

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
TRANSPORT OFFICE
NOTICE INVITING TENDER

TENDER FOR HIRING OF CNG BUSES AND MUVs /CARS

Tender in the prescribed form duly sealed are hereby invited from experienced and reputed firms for (i) Hiring of CNG Buses (ii) Hiring of MUVs/cars. The contract shall be valid for two years extendible for a period of one year on a mutual consent basis subject to satisfactory services by the vendor. The schedule of the tender will be as follows:

(I) Details for Hiring CNG Buses:

Tender No. - XX. F.7-30 /TPT/Hiring CNG Buses at AIIMS/16-17

Cost of Tender Form: Rs.1, 000/-

Earnest Money Deposit: Rs.1, 00,000/-

Tender form sale will be closed on 17.10.2016 up to 04.00 P.M.

Tender can be dropped in the box on or before 27.10.2016 up to 11.00 A.M.

Opening of Tender on 27.10.2016 at 03.00 P.M.

SCOPE OF WORK:

Running and operation of buses for faculty/staff/residents/students of AIIMS as per requirement of the Institute.

(II) Details for Hiring of Cars:-

Tender No. - XX. F.7-30 /TPT/ MUVs / Staff Cars at AIIMS/16-17

Cost of Tender Form: Rs. 500/-

Earnest Money Deposit: Rs 50,000/-

Tender form sale will be closed on 17.10.2016 up to 04.00 P.M.

Tender can be dropped in the box on or before 27.10.2016 up to 11.00 A.M.

Opening of Tender on 27.10.2016 at 03.00 P.M.

SCOPE OF WORK:

Running and operation of cars for faculty/staff/residents/students/examination section of AIIMS as per requirement of the Institute.

General Information:-

1. Only one tender document shall be sold to a firm/business concern/individual. The cost of the tender document is non-refundable. In case tender form is downloaded from the internet, a bank draft equal to the cost of tender form in favour of the Director, AIIMS be attached.
2. Tender can be purchased from the office of Chief Technical Officer, Transport Office (Main Garage), near gate no.2, AIIMS, New Delhi-110029. Tender application and detailed information can also be downloaded from the website www.aiims.ac.in or www.aiims.edu
3. AIIMS reserves to itself the right to reject any/ all the tenders without assigning any reason thereof and to call for any other details or information from any of the tenderers.

CHIEF TECHNICAL OFFICER (TRANSPORT)
ON BEHALF OF DIRECTOR, AIIMS

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Transport Office (Main Garage), Ansari Nagar, New Delhi-29

NOTICE INVITING SHORT TERM TENDER FOR HIRING OF BUSES/CARS

Tender No. - XX. F.7-30 /TPT/Hiring CNG Buses/ Staff Cars at AIIMS/16-17

On behalf of the Director, "All India Institute of Medical Sciences", Ansari Nagar, New Delhi-110 029, the Chief Technical Officer (Transport), invites sealed tenders in "**Two Bid System**" (namely, 'Technical bid' and 'Financial bid') from the reputed firms for the staff transportations vehicle services up to **11.00 A.M. on 17.10.2016**.

Description of Services

Bid Security/EMD

Tender Fee

Hiring of :-

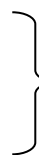
a) A/C & Non A/C Buses (42-45 Seaters)

as & when required basis

b) A/C & Non A/C Buses (42-45 Seaters) on Fixed Routes

c) A/C & Non A/C Mini Buses

(20-24 Seaters) as & when required basis



Rs. 1, 00,000/-

Rs. 1000/-

d) Staff Cars (Ciaz /Swift Dzire /Indigo/ Etios /Toyota/ Innova/Xylo /Scorpio Etc. "as & when required" basis

Rs. 50,000/-

Rs. 500/-

Last date of Sale of tender forms

: - 17.10.2016 up to 04.00 P.M.

Last date for submission of sealed tenders/Bid

: - 27.10.2016 up to 11.00 A.M.

Date of tender opening

: - 27.10.2016 at 03.00 P.M.

