

RAJKOT MUNICIPAL CORPORATION

Central Workshop, Opp.Sitaram Weigh Bridge,
RAJKOT-360003



TENDER No. RMC/Central Work shop/2023-2024

Technical Bid Documents

For

Two Year Rate Contract For Various Type Of Passenger Car, SUV & MUV On Hire Basis As Per Technical Specification

MILESTONE DATES

Tender available on web site	26/09/2023 to 16/10/2023 upto 18.00 Hours
Last Date & Time for a Query (submitted by E- mail)	05/10/2023 upto 18.00 Hours Send Query on Mail id:- jlshingala@rmc.gov.in
Last Date & Time for downloading the Tender Document	16/10/2023 upto 18.00 Hours IST
Last date & Time for Online submission of tender	16/10/2023 upto 18.00 Hours IST
Physical submission of Qualification documents, EMD, Tender Fee etc.	Up to 19/10/2023 during office hours. (Reg. id or Speed Post Only)
Online Opening of Technical Bid	20/10/2023 at 12.00 Hours IST onwards (If Possible)
Online Opening of Price Bid of the Evaluated Tender	25/10/2023 at 12.00 Hours IST onwards (If Possible)

2023-24

**Deputy Commissioner (East Zone)
RAJKOT MUNICIPAL CORPORATION
RAJKOT - (Gujarat)**

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RAJKOT MUNICIPAL CORPORATION

Chapter - 1
Tender Notice

Tenders with two bid system are invited for **"Two Year Rate Contract For Various Type Of Passenger CAR, SUV & MUV (A.C & NON A.C as per the Requirement) On Hire Basis As Per Technical Specification"** from reputed qualified agencies those who qualify the below mention criteria.

Eligibility criteria:

1. Bidder must have valid GST registration.
2. Average annual turnover of last seven years should not be less than Rs.80 Lacs.
3. Working Capital must not be less than Rs.40 Lacs.
4. Bidder must have completed at list One work of 64.00 lacs or two work of 48.00 lacs similar nature in last seven year in single order per year.
5. Minimum solvency required Rs.35.00 lacs of any Scheduled or Nationalized Bank of Current financial year.
6. Performance certificates along with its PO/WO from competitive authorities.
7. Bidder must have 05 nos. of vehicles registered under TAXI category at his own names.**(Vehicle shall not be older than january-2019 – Registration Date of Vehicle is Considered)**
8. Bidder must produce rent agreement for remaining 05 nos vehicles (Provide Total 10 nos vehicle detail required if own vehicles more than 05 nos then agreement required for vehicles= 10 - own vehicle) which is also registered under TAXI category. This agreement must be valid for 30 months minimum.
9. Bidder shall have to submit RC book & insurance copy along with technical documents and valid driver license.
10. The Bidder must have to submit affidavit over Non judicial stamp paper of Rs. 300 for
 - A) He should not be black listed anywhere in India.
 - B) Document submitted by him are correct and genuine in every manner

Tender No	Item	EMD Rs.	Tender Fee in Rs. (Non refundable)
RMC/Central Work shop/ 2023-24	Two YearRate Contract For Various Type Of Passenger Car, Suv & Muv On Hire Basis As Per Technical Specification	1,60,000/-	4500/-

An Earnest Money Deposit of Rs.1,60,000/- and Tender fee of Rs.4500/- (Non-refundable) in form of Demand Draft in favour of Commissioner, RAJKOT MUNICIPAL CORPORATION, Rajkot, of any Nationalized or Schedule Bank located at Rajkot shall accompany along with the qualification's documents on XX-XX-XXXX to XX-XX-XXXX during office hours at Central Workshop, Rajkot Municipal Corporation, Bhavnagar Road, Rajkot-360003.

Tender shall be submitted online through tendering upto 18.00 hours IST on or before date XX-XX-XXXX and tendered Technical Bid will be opened on Date XX-XX-XXXX (if possible) at 12.00 Hours IST onwards

Municipal Commissioner, Rajkot Municipal Corporation, Rajkot, reserves the right to accept or reject any or all tender(s) without assigning any reason thereof.

