



Letter No: JSLPS/DMMU GUMLA/PROCUREMENT/52

Dated.18.05.2017

Tender Call Notice on Limited Tendering Method

Sealed tenders are invited from registered travel agencies or Local Vehicle owner for providing 04-Wheelers and Bus for local and out-station tours on daily basis for JSLPS DMMU & BMMU Offices for Bharno, Sisai, Dumari, and Bishunpur respectively for a period of one year. Interested agencies or Owner may submit their tender in a sealed cover super-scribing as “Tender for Hiring Tour Vehicle for DMMU & BMMUs” to the undersigned on or before 15.30 hours of 3rd June 2017.

Sd/-
District Program Manager

Copy to: Notice Board of DMMU/BMMUs-Bharno, Sisai, Dumari & Bishunpur



TERMS AND CONDITIONS

Background: - Jharkhand State Livelihood Promotion Society (JSLPS) under the aegis of Rural Development Department, Government of Jharkhand is an autonomous Society registered under the Society Registration Act, 1860. JSLPS's mandate is to promote livelihoods amongst disadvantaged communities across the state to reduce the poverty.

JSLPS has been designated by the Government of Jharkhand to design and implement the Aajeevika Project of Ministry of Rural Development, Government of India in the State. In this backdrop the Society requires the services of a Travel Agency for providing travel related services i.e. providing of Hiring of Vehicles on monthly basis, local & Outstation travel.

Objectives: - Selection of Travel Agency or Vehicle owner for providing travel related quality services.

A. Scope of Work:-

1. Provide vehicles 04 Wheelers and Bus on daily basis for local and out station tours at DMMU & Block Level Office named as Block mission management unit.
2. The requirement of Vehicle for each DMMU & BMMU is one or more as per requirement above quoted BMMUs.

B. Key requirements:-

1. A reputed travel agency with a valid service tax registration number but it is not applicable to Vehicle owner.
2. Agency or Vehicle owner should have minimum 1nos. of similar type of vehicle in its own possess.
3. The driver of the vehicles should have valid driving license not less than 2 years, should not be rude and careless behavior, knowledge of safety and security, free from any alcoholic-narcotics addition and will not have any past accident history or any pending legal issue against the driver
4. The Travel Agency or Vehicle owner should have its own operation office at Gumla or respective blocks as quoted.
5. The vehicle should not be older more than 3 years effective from the date of issue of this tender.
6. The Vehicle must be in tip- top condition.
7. The travel agency or Vehicle owner shall ensure that the vehicles provided will be free from all types of Govt. levies e.g. Regd. Fee, valid permit, Road Tax, Insurance, Pollution Control Certificate and if any applicable statutory obligation. The travel agency shall ensure that the vehicles provided will be free from all types of Govt. levies e.g. Regd. Free, Valid permit, Road Tax, Insurance, Pollution Control Certificate and if any applicable statutory obligation.
8. The Agency can submit their organizational profiles as per the format placed at Annexure – I
7. The Agency debarred/blacklisted from JSLPS or any other organization shall not be taken into consideration.
10. All the pages of the Tender documents shall be signed by the travel agency.

C. Other Conditions:-



1. JSLPS will pay on daily basis as per the vehicle used for DMMU & BMMUs respectively as per the price quoted by the bidders.
2. In case of local travel, the minimum hours per day will be treated as 10 hours. In case vehicle will be more than 10 hours in duty, proportionately day charge will be paid and such condition is only applicable for daily basis payment.
3. The fuel cost will be reimbursed as per the prevailing market price based on mileage covered during travel period on actual running KM inclusive POL.
4. The travel agencies or Vehicle owner will bear all the costs towards POL, driver's payment, vehicle & Driver's insurance & its day-to-day maintenance cost etc.
5. The agencies or vehicle owner will pay the toll/entry taxes or parking charges etc. and that will be reimbursed by JSLPS on production of original bills.
6. The travel agencies or owner should submit their price as per the format attached at Annexure-II for tour vehicles.
7. In case of break down, the agency or owner will provide a substitute vehicle of same or equivalent make.
8. The agency or owner shall be fully responsible, in case of any damage of vehicle and/or third party occurred during the travel period.
9. In case of local and outstation travel, KM coverage will be started from the BMMU Office accordingly as per the use of vehicle and will be closed at the door step of the officers/guests, who will use the vehicle.
10. Each bidder shall submit only one quotation & alternative or conditional offer shall not be accepted and the tender will be rejected summarily.
11. Tenders received after the stipulated date and time or through email/fax shall not be accepted.
12. The tender shall be remained valid for a period not less than 45 days from the last date specified in the tender.
13. The order will be placed with the lowest responsive bidder to supply the vehicles on monthly basis and daily basis as applicable.
14. If the travel agencies or owner did not execute the order or violate the terms and conditions, the firm will be blacklisted from this organization.
15. Any effort by a bidder to influence the hirer in its decision on bid evaluation or placement of work order may result in rejection of the bidder's offer.
16. Any legal disputes arising out of this are subject to the jurisdiction of the court located at Gumla only.
17. The Bid shall be opened in JSLPS Office at 16.00 hours of the last date of submission as mentioned in the advertisement in presence of the bidder(s).
18. Notwithstanding, anything contained as above JSLPS reserves the right to accept or reject any or all bid (s) and cancel the bidding process at any time without assigning any reasons for such act to the bidders