Contact person

**: -Chief Technical Officer, Transport
Department (Main Garage), AIIMS, New Delhi-29**

The date of opening of tender has been indicated in the tender form. Tender forms containing detailed information regarding Buses/Staff cars services along with terms & conditions can be obtained from the **Transport Office (Main Garage), near exit gate no. -2, AIIMS, New Delhi-110029** against requisite Pay Order / Demand Draft towards the cost of tender form (non- refundable) as mentioned above in favour of the "Director, AIIMS, New Delhi-110029" for each tender form separately). Postal Order/Cash are not acceptable)

The EMD/Bid security as mentioned above will have to be deposited through Bank Guarantee/ Demand Draft in favour of the "Director, AIIMS, New Delhi-110029" along with the tender. No interest is payable on Bid Security.

Tender forms will be supplied by POST/per bearer on receipt of request on printed letter head along with the requisite demand draft/pay order for the above mentioned tender from **2.00 p.m. to 4.30 p.m. on full working days & on Saturday from 11.00 A.M. to 12.30 P.M. up to 17.10.2016**. If the last date for sale, submission & opening of tender falls on any Government declared holidays, the next working day will be considered as last day for the same.

Please visit our website at www.aiims.ac.in or www.aiims.edu for further details of this tender.

Chief Technical Officer (Transport office)

Tender cost Rs.1000/- (For Buses)
Tender cost Rs.500/- (For Staff Cars)

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(SCHEDULE – ‘A’)
TENDER FORM FOR HIRING OF BUSES/ CARS AT AIIMS

Tender No. - XX. F.7-30 /TPT/Hiring CNG Buses/ MUVs/Staff Cars at AIIMS/16-17

Tender form sale will be closed on - 17.10.2016 at 04.00 P.M.

Tender can be dropped in the box on or before - 27.10.2016 up to 11.00 A.M.

Opening of Tender on - 27.10.2016 at 03.00 P.M.

(To be filled by issuing Office)

Sr. No. of Tender _____.

Contains pages i.e. from Sl.No. _____.

Name of the party in whose favour:-

The tender form has been issued

Chief Technical Officer (CWS)

Transport Office (Main Garage)

On behalf of Director,

All India Institute of Medical Sciences

Ansari Nagar, New Delhi-110029

-
1. I/We hereby submit my/our tender for the CNG Non-A/C and A/C Buses/ Staff Car.
 2. I/We now enclosing herewith the FDR/ Bank guarantee/
D.D.No. _____ Dated _____ for Rs. (Rupees
only) drawn in favour of the “DIRECTOR, All India Institute of Medical Sciences, NEW DELHI” towards /EMD/BID Security. Tenders not accompanied with EMD/BID Security along with Techno-Commercial Bid (Part-I) shall be summarily rejected
 3. I/We hereby agreed to all the terms and conditions (attached), stipulated by AIIMS in this connection including penalty etc.
 4. I/We have noted that over-written entries shall be deleted; unless duly out, re-written and initiated. Tenderers are duly signed (No thumb impression should be affixed).
 5. I/We undertake to sign the contract/ agreement if required within 10 (Ten days) from the issue of the letter of acceptance, failing which, our/my Security deposit may be forfeited and our/my name may be removed from the list of contractor at the AIIMS, New Delhi.
 6. I/We have gone through all the terms and conditions of the documents before submitting the same.

NOTE: - ALL TERMS AND CONDITIONS SUCH AS TAXES ETC. HAVE BEEN INDICATED IN THE QUOTATIONS, FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

WITNESS _____

Signature _____

WITNESS _____

Name & Full Address _____

WITNESS _____

WITNESS _____

Telephone No. _____

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

ANSARI NAAR, NEW DELHI-110029

(SCHEDULE – ‘B’)

GENERAL TERMS & CONDITIONS

Tender No. - XX. F.7-30 /TPT/Hiring CNG Buses/ MUVs/ Staff Cars at AIIMS/16-17

Subject: - Hiring of AC/ Non-AC CNG Buses / Staff Cars on Kms basis / fixed routes and on as and when required basis within Delhi - NCR / Out of Delhi on Two-year rate contract basis.

a) A/C & Non A/C Buses (35-40 & 40-45 Seaters respectively) as & when required basis

b) A/C & Non A/C Buses (35-40 & 40-45 Seaters respectively) on Fixed Routes Basis

c) A/C & Non A/C Mini Buses (20-24 Seaters) as & when required basis

d) MUVs/Staff Cars (Ciaz /Swift Dzire /Indigo/ Etios /Toyota/ Innova/Xylo /Scorpio Etc. on “as & when required” basis.

