

██ ██गठन

██लय, ██रत सर ██र)

██व██

██व██(प),███बई - 400067

██स: 28695297



EMPLOYEES' PROVIDENT FUND
ORGANISATION

(Ministry of Labour, Govt. of India)

REGIONAL OFFICE, MUMBAI- III , KANDIVALI
BHAVISHYA NIDHI BHAVAN, SECTOR-3 CHARKOP
MARKET, CHARKOP- POISAR ROAD, KANDIVALI
(W), MUMBAI-400067

Ph: 28692604 / 28692531 Fax: 28695297

No. MH/PF/RO/KND/CT/585

Date: 15/06/2017

निविदा सूचना

कर्मचारी भविष्य निधि संगठन के अधीन क्षेत्रीय कार्यालय कांदिवली अपने अधिकारिक प्रयोजनों के लिये मासिक किराया आधार पर वाहन उपलब्ध कराने के लिये पंजीकृत ट्रेवल एजेंसीयों, सरकारी और अर्द्ध-सरकारी एजेंसीयों से ऑनलाइन निविदाएँ आमंत्रित करता है |

आवश्यक वाहन का प्रकार: परिचालन मध्य-आकार की कार- संख्या में 2

वाहन वर्ष 2015 से ज्यादा पुराने नहीं होने चाहिये तथा किराया पर लेने की तिथि के समय 50000 किमी से अधिक नहीं चला हुआ होना चाहिये | नए वाहन को प्राथमिकता दी जाएगी | इच्छुक पार्टी/ विक्रेता (वेंडर्स) को यह भी सूचित किया जाता है कि अंतिम रूप देने से पहले अन्य नियम और शर्तों (Annexure- C) और वित्तीय मामलों के अधीन इंजन की शक्ति के साथ कार की अन्य विशेषताओं को भी ध्यान में रखा जायेगा |

रंग: सफेद (वांदनीय)

वाहन का कार्य समय सभी दिन सुबह से शाम तक होंगे, अधिकतम 300 घंटे प्रतिमाह | आमतौर पर वाहन को ठाणे सहित ग्रेटर मुंबई में यात्रा की जरूरत पड़ेगी, लेकिन आवश्यकतानुसार आधिकारिक उद्देश्य के लिये अन्य स्थानों के लिये भी यात्रा की जरूरत पड़ सकती है |

निविदा अधिकतम 2300 किमी के मासिक औसत के लिये उपलब्ध होनी चाहिये | करार (एग्रीमेंट) के मसौदा की प्रतिलिपि अधोहस्ताक्षरी के कार्यालय में उपलब्ध है |

निविदा दो बोली प्रणाली के तहत निर्धारित प्रारूप में प्रस्तुत किया जाना चाहिये अर्थात तकनीकी बोली (Annexure- A) और वित्तीय बोली (Annexure- B)

ऑनलाइन बोली प्रक्रिया में भाग लेने के लिये, विक्रेताओं (वेंडर्स) को टीसीआईएल पोर्टल पर पंजीकरण करना होगा, जहाँ पंजीकरण के बाद वे लॉगिन आईडी और पासवर्ड प्राप्त करेंगे | किसी भी मदद के लिये विक्रेता वेंडर्स शीर्ष सबसे ऊपर दाहिने हाथ के कोने पर 'पृष्ठ सहायता' ('पेज हेल्प') आइकन पर क्लिक कर सकते हैं | ग्राहक सहायता/ हेल्प डेस्क और खरीदारों/

विक्रेताओं के लिये ईटीएस उपयोगकर्ता मार्गदर्शन केंद्र के लिये लिंक टीसीआई पोर्टल के मुख्य पृष्ठ पर उपलब्ध है |

सम्बन्धित विवरण के लिये वेबसाइट: <https://www.tcil-india-electronictender.com>

ऑनलाइन निविदा से संबंधित किसी भी प्रश्न की सहायता या मदद के लिये, वे ईटीएस हेल्पडेस्क पर संपर्क कर सकते हैं |

फोन	+91-11-26241790 (मट्टीपल लाइन)
E-Mail	ets_support@tcil-india.com
टिप्पणी	09.30 बजे से 18.00 बजे तक सभी कार्य दिवसों पर अर्थात् सोमवार से शुक्रवार तक सरकारी छुट्टियों को छोड़कर

