



DISTRICT OFFICE : SUBARNAPUR
(SOCIAL WELFARE SECTION)

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Notice No. 1777 / Mission Shakti

Date: 26 / 08 / 2019.

Tender Call Notice

Sealed Tenders are invited from Individuals / travel agencies having PAN for 'Providing Hired Vehicle on Call Basis' for DSWO Office at District Programme Monitoring Unit (Mission Shakti) 15days in a month and ICDS projects at Block Programme Monitoring Unit (Mission Shakti) 10days in a month. The details of Tender Document including General information may be referred from the district Website - subarnapur.nic.in from Dt- 26/08/2019 to Dt- 11/09/2019. The Tender document completed in all respect shall be deposited towards EMD (Refundable) in the office of DSWO, Subarnapur on or before 11/09/2019 by 3 P.M. through Register Post/ Speed Post/Courier only. A sum of Rs.5,000/- (Five Thousand) only shall be deposited by intending bidders in shape of Account Demand Draft drawn in favour of Mission Shakti, Subarnapur payable at Sonepur as EMD (Refundable). The Tenders will be opened as per the Tender Schedule. The authority reserves the right to modify/cancel the Tender at any point of time, same will be published in the Website- subarnapur.nic.in.


District Social Welfare Officer,
Subarnapur

Memo No. 1778 Dt. 26 / 08 / 2019.

Copy forwarded to the Notice Board of the ADM, PD DRDA, all Sub-Collectors, all BDOs, all Tahasildars, Bus Stands, Taxi Stands, all CDPOs for fixation of Tender notice.


District Social Welfare Officer,
Subarnapur

Memo No. 1779 Dt. 26 / 08 / 2019.

Copy forwarded to the DIO, NIC for information with a request to publication in the Subarnapur district portal.


District Social Welfare Officer,
Subarnapur

Terms & Conditions

Selection of Travel Agency for 'Providing Hired Vehicle on Call Basis' for DSWO Office at District Programme Monitoring Unit (Mission Shakti) and ICDS projects at Block Programme Monitoring Unit (Mission Shakti).

Sealed tenders are invited in the prescribed format from Individuals / travel agencies having valid PAN for 'Providing Hired Vehicle on Call Basis' for DSWO Office at District Programme Monitoring Unit (Mission Shakti) 15days in a month and ICDS projects at Block Programme Monitoring Unit (Mission Shakti) 10days in a month to be deployed for Mission Shakti under CDPOs in their respective jurisdiction of block/ICDS project and DSWOs at district level. Interested bidders should submit their bids for Call Basis service, latest by **3PM dated 11/09/2019** through speed post/Registered post/Courier only.

TENDER SCHEDULE

Sl.no	Tender Number & Date	Notice No.-----Date-_____
1	Period of issue of Tender Documents	From dt. 26/08/2019 to dt. 11/09/2019
2	Last date & time for submission of tender Documents	Dt. 11/09/2019 by 3.00 PM
3	Place of submission of completed quotation Documents	Office of the DSWO, Subarnapur. C/o-Collectorate, Sonepur – 767 017.
4	Mode of submission	Through speed post/Registered post/Courier only
5	Place, Date & Time for opening tender	Office Chamber of the DSWO, Subarnapur. Date 11/09/2019 Time 4.30PM
6	EMD	Rs.5,000/- in shape of DD in favour of Mission Shakti, Subarnapur (refundable). Separate EMD for each district and Block ICDS Projects.

1. Requirement

Separate Vehicles on call basis are required at District office & Block ICDS Project office for use of the Mission Shakti Staff working at the Office of the DSWO & CDPOs both for Type-I and Type –II vehicles. The requirement will be intimated over phone/or by letter of the appropriate authority.

I. DSWO, Subarnapur

II. Name of the Block ICDS Project.

1. Binka

2. Birmaharajpur

3. Dunguripali

4. Sonepur

5. Tarva

6. Ullunda

2. Bid Price

2.1 All duties, GST, taxes and other levies payable by the service provider under the contract shall be excluded in the total price.

2.2 The rates quoted by the bidder shall be fixed for the period of the contract and shall not be subject to adjustment on any account.

2.3 The Prices should be quoted in Indian Rupees only.

2.4 Separate Financial Bid shall be submitted for Block/ICDS project (Type-II) and for District (Type-I)

3. Eligibility Criteria of the Bidder:

3.1 The bidder shall furnish the following Self attested Document to establish the bidder's eligibility.

- **Copy of PAN Card.**

3.2 Tender received late and incomplete will not be considered.

The documents are to be arranged serially as per the order mentioned above duly signed and sealed in each page.