Last Date of Submission : 27.10.2016 up to 11.00 A.M.

Date of opening of Techno- Commercial Bid : 27.10.2016 up to 03.00 P.M.

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1. Tender should be submitted to the **Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-110029** under sealed cover failing which the tender is liable to be rejected.
 2. The tender forms should clearly be filled in ink legibly or type written giving full address of the tenderers /himself/themselves their authorized agent on his/their behalf (Authorization may be enclosed if applicable)
 3. The rate contract will be valid for **TWO YEARS** from the date of finalization of the tender, which may further be extended by a period up to one year on a mutual consent basis, subject to satisfactory services by the vendor.
 4. The rate contract will be applicable for all the departments of **All India Institute of Medical Sciences, Ansari Nagar, New Delhi-110029**. If any department/section of AIIMS requires any vehicle, the same rate contract shall be applicable for them.
 5. All registered agencies who are providing similar kind of services for at least last three consecutive years and having annual average turnover of Rs. 3 Crore or more during the last three financial years in the books of accounts may submit the bids in the prescribed format along with duly certified copies of audited balance sheet of the firm.
 6. Sometimes the Institute requires light commercial vehicles (MUVs/ Staff Cars) up to 100 in a particular day. The agencies must have capabilities to meet the requirement of the Institute and in support of it they have to submit documentary evidence along with the Techno- Commercial Bid.
 7. TENDER SHOULD INVARIABLY BE SUBMITTED IN TWO BID SYSTEM IN THE FOLLOWING MANNER:

PART-I: TECHNO-COMMERCIAL BID IN ONE SEALED COVER.

PART-II: - PRICE BID/FINANCIAL BID IN ONE SEALED COVER.

BOTH THE SEALED ENVELOPES SHOULD THEN BE PUT IN OUTERCOVER INDICATING THEREON:

- i) Reference No. Of the Tender: _____
- ii) Tender regarding: _____
- iii) Due date for submission for the tender: _____
- iv) Due date for opening of the tender _____
- v) Name of the firm: _____

PLEASE NOTE THAT PRICES SHOULD NOT BE INDICATED IN THE TECHNO- COMMERCIAL BID. THE PRE-QUALIFICATION DOCUMENTS INCLUDING E.M.D./BID SECURITY AS REQUIRED IN THE TENDER DOCUMENT SHOULD INVARIABLY BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID.

NOTE: - TENDERS SUBMITTED WITHOUT FOLLOWING TWO-BID SYSTEM PROCEDURE AS MENTIONED ABOVE WOULD BE SUMMARILY REJECTED.

8. EACH TENDER SHOULD BE ACCOMPANIED WITH AN **EMD/BID SECURITY** AMOUNTING TO **Rs. 1, 00,000/- (RUPEES ONE LAC ONLY) FOR BUSES AND Rs. 50,000/- (RUPEES FIFTY THOUSAND ONLY) FOR STAFF CARS** IN THE FORM OF D.D./F.D.R./BANK GUARANTEE FROM ANY NATIONALIZED BANK (VALID FOR 36 MONTHS FROM THE DATE OF OPENING OF TENDER) OR BY WAY OF DEMAND DRAFT/FDR IN FAVOUR OF “DIRECTOR” AIIMS, NEW DELHI, FAILING WHICH, THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED. CHEQUE IS NOT ACCEPTABLE AT ALL. THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY. THE EMD OF UNSUCCESSFUL FIRMS WILL BE RETURNED AFTER FINAL SELECTION. THE EARNEST MONEY OF THE SUCCESSFUL TENDERER WILL BE RETAINED AND TREATED AS SECURITY DEPOSIT, WHICH SHOULD BE VALID BEYOND 6 MONTHS TILL THE EXPIRY DATE OF AGREEMENT. IN CASE, THE AGENCY FAILS TO COMPLETE THE CONTRACT AS PER THE AGREED TERMS AND CONDITIONS, THE CONTRACT WILL STAND TERMINATED IN BETWEEN AND THE AMOUNT OF SECURITY DEPOSIT WILL BE FORFEITED.
9. The Director, AIIMS, and New Delhi-29 reserves the right to cancel/reject full or any part of the tender, which generally do not fulfill the conditions stipulated in the tender.
10. Tenderers submitting the tenders would be deemed to have considered and accepted all the terms and conditions. No enquiries, verbal or written shall be entertained in respect of acceptance or/rejection of the tender.
11. The tenderers shall furnish a **Non-blacklisting certificate** indicating that the firm has not been blacklisted in the past by any government/private institution. The tenderer /supplier have to give an **affidavit on non-judicial stamp paper of Rs.10/- duly attested by the notary that there** is no vigilance/CBI/police/court case in connection with commercial activity pending against the firm/supplier.
12. The tenderers shall furnish following certificates invariably along with technical bid, as applicable, otherwise quotation shall be summarily rejected: -