Organizational Profile of the Travel Agencies or Vehicle Owner		
SL.No	Particulars	Compliance
1	Name of the Travel Agencies or Owner	
2	Registered Office (Complete Address with Tel./Mob. No. and Email ID)	
3	Name of the Proprietor/Partners etc	
4	Year of Registration (mandatory for Travel Agency)	
5	Service Tax Registration No. (Mandatory for Travel Agency)	
6	PAN No. of Agency or Proprietor	
7	Name of the Govt. or any other Institutions to whom vehicle supplied earlier on monthly basis (mandatory for Travel Agency)	
8	No. of Vehicle Supply (Monthly only)	
9	Approx. Bill per Year	
10	No. of Vehicles under Travel Agency possession	
11	Type of Vehicles & Registration No	
12	Name of the Govt. or any other Institutions to whom vehicle supplied earlier (Tour vehicles) (mandatory for Travel agency)	
13	Year and Period of Supply (Tour)	
14	Service Taxes Deposited Till	
15	Turnover during last three years as per Audit , if any	
16	NB: Please enclosed all the relevant documents like Previous order copies, Service Tax Registration No. etc.	

This is to certify that the above information's and figures are based on facts and records and if any deviation noticed at any point of time, the tender shall be cancelled, firm will be blacklisted from this organization and order will be cancelled.

**Signature of the Travel Agency or Owner
Business Address**

Name :
Ph. /Mob. No. :
Email-id:
Service Tax No.
Date
Seal of the travel agency

ANEXXTURE -II**PRICE FORMAT FOR HIRING OF TOUR VEHICLES**

Sl.NO	Types of Vehicles	Vehicle Charges Per day (in Rs) (10 Hours) or (within 200 KM)	Mileage/one Liter	Vehicle Charges Per KM (Exceeding 200 KM)
1.	Bolero (AC)		10 KM	
2.	Tata Sumo (AC)		10 KM	
3.	Scorpio (AC)		10 KM	
4.	Indigo (AC)		12 KM	
5.	40 Seater Luxurious Bus		04 KM	
6.	60 Seater Luxurious Bus		03 KM	

We agree to provide the hiring vehicles for local and out-station tours (within 3 years old vehicles) as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS and also agreed that the price will remain unchanged during the period.

**Signature of the Travel Agency or Owner
Business Address**

Name :
Ph. /Mob. No. :
Email-id:
Service Tax No.
Date

Seal of the travel agency



(On the letter head of Travel Agency)

Draft letter for submission of tender

Ref No.

Dated:.....

To
The District Program Manager
Jharkhand State Livelihood Promotion Society
Suhagi Complex,2nd floor,Lohardaga Road
Gumla-835207

Sub:- Submission of Tender for supply of vehicle on daily basis.

Ref: Your tender No. _____ Dated:..... Dear Sir/Madam

With reference to the subject cited above, I am to submit herewith the most competitive tender for providing vehicle or vehicles for local & out station travel on hiring basis as per the terms and conditions mentioned in the tender documents.

The documents enclosed are;

- Travel Agency Profile as per the prescribed format in Annexure-I.
- Rate for Tour Vehicles as per the prescribed format in Annexure-II.

Yours Sincerely,

(Mr. >.....(Name of the Proprietor)

M/s(name of the Travel Agency)