



**Rani Lakshmi Bai Central Agricultural University**  
**Gwalior Road, Near Pahuj Dam**  
**Jhansi (U.P.) – 284003**

email: [registrar.rlbcau@gmail.com](mailto:registrar.rlbcau@gmail.com), Phone No.0510-2730555

File No.: RLBCAU/Veh.-hire/01/2016-17

Dated: 01.09.2016

**OPEN TENDER ENQUIRY NOTICE NO.: 01/2016-17**

**Subject: Tender for Annual Rate Contract for hiring of vehicles at RLBCAU, Jhansi-reg.**

For and on behalf of the Vice Chancellor, Rani Lakshmi Bai Central Agricultural University (RLBCAU), Jhansi, sealed tender, complete in all respects, are invited for annual rate contract for hiring of vehicles at RLBCAU, Jhansi in two bid (technical and financial) system from various firms registered under National Taxi Permit. The vehicles are required on hire basis for need based official local and outstation journey(s). The eligible firms may submit their competitive rates, terms of service etc. in the prescribed formats (Annexure A & B by Speed Post/ Registered Post only to the **Registrar, RLBCAU, Jhansi-Gwalior Road, Jhansi-284003, on or before 21.09.2016**), so as to reach his office on or before 21.09.2016 by 1.00 P.M. The Tender sent through any other mode will not be accepted. The proposal should be strictly in accordance with the terms and conditions framed by this office for various categories of vehicles in the proforma given as under:-

Name of vehicle (Diesel, AC/Non-AC must be made available 2012 Model or after but not old more than 5 years)	Per-Day Rent (Rs.)		Monthly rent (Rs.) for local journey	Night charges (Rs.)	
	Local Journey	Out station journey		Local Journey	Out station journey
<b>SCHOOL BUS 55-60 SEATER</b>					
Non-AC (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 2000 km/month or beyond 250 Hrs.					
<b>TATA SUMO</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>BOLERO</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>SCORPIO/ TAVERA</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>XYLO</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>INDIGO</b>					
AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>INNOVA</b>					
AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>SWIFT DZIRE/ ETIOS</b>					
AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					

<b>MAHINDA UTILITY</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					

The Tender document along with the Terms and Conditions may be downloaded from the University website [www.rlbcu.ac.in](http://www.rlbcu.ac.in). The downloaded tender proforma must be accompanied with a demand draft of Rs. 500/- (non-refundable) as Tender fee in favour of "RLBCAU, Jhansi" payable at Jhansi. The tenders submitted without tender fee will be rejected.

**Description for tenders:**

- |  |   |                         |
|--|---|-------------------------|
| 1. Last date for Receipt of tenders          | : | 21/09/2016 at 1.00 P.M. |
| 2. Technical bids of Tenders to be opened on | : | 21/09/2016 at 2.30 P.M. |
| 3. Financial bids of Tenders to be opened on | : | 22/09/2016 at 2.00 P.M. |

**Note:**

1. If the date on which the tender are to be opened for acceptance is declared to be a holiday, the tenders shall be deemed to remain open for acceptance till the next working day.
2. The limited tender should consist of Two Bids- (i) The Technical bids and (ii) The Financial bids. Both must be submitted in two separate envelopes to be sealed and put in a single main cover.
3. The outer main cover should be super scribed "**TENDER FOR HIRING OF VEHICLE**". The bidding firms should give their complete address on the bottom left corner of the main cover. The main cover should be sealed properly.
4. The Earnest money along with all technical details should necessarily be kept in the Technical bid as per enclosed ANNEXURE-A.
5. The Financial Bid enclosed as per ANNEXURE-B should only consist of the rates.
6. Financial bid will be opened only of those firms whose technical bid is found in consonance with tender terms.
7. Tendering firms fulfilling the requirements stipulated in this Limited tender documents are requested to quote their competitive lowest prices as per the requirements and specifications given below:
8. Documents required in the Technical Bid need to be attached.

**Terms and Conditions:**

1. The vehicle must be registered and authorized in UP and MP.
2. Toll Taxes/Parking charges shall be paid extra on production of receipts.
3. The driver should have mobile phone connectivity.
4. Driver should have a valid Driving license issued by RTO and their address and Police verification etc. should be available with the agency and the same has to be produced as and when asked for.
5. The dead mileage To and Fro garage will not be counted for daily mileage.
6. University shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicle, or for the injury to the driver, or any other party. The loss or damage or legal expenses on this account shall be borne by the agency.
7. The agency should abide by rules laid down by any authority relevant to deployment of vehicles.
8. In case of any break down of vehicle on duty the agency shall make arrangement for providing another vehicle immediately. In such a case mileage from garage to point of break down would not be paid.
9. Vehicle shall be made available on all days including Holidays & late night also as may be required.
10. In case the agency failed to provide required vehicle after receiving the message for the same even on telephone, at short notice, the vehicle so required will be arranged at the cost of the agency.
11. In case of any dispute, decision of VC, RLBCAU, Jhansi will be binding and no representation will be entertained against the decision of the Vice Chancellor.
12. The agency shall provide statutory benefits to the drivers as provided under relevant law.
13. The monthly bill may be submitted in triplicate to "The Registrar, RLBCAU, Jhansi".
14. EMD amounting to Rs. 25,000/- through Demand Draft/Banker's Cheque/ Bank guarantee/FDR only in favour of RLBCAU, payable at SBI, Karari Branch, Jhansi should be enclosed along with the technical Bid failing which the

tender is liable for rejection. The EMD of the unsuccessful tenderer shall be refunded after the finalization of the Tender. No interest shall be paid on EMD.