- b. A declaration by the proprietor of the firm, in case, the firm is proprietorship firms on non-judicial stamp paper of worth Rs. 100/- duly attested.
 - c. An attested copy of partnership deed duly registered by the Registrar of Firms, in case, of partnership firm.
 - d. An attested copy of article of memorandum with constitution of firm and guidelines, in case of private limited firm with name, photo & signatures of all Directors.
13. The tenders should take care that the rates and amount are written in such a way that interpolation is not possible. No blanks should be left which would otherwise make the tender liable for rejection.
14. The rates quoted should be inclusive of all taxes and levies etc., Tenders not confirming to these requirements are liable for rejection and no correspondence thereof shall be entertained whatsoever.
15. The contract can be terminated by AIIMS, by giving **ONE-MONTH** clear notice in advance. The approved contractor, if so desires can terminate the contract by giving **THREE-MONTH** clear notice in writing.
16. The contractor shall provide vehicles as per AIIMS requirement (number of vehicles can be increased or decreased any time during the contract period) & any vehicle service can be withdrawn by AIIMS, any time directly without any prior intimation to approved contractor in between contract period depending upon the actual requirement, and the contractor/supplier should give an undertaking on their letterhead that sufficient number of vehicles as and when required will be provided in good condition, wherever requisitioned.
17. Failing of any omission to carry out the provision of the contract by the supplier shall not give rise to any claim by any party, one against the other, if such failure of omission arises from an act of God, which shall include all acts of natural calamities such as fire, flood, earthquake hurricane or any pestilence or from civil strikes, compliance with any statute and/or regulation of the Government, lookouts and strikes, riots, embargoes or from any political or other reasons beyond the suppliers control including war (whether declared or not) civil war or state insurrection, provided that notice or the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to force major conditions.
18. The courts at Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other courts shall have jurisdiction in the matter.
19. The contractor shall not be entitled to any increase in the rates quoted till the expiry date of the contract. Any hike/reduction in the prices of CNG/ Petrol / Diesel during the contract period will be considered proportionately only after obtaining adequate proof like Govt. notification etc. to this effect.
20. The payment will be made to the contractor monthly/accomplish of one task duly verified by the Chief Technical officer, Transport Office/ Transport Committee/ officer – in –charge of respective department. The bills shall be normally processed and paid within 30 days from the receipt of **bills in triplicate duly Pre-receipted**. The starting point of the vehicles will only be considered as per schedule for payment.
21. The Technical Selection Committee will shortlist the Technical Bids on the basis of technical parameters i.e. pre-qualification certificates and inspection of the buses/staff Cars as per tender conditions. Based on the results, vendors will be short-listed further and the names of short listed vendors announced to the respective vendor only who's Technical Bids qualify for opening the Financial/Commercial Bids. The Commercial Bids of only the vendors shortlisted from the Technical Bids will be opened in the presence of their representatives on a specified date and time to be intimated to the respective vendors. Minimum of 08 No. of vehicles are required to be produced

by the vendors for inspection. **A list of vehicles along with the photocopy of their RC, Fitness and Permit owned by the contractor must be submitted in the technical bid itself.** Those vendors who fail to produce the above mentioned vehicles at the time of inspection before the Committee will be summarily rejected and no correspondence will be entertained in this regard. Any act on the part of the tenderer to influence anybody in the Institute is liable to rejection of his tender.

