

OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER, KALAMPUR, KALAHANDI

No... 665.../MS Date 12/12/19 //

(TENDER CALL NOTICE FOR HIRING OF VEHICLE FOR MISSION SAKTI TEAM, OFFICE OF THE CDPO, KALAMPUR)

Sealed Tenders are invited for the intending Travel Agencies/Individuals having valid GST certificate for providing vehicles having sitting capacity not more than 5 including driver on Call basis which shall confirm to the term and condition.

The details of the tender notice and terms and condition can be obtained from the office of the CDPO, Kalampur on payment of Rs. 105/- (Rupees one hundred five) only which is non- refundable during the office hours on any working day till 30.12.2019 by 4 PM.

The tender papers containing detailed term and condition for hiring of vehicle can also be downloaded from the district Website Kalahandi.nic.in and while Submitting such tender paper a Demand Draft (DD) of Rs. 105/- (Rupees one hundred five) only in favour of, CDPO, Kalampur payable at SBI, Kalampur is to be submitted failing which the tender paper will be rejected. The tender paper cost of Rs. 105/- (Rupees one hundred five) only fixed is non-refundable. Tender paper complete in all respect (Technical & Financial) in separate cover along with all required documents and both cover to be kept in a separate big cover is super scribed "Hiring of vehicle for mission Shakti team, office of the CDPO, Kalampur" to be submitted to the CDPO, Kalampur on or before 30.12.2019 by 4 PM by Registered post of speed post. The tender shall be opened on the same date i.e. on 31.12.2019 at 11.00 AM by the Tender Committee headed by CDPO, Kalampur. The tender received beyond the scheduled date and time shall not be taken into consideration.

The Authority reserves the right to reject/cancel any or all the tender at any point of time without assigning any reason there of and shall bear no liability what so ever consequent upon such decision.

^{Nbsz}
12-12-19
Child Dev. Project Officer,
Kalampur

Memo No. 666 /Date 12/12/19 //

Copy forwarded to the DIO, NIC< Kalahandi fo information with a request to get the Tender Call Notice hosted in the official Website of NIC, Kalahandi for wide publicity.

^{Nbsz}
12-12-19
Child Dev. Project Officer,
Kalampur

Memo No. 667 /Date 12/12/19 //

Copy forwarded to the ADM, Kalahandi/ PO. DRDA, Kalahandi/ DIPPO/ Kalahandi/ Sub collector Bhawanipatna/ Dharmagarh/ All BDOs/ All CDPOs for information and necessary action with a request to display the tender, notice of their respective office for wide publicity. Copy to Notice Board.

^{Nbsz}
12-12-19
Child Dev. Project Officer,
Kalampur

TENDER DOCUMENT

FOR

Selection of Travel Agency for providing Hiring Vehicle on Call basis for CDPO Office at Block Programme monitoring Unit (Mission Shakti).

BPMU, Mission Shakti, Kalampur
CDPO Office, In front of Mini Stadium, Kalampur – 766013
Email : cdpokalampur@yahoo.com

Selection of Travel Agency for Providing Hire Vehicle on call basis' for CDPO Office at BPMU (Mission Shakti).

Sealed tenders are invited in the prescribed format registered travel agencies having valid GST certificate for selection of Travel Agency for "Providing Hire Vehicle on call basis' for CDPO Office at Block Programme Monitoring Unit (Mission Shakti) to be deployed for Mission Shakti under CDPO, Kalampur at Block level. Interested bidder should submit their bids for call Basis service, latest by 4 pm dated 30.12.2019 through speed post/Registered post only.