Deputy Commissioner
(East Zone)
RAJKOT MUNICIPAL CORPORATION

RAJKOT MUNICIPAL CORPORATION**Chapter-2**
EMD Schedule

Name of work: - **Two Year Rate Contract For Various Type Of Passenger Car, Suv & Muv On Hire Basis As Per Technical Specification.**

Tender Fee:- Rs.4500/-(Non-refundable)

Earnest Money Deposit: - Rs.1,60,000/-

An Earnest Money Deposit of Rs.1,60,000/- and Tender fee of Rs 4500/- (Non-refundable) in form of Demand Draft in favour of Municipal Commissioner, Rajkot Municipal Corporation, Rajkot, of any Nationalized or Schedule Bank located at Rajkot shall accompany along with the qualification's documents on XX-XX-XXXX during office hours at Central Workshop, Rajkot Municipal Corporation, Bhavnagar Road, Rajkot-360003..

DETAILS TO BE FILLED BY TENDERER

Name of Tenderer : _____

Address of Tenderer : _____

Nature of Business : _____

DETAILS OF E.M.D.

Name of Bank & Branch: _____

D.D.No. & Date : _____

Amount in Rupees : _____

DETAILS OF SOLVANCY

Name of Bank & Branch: _____

D.D.No. & Date : _____

Amount in Rupees : _____

Sign of Tenderer.

RAJKOT MUNICIPAL CORPORATION**Chapter - 3**
Tender Schedule

Sr No	Item	Tenure of contract	Estimated cost in Rs./year
1	Two Year Rate Contract For Various Type Of Passenger CAR, SUV & MUV On Hire Basis As Per Technical Specification	02 years	1,60,00,000/-

**Deputy Commissioner
(East Zone)
RAJKOT MUNICIPAL CORPORATION**

RAJKOT MUNICIPAL CORPORATION

Chapter – 4

General Terms and Conditions for Contract

1. Prices should be written clearly in Figure and in Words proper space in "Price Schedule" of Tender Price Bid of the Tender.
2. Quoted price should be inclusive GST and other all costs.
3. An Earnest Money Deposit of Rs 1,60,000/- and Tender fee of Rs. 4500/- (Non-refundable) in form of Demand Draft in favour of Municipal Commissioner, Rajkot Municipal Corporation, Rajkot, of any Nationalized or Schedule Bank located at Rajkot shall accompany along with the qualification's documents AS per Milestone date during office hours at Central Workshop, Rajkot Municipal Corporation, Bhavnagar Road, Rajkot-360003. Without E.M.D. and tender fee in form of Demand Draft, Tender will be rejected.
4. Tender shall be valid for a period of not less than 180 days after the date of opening Tender Price Bid.
5. Tender document submitted through any other mode like courier, hand delivery shall not be considered.
6. Tenderer should have to offer the firm prices in tender Price Bid for the prescribed item as per given in Technical Specification. **Tenderer whom have to submitted/ Offer, lower price in maximum category as per prescribed item in price bid will be consider for L-1 Agency. (For Consideration of L-1 Agency Rate in Rs. Per KM for Additional Uses will not be considered).**

7. Tenderer shall have to submit the self attested Xerox copy of following:

- 1 Bidder must have valid GST registration.
- 2 Bidder must have an office with adequate staff in Rajkot city. Must attach Staff List & Office Address Proof.
- 3 CA certificate of Average annual turnover of last seven years should not be less than Rs.80 Lacs.
- 4 CA certificate Working Capital must not be less than Rs.40 Lacs.
- 5 Performance certificate with po/wo from competitive authorities of Bidder must have completed at least One work of 64.00 lacs or two works of 48.00 lacs of similar nature in last seven year in single order per year.
- 6 Minimum solvency required Rs.35.00 lacs of any Scheduled or Nationalized Bank of Current financial year.
- 7 Bidder must have 05 nos. of vehicles registered under TAXI category in his own names.**(Vehicle not to be older than january-2019 – Registration Date of Vehicle will be Considered)** submit RC book & insurance copy along with technical documents and valid driver license.
8. Bidder must produce rent agreement for remaining 05 nos vehicles (Provide Total 10 nos vehicle detail required if own vehicles more than 05 nos then agreement required for vehicles= 10 - own vehicle) which also be registered under TAXI category. This agreement must be valid for minimum 30 months. submit RC book & insurance copy along with technical documents and valid driver license for rented vehicles also.
- 9 The Bidder must have to submit affidavit over Non judicial stamp paper of Rs. 300 for
 - A) He should not be black listed anywhere in India.