22. The tenderer should have been in this business for a period of at **least last 5 years in the Govt. Department, Delhi** in relation to the type of work for which the quotations/tenders are being submitted. A declaration to this effect should be given by the tenderer on a **non-judicial stamp paper worth Rs. 10 /- duly attested by a Notary Public.**
23. The vendor will have to comply with the **latest safety norms as directed by Hon'ble Supreme Court** and will also produce necessary undertaking on **Rs. 10/- non-judicial stamp paper** duly attested by notary public in this regard along with techno-commercial bids failing which their quotation will not be considered.
24. The approved vendor will provide the dress to the vehicle staff (driver/conductor) as per dress code approved by Delhi Traffic Department/ Guidelines at no extra expenditure.
25. In case of any accident institute will not be held responsible and approved vendor will provide the other vehicle in place of accident stricken vehicle and vendor will be responsible for any police case, claim and insurance to this effect.
26. The approved vendor will maintain cleanliness of the approved vehicles and in case of improper maintenance, if noticed, such as broken glass, torn seat cover, improper cleanliness etc, a penalty of Rs. 500/- per inspection will be imposed.
27. The drivers of the approved vendor should have valid driving license as applicable to Delhi and NCR. No owner or person in-charge of the vehicle shall permit the vehicle to be plied by a person who does not satisfy the provision of the section 3 (driving without D/L) or section 4 (minor's driving) or of the M.V.Act 1988. Also the driver and conductor of the vehicle should behave in civil and orderly manner with the passengers. Moreover, the antecedents of drivers should be properly verified by police and a copy of the report in respect of driver would be provided to the institute.
28. In case the contractor fails to provide the services during the contract period, the Director, AIIMS, New Delhi-29, will have the right to make alternative arrangement at the risk and cost of the contractor. The contractor shall be liable to reimburse extra cost if any on this account.
29. Only those CNG (Non A/C) and A/C Buses/Staff Cars duly approved by the institute shall be put on service. Additional buses / Staff Cars when required will be allowed to ply only after inspection.
30. The contractor has to ensure punctual schedule trips and maintain/ keep a trip register with every vehicle, if due to any emergence trip could not be performed; it should be immediately communicated to the Chief Technical Officer/ Admn. Officer (Transport) in the main garage or the officer –in-charge of the concerned department.
31. In addition to the requisite numbers of regular vehicles on fixed route for carrying AIIMS staff, approved vendor will also keep standby vehicles to meet the requirement in the event of emergency/breakdown condition. In the same manner CNG bus will be made available by the contractor on immediate basis as per the requirement of the institute.

32. A penalty composition of Rs. 500/- (Rs. Five hundred only) shall be charged from the contractor per missing trip irrespective of the cost and Rs. 5,000/- (Rs. five thousand only) for each day during which such CNG Bus Non A/C is not provided as per list approved by AIIMS.
33. The A/c vehicles should have functional A/c as well as heating system and in case the same is not in working condition, the rates shall be reduced by 20 % for the trip.
34. The price charged for the service to run CNG (Non A/C) and A/C Buses/Staff Cars, under the reference, by the supplier shall in no event exceed the lowest price at which the supplier provide the services of same identical description to any other person/organization/ Institution during the currency of the contract as per fall clause adhered by D.G.S.& D. If at any time, during the said period the approved vendor reduced the said prices of such service to any other person/organization/ Govt. Institution/ Cooperative Stores at price lower than the quoted price, he shall forthwith notify such reduction to the Director, All India Institute of Medical Sciences and the charges payable for said services after the date of coming into force of such reduction shall stand correspondingly reduced and should attach an undertaking on **non-judicial stamp paper of Rs 10/- duly attested** otherwise quotation shall be summarily rejected.
35. Payment of the approved vendor for providing the vehicles at AIIMS shall be made through electronic clearing system. The second party shall also mention name of the bank, account no. with IFSC Code of the bank branch on each bill furnishing for payment.
36. On the fixed route, the approved contractor is expected to pick the commuters from AIIMS in the morning and drop the commuters at AIIMS centre, Ballabgarh, and AIIMS part-II Badhsa, Jhajjar (Haryana). The bidder may quote the rate for the same bus route in lump sum basis, if they desire, for all working days (except national holidays and Sundays) in a month.
37. The approved contractor is expected to provide A/C & Non A/C vehicles for Delhi-NCR and out of Delhi as and when required by the AIIMS.
38. THE FORWARDING LETTER/ UNDERTAKING (SCHEDULE-‘A’) DULY SIGNED SHOULD INVARIABLY BE RETURNED ALONGWITH QUOTATIONS FURNISHED, FAILING WHICH THE TENDER SHALL BE REJECTED.
39. The contractor would be required to keep/ maintain a logbook with every vehicle, showing details of duty performed by that vehicle & must be maintained by the driver. The official of AIIMS administration must countersign the logbook after every use.
40. The AIIMS administration may ask for replacement of a driver in lieu of misconduct/act of omission or commission being conducted or causing harm to the vehicle/image of the Institute.
41. The contractor will solely be responsible in the event of violation of any traffic law/ Rule Violation/ Criminal offence/ accident or any act which is under criminal offence, being committed by the driver with vehicle. AIIMS administration will not bear any liability in any form.
42. The contractor shall not employ any person who has not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various Labour Laws/Acts/Rules like Minimum Wages, Provident Funds, ESI, Bonus, Gratuity, Contract Labour Act and other Labour Laws/Acts/Rules in force from time to time at his own cost. In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Contractor, there will not be any liability on the Department. A copy of the Provident Fund number and ESI no. must be enclosed with the technical bid submitted. A declaration to this effect should be given by the Firm on a **non-judicial stamp paper worth Rs. 10 /- duly attested by a Notary Public.**