TENDER SCHEDULE

Sl. No.	Tender No. _____	Date _____
1	Period of issue of tender Documents	From dated _____ to dated _____
2	Last date and time for submission of tender documents.	Dt. _____ by _____ Pm
3	Place of submission of completed quotation documents	Office of the CDPO, Kalampur
4	Mode of submission	Through speed post/ registered post only.
5	Place, Date & Time for pre-bid meeting	Office of the CDPO, Kalampur Date _____ time _____ pm
6	Place, date & Time for opening of Technical Bid	Office chamber of CDPO, Kalampur Date _____ time _____
7	Place, date & Time for opening of Financial Bid	Office chamber of CDPO, Kalampur Date _____ time _____ (only for technical qualified bidders)
8	Tender Paper cost	Rs.105/- in shape of DD in favour of CDPO, Kalampur payable at SBI, Kalampur
9	EMD	Rs.6,000/- in shape of DD in favour of CDPO, Kalampur payable at SBI, Kalampur
10	Performance Security Deposit	Rs.12, 000/- per vehicle in shape of DD in favour of CDPO, Kalampur payable at SBI, Kalampur.

11. Requirement

Separate vehicle on call are required at Block for use of the mission Shakti staff working at the office of the CDPO for type-II vehicles. The requirement will be intimated over phone/or by letter of CDPO, Kalampur.

2. Bid Price :

- 1.1 All duties, GST, taxes and other levies payable by the service provider under the contract shall be excluded in the total price.
- 1.2 The rate quoted by the bidder shall be fixed for the period of the contract and shall not be subject to adjustment on any account.
- 1.3 The prices should be quoted in Indian rupees only.
- 1.4 Separated financial Bid shall be submitted for Project (Type-II)

3. Eligibility criteria of the Bidder :

- 3.1 The Bidder shall furnish the following self attested document to establish the bidder's eligibility along with Technical Bid.
 - Copy of registration certificate of company/firm, in cash of individual, it is not required.
 - Copy of GST registration.
 - Copy of last two financial years audited statement/ in cash of individual, Income Tax return.
 - Copy of PAN Card.
 - Copy of latest GST return.
 - Copy of latest GSTR3B form of return (2017-18)
 - Under taking to provide good conditioned vehicles (not more than 3 years old) in form 'D'

- Under taking that firm/Individual in not debarred/blacklisted by government in form 'E'
- 3.2 The agency shall have minimum 2 years of experience in the same field.
 - 3.3 The agency shall have provided vehicles to at least 1 Govt./Semi.Govt. Organisation /PSUs/Bank/Private firm etc. in odisha. Information to be provided in the format annexed in technical form-C.
(Self attested copy of work orders received from government/ semi government/ PSUs/Banks/ Private Firm during 2016-17 and 2017-18 are to be furnished.)
 - 3.4 Average annual turnover during the last two financial years i.e. till 31st March 2019, shall be at least rupees two lakh or more taking last 2 financial year's altogether.
(Audited financial statement /income tax return of last two financial years i.e. 31st march 2019 to be enclosed)
 - 3.5 The agencies must have minimum 2 nos. of own commercial vehicle. (Like Indigo, Swift Dzire of similar vehicle) with in 3 year old as per the initial registration at the date of submission of the Bid. (RC copy all own commercial vehicle model with in 3 years old to be enclosed as per the format annexed in technical form-B)
 - 3.6 Tender received late and incomplete will not be considered.
The documents are to be arranged seriously as per the order mentioned above duly signed and

sealed in each page.

4. Earnest Money Deposit (EMD)

The Bidder shall furnish EMD of Rs.6, 000/- (Six thousand only) in the shape of demand draft in favour of "CDPO, Kalampur ICDS Project". 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 (EMD which will not carry any interest) of the unsuccessful bidder will be refunded on execution of agreement with the successful bidder and that of successful bidder on production of performance security deposit. 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 have to be submitted in two parts i.e. technical Bid (Cover-X which includes technical form, A, B, C, D & E) and financial Bid (Cover-Y which includes financial bid only). The format & documents to be submitted in technical bid are mentioned in the tender document as detailed at Para-3. The technical and financial bid envelop should be clearly marked as technical bid & financial bid on the top relevant envelopes. The tender should be addressed to "CDPO, Kalampur, Address in front of Mini Stadium, Kalampur". The Bidders shall submit their technical and financial Bid separately in two envelopes and these two envelopes should be put in to another cover envelop super-scribed as "Selection of Travel Agency for "Providing Hired Vehicle on Call Basis' for CDPO Office at Block level (Mission Shakti)" through registered post or speed post or in the tender box placed at CDPO office.