3.3 The agencies must have minimum one of own commercial vehicle (like Indigo, Swift Dzire or similar vehicle) having five sitting capacity including driver within 3 years old as per the initial registration at the date of submission of the Bid.

(RC copy of all own commercial vehicle model within 3 years old to be enclosed as per the format annexed in technical form-B)

4. Earnest Money Deposit(EMD):

The bidder shall furnish EMD of Rs 5,000/- (Five Thousand Only) in the shape of Demand Draft in favour of "Mission Shakti, Subarnapur" separate EMD for each District & Projects. Any bid submitted without EMD will be rejected. The above EMD will be forfeited if a bidder withdraws its bid during the period of bid validity. The EMD (which will not carry any interest) of the unsuccessful bidders will be refunded on execution of agreement with the successful bidder. In case of successful bidder, the EMD may be forfeited if the bidder fails to accept the Work Order.

5. Submission of Bid.

5.1 The tender will have to be submitted in the formats & documents prescribed in the tender document as detailed at Para-3, Form-A & B and Financial information for Type-I & II vehicle (as applicable). The tenders should be addressed to : DSWO, Subarnapur **Address- DPMU (Mission Shakti), O/O-DSWO, Collectorate, Sonapur – 767 017.**" The bidders shall be super-scribed as **Selection of Travel Agency/Individuals for 'Providing Hired Vehicle on Call Basis' for DSWO Office at District Programme Monitoring Unit (Mission Shakti) and ICDS projects at Block Programme Monitoring Unit (Mission Shakti)** through Registered post / Speed Post / Courier only.

5.2 The conditional bids shall not be considered and will be out rightly rejected in very first instance.

5.3 All entries and pages in the tender form shall be legible and filled clearly and signed by the authorized representative. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory to be attached. No overwriting or cutting is permitted in the Financial Bid Form, in such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the Technical Bid Application must be signed by the person authorized to sign the tender.

6 Validity of Bid:

Tender shall remain valid for a period of 60 days after the last date of submission as specified in the tender document.

7 Financial Conditions:

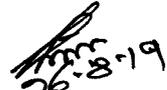
The maximum cost of hiring of vehicle for 15days at district level is Rs.10,000/- and for block level it is Rs.6,000/- for 10days on daily call basis, the minimum millage per litre fuel (diesel) will be 17 Kms per litre. The payment will be made on proportionate basis in case of lower call/use of vehicle. The maximum age of vehicle will be 3years. In case of any variance will be decided by the Tender committee.

8. Other Terms & Conditions :

- 8.1 The comparative statement shall be prepared of each Block/ICDS project and District.
- 8.2 The bidder who quoted lowest price for each Block/ICDS project and Districts shall be awarded the contract.
- 8.3 Night halt charges if required shall be applicable for both Type-I and Type-II on case to case basis.

9. Contract period

- 9.1 The rates/contract will be valid for a period of one year from the date of Contract or till 31.03.2020. No adjustment of rates will be applicable within the time period. The contract may be extended further on satisfactory performance.
- 9.2 If the successful Bidder fails to execute the order, the EMD of the Bidder will be forfeited and the Bidder will be debarred to participate for subsequent 3 three years.
- 9.3 There may be empanelment of more agencies for each type of vehicle to be decided by the tender inviting authority based on requirement of the type of vehicle. In case the agency awarded with the contract fails to deliver the service, the service of the empaneled agency will be availed at the negotiated lowest bid price.
10. The details terms & conditions for providing Vehicle on Call basis can be downloaded from official website i.e. subarnapur.nic.in.
11. In case of any dispute both the parties will settle it mutually first, then if unsettled it may be settled in any court within the jurisdiction of Subarnapur District.
12. The Driver of the vehicle shall maintain a log Book towards running of the vehicle in official work assigned.
13. Payment shall be made on monthly basis though e-transfer within 21 Days after receipt of the original bill along with copy of the log book & the bank details. No advance or part payment will be made in any case.
14. In case of any Addendum/Clarification/Corrigendum/Extension/Modification/Cancellation regarding this tender, the same will be hosted in the above mentioned official websites only.