43. The contractor must obtain due police verification certificate for non involvement in any criminal activity of driver prior to his deployment and submit the copy of the same to the AIIMS. A declaration to this effect should be given by the contractor on a **non judicial stamp paper of Rs. 10/- duly attested by a Public Notary.**
44. The AIIMS will be under no legal obligation to provide employment to any of the personnel of the contractor and the Department recognizes no employer-employee relationship between the Department and the personnel deployed by the contractor/agency.
45. There will be no dead mileage. The kilometer for the purpose of “vehicle run” and “hours of duty” shall be reckoned from the point of reporting for duty to the point of vehicle released.
46. If any time any question, dispute or difference whatever shall arises between the two parties (AIIMS on the one hand and contractor on the other hand) in relation to the hiring either of the parties may give notice in writing. The existence of such question, dispute or difference shall be referred to two arbitrators, one to be nominated by the Director, AIIMS, and the other to be nominated by the contractor. Such a notice of the existence of any question dispute or difference in connection with the hiring shall be served by the either party within 30 days of the beginning of such dispute failing which all rights and claims shall be deemed to have been forfeited and absolutely time barred.
- Before proceeding with the reference the arbitrators shall appoint/ nominate an umpire. In the event of the arbitrator not agreeing in their award the umpire appointed by them shall enter upon the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at AIIMS.
- Upon every or any such reference the cost of any incidents to the reference and award respectively shall be at the discretion of the arbitrator or in the event of their not agreeing of the umpire appointed by them who may determine the amount thereof or direct the same to be fixed as between solicitors and or as between parties and shall direct by whom and in what manners the same shall be borne and paid.
47. **IN CASE OF THE TENDER DOCUMENTS DOWNLOADED FROM THE WEBSITE:**

THE BIDDERS MAY DOWNLOAD THE TENDER DOCUMENTS DIRECTLY FROM THE WEBSITE AVAILABLE AT www.aiims.ac.in, www.aiims.edu and www.tenders.gov.in. IN SUCH CASE, THE BIDDERS ARE REQUIRED TO SUBMIT THE TENDER COST OF **Rs.1,000/- (RUPEES ONE THOUSAND) FOR BUSES AND Rs. 500/- (RUPEES FIVE HUNDRED) FOR STAFF CARS (NON-REFUNDABLE)** BY WAY OF SEPARATE DEMAND DRAFT DRAWN IN FAVOUR OF DIRECTOR, AIIMS, AND THE SAME SHOULD ESSENTIALLY BE ENCLOSED ALONGWITH THE TECHNO-COMMERCIAL BID. THE BIDDERS **SHOULD SPECIFICALLY SUPERCRIBE, ‘DOWNLOAD FROM THE WEBSITE’ ON THE TOP LEFT CORNER OF THE OUTER ENVELOPE** CONTAINING TECHNO-COMMERCIAL BID & PRICE BID SEPARATELY. IN NO CASE, THE TENDER COST FEE SHOULD BE MIXED WITH EMD AMOUNT-THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE WILL BE SUMMARILLY REJECTED.