5.2 The Bid shall be furnished enclosing all the eligibility documents as detailed at Para-3 to establish the bidder's eligibility, alongside EMD.

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

5.4 All entries and pages in the tender form shall be legible and filled clearly and sigh by the authorised representative. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorised signatory to be attached. No over writing 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 authorised to sign the tender.

6. Performance security Deposit

Successful Bidders will be required to deposit rs.12,000/- (Twelve thousand only) per vehicle as performance security deposit in shape of DD in favour of CDPO, Kalampur, and will be refunded within 30days after satisfactory completion of the contract and after adjustment of dues if any. In case agency is successful to provide vehicle at Project, the agency has to deposit performance security Deposit @Rs.12, 000/- for the vehicle. If the agency fails to provide the vehicle/service as per agreement, entire security deposits of it shall be forfeited by the CDPO, Kalahandi.

7. Validity of Bid :

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

8. Evaluation and award of contract :

Technical Evaluation shall be done first followed by financial evaluation.

8.1.1 The technical evaluation of the technical Bid shall be made for those bidders who fulfil the eligibility criteria as at Sl. No. 3 of this Tender document. Financial proposal shall be opened after the technical

evaluation is completed. The financial Bids of the technical qualified bidders will be opened as per the tender schedule.

8.1.2 The comparative statement shall be prepared for the Project.

8.1.3 The Bidder who quoted lowest price in the Financial Bid for Project shall be awarded the contact.

8.1.4 Vehicle will come under type-II for Block (with in 250km & above 250km).

8.1.5 The vehicle running within 250 km per day within the district headquarters will be treated as local tour and the price quoted in the financial bid will be considered.

8.1.6 If the vehicle running more than 250 km per day, it will be treated as long tour and the bidders will charge the price as per the financial bid.

8.1.7 Night halt charges if required shall be applicable for type-II on case to case basis.

9. Contact period

9.1.1 The rates/ contact will be valid for a period of one year from the date of contact. No adjustment of rates will be applicable within the time period. The contract may be extended on satisfactory performance.

9.1.2 If the successful Bidder fails to execute the order, the performance security of the Bidder will be forfeited and the Bidder will be debarred to participate for subsequent 3 (three) years.

9.1.3 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 contact fails to deliver the service, the service of the empanelled agency will be availed at the negotiated lowest bid price.

10. The Bidder's authorised representative are invited to attend the pre-Bid meeting, Opening of the technical Bid and opening of the financial Bid at their own cost as per tender schedule.

11. The details term & conditions for providing vehicle on call basis can be downloaded from official website i.e. www.kalahandi.nic.in.

12. In case of any dispute both the parties settle it mutually first, then if unsettled it may be settled in any court within the jurisdiction of Kalahandi district.

13. The Driver of the vehicle shall maintain a log book towards running of the vehicle in official work assigned.

14. Payment shall be made on monthly basis through 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.

15. 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.

Memo No. 662 /

Date. 12/12/19

Copy submitted to the Collector, Kalahandi for favour of kind information and necessary action.

^{Nb02}
12.12.19
Child Dev. Project Officer,
Kalahandi

Memo No. 663 /Date 15/12/19

Copy forwarded to the DIO, NIC< Kalahandi for information with a request to get the Tender Call Notice hosted in the official Website of NIC, Kalahandi for wide publicity.

^{Nb02}
12.12.19
Child Dev. Project Officer,
Kalahandi

Memo No. 664 /Date 12/12/19

Copy forwarded to the ADM, Kalahandi/ PO. DRDA, Kalahandi/ DIPPO/ Kalahandi/ Sub collector Bhawanipatna/ Dharmagarh/ All BDOs/ All CDPOs for information and necessary action with a request to display the tender on the notice board of their respective office for wide publicity. Copy to Notice Board.

^{Nb02}
12.12.19
Child Dev. Project Officer,
Kalahandi

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Kalahandi