District Social Welfare Officer,
Subarnapur

TENDER FORM
(General Information)

(The documents have to be arranged serially as per the order mentioned below)

1. ORGANIZATION PROFILE

- a) Name _____
- b) Regd. Address _____
- c) Address of District Office _____
- d) Number of Branches in Odisha if any (Please mention place & locations) _____
- e) Name of authorized signatory (in block letters) :- _____
- f) Specimen signature of authorized signatory :- _____
- g) Telephone/Mobile No. of authorized signatory: _____
- h) Email Address : _____
- i) Contact Person's
- i) Name & Design. _____
- ii) Tel No. Landline _____ Mobile _____
- iii) Email ID _____

2. Type of Firm: Individual /Proprietorship/Private Ltd, /Public Ltd.,/Cooperative/PSU

3. Bank Account Number with Branch and name of Bank & IFSC Code

4. PAN No.: _____
(Please enclose self attested photocopy)

5. Earnest Money of Rs.5,000/- D.D. No. _____ Date _____

Drawn on _____

6. Whether all documents submitted signed by the authorized signatory of the Individual/firm/agency (Yes/ No):

I / we hereby certify that the terms and conditions given with the tender call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement at any stage, my/our Firm/Agency will be blacklisted by your office and will not have any dealing with your office in future.

Place:
Date:

Seal & Signatures of authorized signatory

Form B

The agency/individual must have minimum one of own commercial vehicle (like Indigo, Swift Dzire, or similar vehicle) within 3 years old from date of initial registration at the date of submission of the Bid.

Detail information of vehicle registered in the name of the Individual/Firm

Sl.No	Types of Vehicle(within 3 years old)	Year of manufacturing	Year of registration	Vehicle registration No
1				
2				
3				
4				
5				

(Copy of the Registration certificate, Fitness certificate, proof of road tax paid & Insurance Paper of all own commercial vehicle model within 3 years old to be enclosed)

Place:

Date:

Seal & Signatures of authorized signatory

TENDER FORM
Financial Information
TYPE-II

Daily basis Rate of Non-AC Vehicle-Indigo/Swift Dzire / similar vehicle (exclusive of GST)

Sl.No	Blocks/ICDS Projects	Hiring charges of the vehicle for 10days per month on day call basis. (Maximum Rs.6,000/-) (in Rs)	No. of Kms per Liter Diesel to be run (Minimum 17Kms per liter)	Night Halt Charges if availed (in Rs.)	Remarks
(a)	(b)	(c)	(d)	(e)	
1.	Binka				
2.	Birmaharajpur				
3.	Dunguripali				
4.	Sonepur				
5.	Tarva				
6.	Ullunda				

NOTES

1. Toll gates charges to be reimbursed as per actual.
2. G.S.T will be reimbursed by the DSWO on production of the proof of deposit. GST will not be taken into account for evaluation of the financial bid.
3. The tender will be awarded in favour of the firm quoting lowest price taking all components together as per the price quoted of the respective Blocks/ICDS Projects.
4. In case, the firms quoting same price, then the preference will be given to the firm having more years of experience/new vehicle / higher model as decided by the committee.

I/We agree to the terms and conditions and rates mentioned in the quotation for the period as per the contract from the date of signing of the contract/receipt of the work order from DSWO, Subarnapur and also agree that the price will remain unchanged during the contract period.

Place:
Date:

Seal & Signatures of authorized signatory

TENDER FORM
Financial Information
TYPE-I

Daily basis Rate of Non-AC Vehicle-Indigo/Swift Desire / similar vehicle (exclusive of GST)

Sl.No	Name of the District	Hiring charges of the vehicle for 15days per month on day call basis. (Maximum Rs.10,000/-) (in Rs)	No. of Kms per Liter Diesel to be run (Minimum 17Kms per liter)	Night Halt Charges if availed (in Rs.)	Remarks
(a)	(b)	(c)	(d)	(e)	
1	Subarnapur				

NOTES

1. Toll gates charges to be reimbursed as per actual.
2. G.S.T will be reimbursed by the DSWO on production of the proof of deposit. GST will not be taken into account for evaluation of the financial bid.
3. The tender will be awarded in favour of the firm quoting lowest price taking all components together as per the price quoted of the respective Blocks/ICDS Projects.
4. In case, the firms quoting same price, then the preference will be given to the firm having more years of experience/new vehicle / higher model as decided by the committee.

I/We agree to the terms and conditions and rates mentioned in the quotation for the period as per the contract from the date of signing of the contract/receipt of the work order from DSWO, Subarnapur and also agree that the price will remain unchanged during the contract period.

Place:
Date:

Seal & Signatures of authorized signatory