Note: -

- a) If the above-mentioned certificates/documents are not submitted along with the tender, application will not be considered in order and will automatically be treated as rejected.
- b) If AIIMS finds any false declaration in tender documents submitted by the tenderer/ supplier at any stage, the tenderer / supplier will be treated disqualified and removed from the rate contract.No business, henceforth, will be done with the firm/supplier.

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(TRANSPORT OFFICE)

(SCHEDULE –‘C’)

Tender ref. no.- XX. F.7-30 /TPT/Hiring CNG Buses at AIIMS/16-17

CNG (Non A/C)and A/C Buses should be submitted in accordance with the following: -

1. The Buses for NCR/ other states will also be required on KM basis.
2. A/C and Non A/C CNG Mini Bus (20-25 seaters) will be required on Kms./hours basis and on as and when required basis.
3. One A/C Bus for Ballabhgarh/ Dayalpur/ Chansa will ply at least 120 KMs per day on working days.
4. The bus on Jhajjar, Badhsa will ply at least 12 hrs/100-120 KMs on working days.
5. Buses will be required for clinic duty in rural areas like Dakshinpuri, etc. in Delhi.
6. A/C and (Non A/C) CNG bus of model 2012 or above having 35-40 & 40-45 respectively seating capacity will only be considered for inspection.
7. Minimum 8 nos. of Buses will be required for technical inspection before opening the financial bid.
8. Parking Charges, Toll tax, State Transport Taxes, if any, paid by the agency will be reimbursed on the production of valid receipts along with monthly bills. Further, service tax will be paid extra.
9. The prospective bidder may quote the rates in the format prescribed at ANNEXURE-1 & 2. Bidder shall quote the rates in Indian Rupees for the entire contract

In addition to the above, the terms and conditions enclosed to this Tender Invitation letter shall govern.

NOTE:-

- 1. The firm should submit their offer for rupees per kilometer uniformly, in accordance with above mentioned parameters. As per attached format.**
- 2. If any bidders not adhering strictly to the enclosed specification parameters will be summarily rejected.**

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(TRANSPORT OFFICE)

(SCHEDULE-‘D’)

Ref. No.- XX F.7-30/TPT/Hiring of CNG Buses/Staff Cars at AIIMS/2016-17

Subject: Hiring of CNG Buses (Non-A/C)/AC on Kms basis / fixed routes and on as and when required basis within NCR/for (Ballabhgarh and Badhsa) Centre of AIIMS, Delhi on **Two-year** rate contract basis.

Check List of Certificates/ Documents required to be submitted in the
Techno-Commercial Bid-Part I

The tenderer are advised to submit the following certificates under the category of “**Vital documents**” invariably along-with Techno-Commercial Bid. If these documents are not submitted/ conditions not met, the quotation shall be summarily rejected and no further correspondence, in this regard, shall be entertained.

1. Violation of two-bid system. (**Clause No.07**)
2. EMD/bid amount. (**Clause No. 08**)
3. Non-black listing declaration (**Clause No. 11**)
4. Declaration reg. Proprietorship/ Partnership/ Pvt. Limited firm (**Clause No.12**)
5. Undertaking on firm’s letterhead that sufficient number of CNG Buses as and when required will be provided wherever requisitioned (**Clause No.16**)
6. List of vehicles along with photocopy of their RC, Fitness and permit owned by the contractor. (**Clause No.21**)
7. Declaration regarding experience of Business in relation to the type of work for which the quotations/tenders are being submitted for a period of at-least last 5 years. (**Clause No.22**)
8. Undertaking with regard to compliance of safety norms as directed by Hon’ble Supreme Court. (**Clause No.23**)
9. Fall clause declaration (**Clause No.34**)
10. Schedule-‘A’ (**Clause No.38**)
11. The agency should be registered with ESI/PF authorities. Registration proof should be submitted along with the tender. (**Clause No.42**)
12. Undertaking with regard to police verification certification of driver. (**Clause No.43**)

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TRANSPORT OFFICE, ANSARI NAGAR, NEW DELHI-110029