B) Document submitted by him is correct and genuine in every manner

8. Successful Tendered shall have to pay the Security Deposit Rs.**5,00,000/-** in form of Fixed Deposit Receipt or Bank Guarantee of any Scheduled Bank or Nationalized Bank located in Rajkot, for a period of 30(Thirty) months in the name of "**Municipal Commissioner, Rajkot Municipal Corporation,**" Rajkot, and shall have to enter into an agreement **on a stamp paper of 4.90 % of security deposit** amount must be submitted, and if the contractor fails to submit the agreement deed in the stipulated time limit, the E.M.D. for this contract will be forfeited and the contractor will be debarred for work in RMC. SD will be returned only after successful completion of work period.
9. Tenderer shall have to provide vehicles along with fuel, driver, lubricants & other consumables also. Vehicle must be registered with RTO office under TAXI category.RMC shall not be reimbursed any kind of cost for lubrication & consumables.
10. Vehicle shall not be older than Jan-2019. (Registration date of vehicle in RTO shall be considered)
11. Tenderer shall have to submit certificate of at least one similar kind of work with govt. /semi ovt. (document evidence shall have to submit along with performance certificate)
12. Tenderer shall have office in Rajkot city along with adequate no. of staff and shall have to submit documentary evidence for the same with tech. bid document.
13. Tenderer shall have to renew the insurance policy of vehicles which is give during contract tenure & shall have submit copy of same to RMC when demanded.
14. RMC shall not be responsible for any kind of damage to contract vehicle due to any kind of man made reason like curfew, fire accident, robbery & also due to natural disaster like flood, earthquake, cyclone etc..
15. Tenderer shall have to provide vehicles along with driver who have at least HCV or HGV license base.
16. In case of any break down of vehicle Tenderer shall have to provide another vehicle immediately. If Tenderer is fail to provide vehicle same will be lead to penalty of Rs. 1,000/- per day per vehicle.
17. If tenderer fails to provide vehicles or concern officer is not satisfied with his vehicles service contract will be terminated and RMC will complete remaining contract at contractor's cost & risk.
18. Tenderer has to maintain log book for each vehicle and has to work as per instruction of officer using vehicle.
19. Tenderer has to provide certificate (from officer using vehicle) along with Xerox copy of log book for billing procedure.
20. Payment will be made as per prevailing norms of Rajkot Municipal Corporation, Rajkot

21. Tenderer shall have to provide driver along with id card, shoes and uniform decided by RMC.
22. Tenderer has to make payment to his driver and staff as per minimum wages act.
23. If vehicle is break down, agency has to arrange for new vehicle at his cost and risk.RMC will not reimburse any kind of taxes, duty and levies applicable to this service.
24. RMC will not reimburse any kind of taxes, which will be introduced by govt. on this service during the rate contract is in force.
25. Tenderer has to set approval all for vehicles and drivers at central workshop of RMC when demanded.
26. Tenderer can contact for more information and details regarding tender to the Deputy Executive Engineer (Auto), Central Workshop, Rajkot Municipal Corporation, Bhavnagar Road, Rajkot-360003. Mobile No- 9723451964 e-mail id jlshingala@rmc.gov.in
- 27. PRICE PREFERENCE:**
No price preference will be given to SSI units or Khadi Gramudhyog Units.
- 28. JURISDICTION:**
In the event of any dispute or difference arising out of this tender / contract, the jurisdiction of the Court shall be Rajkot (Gujarat) only. While executing the agreement, the supplier shall be governed at all times by all laws, regulations etc., in force in Gujarat State.
- 29. DISPUTE:**
In the event of any problem, dispute or difference arising out of or under this contract, the decision of the Municipal Commissioner, Rajkot Municipal Corporation, Rajkot, will be final and binding to the parties to this contract.
- 30. NON-BLACK LISTING BOND:**
The Tenderer has to furnish the undertaking on the non-judicial stamp paper of Rs.300/- duly Notarized regarding his firm is not black listed in anywhere in India at the time of tendering. This undertaking should be submitted as hard copy.
31. Conditional offer will not be accepted and same will be treated as non-responsive.
- 32 TENDER AGREEMENT:**
The Tenderer shall be required to enter into an agreement for due performance of the contract. The stamp duty on all documents to be executed in connection with this work to be entered into shall be borne by supplier. The security deposit (SD) in form of FDR / Bank Guarantee shall be deposited for required value. The contract agreement will have to be executed on a stamp paper of appropriate value as per value orders in force for the time being.

