the contract. Railway shall have the right to reject the vehicle if not found suitable as per above. 4. The utility vehicle so offered shall not be older more than three year (i.e.model not earlier than year 2020) 4.1 Tenderer shall Necessarily indicate following, regarding the offered vehicle. (a) Type of utility vehicle (Mahindra Bolero Camper, Tata Xenon or Mahindra Imperio) (b) Carrying capacity (IMT) (c) Year of model (not earlier than year 2020) 5. Contractor shall quote monthly rate for hiring the vehicles. The rate shall include the following (1) All maintenances expenditure of the vehicle i.e major and minor repair required for good running of the vehicle, cleaning. lubricants, all consumable other than diesel which shall be included as per Para(2)below (2) Rate shall include cost of diesel/petrol for running of vehicle as per scheduled items for the duration of contract. (3) Rate shall include salary and other charges of driver (4) Rate shall include payments to RTO, labour authorities. local municipal authorities Taxes. Toll tax Levies, fees and all the other charges which are necessary for continuance of the services Under the contract. (5) Any other charges required for execution of this contract. 6. In addition to above monthly rate following extra charges shall be paid whenever the need arises. (1) In case vehicle is required to run beyond 1200 kms in a month extra payment shall be made for Multi Utility Vehicle Kilometer beyond 1200 kms @ Rs.20.32/- per KM upto a maximum of 250 KM (2) In case Driver has to make night halt at an out station i.e.at the place other than Note: This is system generated file. No signature is required. HQ to which the vehicle is attached, no extra payment shall be admissible in that case. (3) In case there is Diesel/petrol hike during the contract period No extra payment on this account will paid. 7. Utility Vehicle/Pick up Double Cab) with seating capacity 5 to 6 persons shall be attached with SSE/PW/In charges. Attachment can be changed as & when required by Railway which

shall be informed in writing. 7.1 The Head Quarter of the Vehicle shall be at SSE/PW Incharges HQ. 8. Availability of vehicle to be ensured throughout the validity of Contract (24 X7), 9. Contractor shall maintain a record for daily meter reading which shall jointly signed by the Railway officer using the vehicle and driver of the vehicle It will be the responsibility of the driver of the vehicle to ensure that the daily kilometer reading are properly filled in and any over writing/cutting should be got authenticated by the officer using the vehicle. 10. Contractor shall ensure that enough fuel is available in the Vehicle all the time, Contractor shall ensure that all the meters particularly KM, fuel and devices of vehicle are in Proper working condition. In case any defects got developed and are pointed out by Railway authority, repairs and replacement necessary should be carried out immediately by the contractor at his own cost. The contractor shall ensure that the vehicle is available every day in case of failure to provide a vehicle, a penalty of double the daily rate shall be levied for each day deduction for weekly rest also be done at daily rate basis. Daily rate shall calculated as given below. Monthly charges accepted/30 (However where the vehicle is on authorized absent, only single charges will be deducted). Contractor shall provide a good condition spare wheel and tools kit with the vehicle. The vehicle shall normally be used in SSE/PW/In charges section on all type of road i.e.Pucca Kutcha service road etc and depending upon the requirement of SSE/PWS..

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---