Tender No.F.7-30 /TPT/Hiring of MUv / Cars/AIIMS/16-17

Daily Basis Rate for Staff Car as indicated below

Particular of vehicle		Rate for Local Duty within Delhi-NCR 40 Kms			Rate for Local Duty within Delhi-NCR 80 Kms				Rate for Local Duty within Delhi-NCR 120 Kms			Rate for Out of Station Duty			Charges for extra kms. (in Rs.)	Charges for extra hours (in Rs.)
		4 Hours.	8 Hours.	12 Hours.	4 Hours.	8 Hours.	12 Hours.	16 Hours.	8 Hours.	12 Hours.	16 Hours.	Per Km. (in Rs.)	Driver's Allowance (in Rs.)	Night Detention (in Rs.)		
1.	Tata Indigo GLX, Swift Dezire , Accent, Etios, Honda Amaze, Maruti SX4, or equivalent i)(AC) ii) (Non-AC)															
2.	Innova/ Scorpio/Xylo Ertiga or equivalent i) (AC) ii) (Non-AC)															
3.	Charges for Pickup/Drop service from AIIMS to IGI Airport (Terminal -3) Delhi and vice versa in lump sum basis including parking & waiting.															
4.	Charges for Pickup/Drop service from AIIMS to Domestic Airport (D-1) Delhi and vice versa in lump sum basis including parking & waiting.															
5.	Charges for Pickup/Drop service from New Delhi Railway Station to AIIMS and vice versa in lump sum basis including parking & waiting.															
6.	Charges for Pickup/Drop service from Old Delhi Railway Station to AIIMS and vice versa in lump sum basis including parking & waiting.															

Note:- The above charges are inclusive of fuel/lubrication/repair and maintenance of vehicle, wages of drivers, uniform, /permit fees, insurance of vehicle etc.

However, Parking Charges, Toll tax, State Transport Taxes except Haryana and Himacal Pradesh, if any, paid by the agency will be reimbursed on the production of valid receipts along with monthly bills. Further, service tax will be paid extra.

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ANNEXIRE-II

TRANSPORT OFFICE, ANSARI NAGAR, NEW DELHI-110029

Tender No. : - F.7-30 /TPT/Hiring of CNG Buses/AIIMS/16-17

Daily Basis Rate for Local Duty with CNG Buses (with in Delhi - NCR)

(All inclusive-including taxes and levies except service tax and parking charges)

Particular of vehicle		Rate for 40 Kms in a day (in Rs.)			Rate for 80 Kms in a day (in Rs.)				Rate for 120 Kms in a day (in Rs.)			Extra Charges per km beyond (in Rs.)	Extra Charges per hour beyond (in Rs.)	Driver's Allowance/Detention charges for out of station Duty (in Rs.)
		4 Hours.	8 Hours.	12 Hours.	4 Hours.	8 Hours.	12 Hours.	16 Hours.	8 Hours.	12 Hours.	24 Hours.			
1.	A/C CNG Bus (35-40Seaters)													
2.	Non-A/C CNG Bus (40-45Seaters)													
3.	Mini CNG Bus A/C (20-24 Seaters)													
4.	Mini CNG Bus Non - A/C (20-24 Seaters)													
5.	Charges for vehicle in case it does not cover any Km. (in Rs.)													
6.	Charges for vehicle demanded but cancelled within 2 hours from the reported time of the bus. (in Rs.)													
7.	Charges for A/C Bus in lump sum basis for all working days (Except National holidays & Sundays) in a month for Ballabhgarh / Dayalpur & Chansa, will ply at least 12 hrs /120 KMs per day. (in Rs.)													
8.	Charges for A/C Bus in lump sum basis for all working days (Except National holidays & Sundays) in a month for Jhajjar, Badhsa, will ply at least 12 hrs /120 KMs per day. (in Rs.)													
9	Charges for A/C Bus in lump sum basis for all working days (Except National holidays & Sundays) in a month for NDDTC Gaziabad, will ply at least 08 hrs /100 KMs per day. (in Rs.)													
10.	Charges per Kms. for out of station duty with A/C Diesel Bus													
11.	Charges per Kms. for out of station duty with Non - A/C Diesel Bus													
12.	Charges for single trip (To & fro) from AIIMS to Trama Centre (JPNATC) and vice versa													
13.	Charges for single trip (To & fro) from AIIMS to Ayur Vigyan Nagar and vice versa													
14.	Charges for single trip (To & fro) from AIIMS to Masjid Moth Hostel and vice versa													