15. Performance security @ 10% of total annual order value shall be deposited within 10 days from the date of issue of supply order. In the event of non-deposition of the same, the earnest money will be forfeited. No interest shall be paid on performance security.
16. There should be no cuttings/over writings. The cutting, if any, should be duly attested. Un-attested amended/overwritten figures will not be considered.
17. Payment will be made through electronic payment mode only within a reasonable period of 30 days. Bank Account details for making e-payment must be provided along with the bill.
18. The Conditional offers shall not be accepted.
19. All disputes are subject to Jhansi jurisdiction only.
20. The VC, RLBCAU, Jhansi reserves all right to accept or reject any or all tender without assigning any reasons thereof.

REGISTRAR

**(i) TECHNICAL BID FOR HIRING OF VEHICLE**

(To be kept in separate envelope)

1. Name of the firm :
2. Address with Tele. No. :
3. Tender No. : RLBCAU/Veh.-hire/01/2016-17
4. Details of vehicles available with the Firm:

Name of vehicle (Diesel, AC/Non-AC must be made available 2012 Model or after but not old more than 5 years)	Make/ Model	Registration No.	Mileage covered so far	First Aid/ Fire extinguisher filled on
<b>SCHOOL BUS 55-60 SEATER</b>				
<b>TATA SUMO (Non-AC)</b>				
<b>BOLERO (Non-AC)</b>				
<b>SCORPIO (Non-AC)</b>				
<b>TAVERA (Non-AC)</b>				
<b>INDIGO (AC)</b>				
<b>INNOVA (AC)</b>				
<b>SWIFT DZIRE (AC)</b>				
<b>MAHINDA UTILITY (Non-AC)</b>				

5. Documents attached (self-attested copies)
  - (i) Certificate of Registration of Firm Yes/ No
  - (ii) PAN Card No. Yes/ No
  - (iii) Copies of Order(s), if providing vehicles to other Government Departments Yes/ No
  - (iv) Service Tax Registration Certificate Yes/ No
  - (v) Copy of Tender Document duly signed and stamped Yes/ No
  - (vi) Copies of Income Tax Returns of the last **TWO** Years Yes/ No

I/We have accepted all terms and conditions and instructions given in this tender form issue by RLBCAU, Jhansi.

(The words "TECHNICAL BID for Hiring of Vehicles at RLBCAU, Jhansi should be written clearly and prominently on this envelop along with Tender Number & date of opening).

Place:

Date:

(Signature of the Tenderer with Seal)

**FINANCIAL BID FOR HIRING OF VEHICLE** (To be kept in separate envelope)

Registrar  
Rani Lakshmi Bai Central Agricultural University, Jhansi-284003

**Subject: Tender for providing vehicle against Tender F. No. RLBCAU/Veh.-hire/01/2016-17 dated 01.09.2016 reg.**

Sir,

I/We wish to submit our Tender for providing vehicle on the following rates:

Name of vehicle (Diesel, AC/Non-AC must be made available 2012 Model or after but not old more than 5 years)	Per-Day Rent (Rs.)		Monthly rent (Rs.) for local journey	Night charges (Rs.)	
	Local Journey	Out station journey		Local Journey	Out station journey
<b>SCHOOL BUS 55-60 SEATER</b>					
Non-AC (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 2000 km/month or beyond 250 Hrs.					
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AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>INNOVA</b>					
AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>SWIFT DZIRE</b>					
AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					
<b>MAHINDA UTILITY</b>					
Non-AC (for 80Km and 8 Hrs/Day/ (for 2000 km and 250 Hrs./ month) inclusive POL					
Charges for every additional km beyond 80 km and 8 Hrs/day					

**Note:-**

1. Taxes, govt. duties/any levies, if applicable and payable extra should be mentioned clearly.
2. Prices are quoted on FOR destination (RLBCAU, Jhansi) basis from where Km and time will be started/ counted.

I/We agree to forfeit of the earnest money if I/We fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form. We have carefully read the terms and conditions of the tender and are agreed to abide by these in letter and spirit.

(Signature & Seal of the Tenderer)

Name & Address of the Firm .....

Telephone/ Mobile No. .... Bank A/C No.: .....

Bank Address: ..... IFSC Code: .....