EMD of the first lowest firm/company will be forfeited if they fail to enter into agreement within prescribed time limit for entering into agreement.

33. Municipal Commissioner, Rajkot Municipal Corporation, Rajkot, reserves the right to accept or reject any or all the tender(s) without assigning any reasons thereof & to split up the parallel this work to more than one party.

34. Technical Bid will be opened online on Date: XX-XX-XXXX **at 12.00 Hours IST onwards.** And after evaluation of e-Technical Bid, e-Price Bid will be opened only of those Tenderers who will be qualified in e-Technical Bid evaluation. Date of opening of e-Price bid will be XX-XX-XXXX at 12.00 Hours IST onwards only of those Tenderers who will be qualified in e-technical bid evaluation.

35. Contract price

for contract price will be as per the price bid (or sanction by RMC)& will be inclusive of all expense necessary for continue contract.

The contract price shall be vary during entire contract period if diesel price(fuel) is change. it may be increase or decrease depend on fuel price. no other price increase will be given during entire contract period.

36. Fuel price adjustment

The rate quoted by tenderer will be vary during contract period only if diesel price variation during the contract period will be consider. Fuel cost increase or decrease will be allowed every month & rate applicable will be the rate of first day of month will be taken into considered. Base rate will be rate of retail rate of diesel of IOCL on the last date of submission. The formula for determined increase or decrease in the rate from the base rate will be as under.

Diesel Base rate will be consider Retail rate of Diesel of IOCL on the day of last date of submission of E-tender.

New rate of Contract for Month = Rate of previous Month + E

Where;

$E = ((A/B * \text{Rate of previous Month}) - \text{Contract Rate of Previous Month})/2$

A= Rate of Diesel on 1st Day of Previous Month

B= Rate of Diesel on 1st Day of Current Month

37. Penalty

Penalty will be applicable as per Below Rate

- 1) Vehicle not be Provided on time :- Rs. 1000 For first Incident
Rs. 2000 For Second Onward Incident
- 2) Sufficient Fuel not Provided in Vehicle:-Rs. 1000 For first Incident
Rs. 2000 For Second Onward Incident
- 3) Misbehavior of Driver :-
Driver must be Dismissed
if same driver will appointed again
Rs.1000 for such incident
- 4) Use of Unapproved Vehicle & Driver:- Rs.2000 each such Incident.

**Deputy Commissioner (East Zone)
Rajkot Municipal Corporation**

Sign of Tenderer.

DETAILS OF TENDERER::

1	a	Name of Tenderer	
	b	Address of the office(s)	
	c	Date of incorporation and/or commencement of business	
2		Brief description of the Tenderer's main lines of business	
3		Details of individual(s) who will serve as the point of contact / communication for RMC with the tenderer	
	a	Name	
	b	Designation	
	c	Company / firm	
	d	Address	
	e	Telephone number	
	f	e-mail address	
	g	Fax number	
	h	Mobile number	
4		Name, Designation, Address and Phone Numbers of authorized signatory of the tenderer.	
	a	Name	
	b	Designation	
	c	Company / firm	
	d	Address	
	e	Telephone number	
	f	e-mail address	
	g	Fax number	
	h	Mobile number	

Sign of Tenderer.