निविदा की ऑनलाइन बोली के समापन का दिनांक और समय

बोलियों की प्रप्ति की अंतिम तिथि और समय : 11.07.2017 5.00 बजे तक

बोली खोलने की तारीख और समय : 12.07.2017 3.00 बजे तक

निविदा खोलने का स्थान : क्षे.भ.नि.आ-॥ का केबिन क.भ.नि
क्षे.का.कांदिवली

ऑनलाइन आवेदन के बाद, इच्छुक और योग्य विक्रेताओं (वेंडर्स) को रु. 20,000/- (बीस हजार रुपये मात्र) की बनाया जमा राशि (ई एम डी) की डी डी, जो SBI A/C EPFO KANDIVALI के पक्ष में हो, को सीलबंद लिफाफे में "QUOTATION FOR HIRING OF VEHICLE" से नामित श्री आशुतोष, सहायक भविष्य निधि आयुक्त (प्रशासन) को संबोधित किया गया हो, देखभाल अनुभाग, कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय कांदिवली, भविष्य भवन, सेक्टर-3, चारकोप मार्केट, चारकोप-पोईसर रोड, कांदिवली (प.), मुंबई- 400067 में रखे गये निविदा बॉक्स में जमा करना चाहिये | नियत तिथि के बाद प्राप्त बयाना राशि (11.07.2017, 5.00 बजे तक) स्वीकार नहीं किया जायेगा | सफल विक्रेता (वेंडर्स) को अनुबंध | करार प्राप्त होने के 15 दिनों के भीतर कुल मूल्य का दस प्रतिशत सुरक्षा जमा (निष्पादन सुरक्षा) के रूप में डी डी जो SBI A/C EPFO KANDIVALI के पक्ष में ही जमा करनी होंगी | कॉन्ट्रैक्टर / ठेकेदार की सभी अनुबंधित दायित्वों को पूरा करने की तिथि से बाहर परे निष्पादन सुरक्षा (Performance Security) 60 दिनों की अवधि के लिये वैध रहना चाहिये |

क्षेत्रीय भ.नि.आयुक्त, क्षे.का. कांदिवली किसी भी कारण के बिना किसी या सभी निविदाओं को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है |

-Sd-

आशुतोष

सहायक भविष्य निधि आयुक्त

क्षे.का. कांदिवली

०० ००गठन

००लय, ००रत सर ००र)

००व ००

००व ००(प), ०००बई - 400067

००स: 28695297



EMPLOYEES' PROVIDENT FUND
ORGANISATION

(Ministry of Labour, Govt.ofIndia)

REGIONAL OFFICE, MUMBAI- III , KANDIVALI
BHAVISHYA NIDHI BHAVAN, SECTOR-3 CHARKOP
MARKET, CHARKOP- POISAR ROAD, KANDIVALI
(W), MUMBAI-400067

Ph: 28692604 / 28692531 Fax: 28695297

No. MH/PF/RO/KND/CT/585

Date: 15/06/2017

TENDER NOTICE

Employees' Provident Fund Organization, Regional Office, Kandivali invites online Tenders from registered travel agencies , government and semi-government agencies for providing vehicle on monthly hire basis for official purposes.

Type of Vehicle required : Operational Mid-sized CAR- 2 Nos.

The number may also be increased/modified as per requirement.

The make of vehicle should not be older than **2015** and should not have run more than **50,000** km on the date of hiring. Preference will be given to newer vehicles. Interested parties/vendors are also informed that engine power and other features of the car will also be taken into consideration while finalization subject to other Terms and Conditions (**Annexure "C"**) and Financials.

Colour: Preferable White.

The duty hours of vehicle will be from **morning to evening** on all days, subject to maximum of 300 hours per month.

The vehicle shall generally be required to travel in Greater Mumbai including Thane but can also be required to travel to other places for official purpose on need basis.

The quotation should provide for a maximum monthly average of **2300** kilometers. The draft copy of the agreement is available in the office of the undersigned. The tender should be submitted under **two bid system i.e. Technical Bid (Annexure "A") and Financial Bid (Annexure "B")** in the format prescribed.

In order to participate in online bidding process, the Vendors have to register on TCIL portal where after registration they will receive login Id and password.

For any help the vendor can click on the 'page Help' icon on top right-hand corner. The link for customer support/helpdesk and ETS User Guidance Center for Buyers/ Suppliers is available on home page of TCIL portal.

Refer website for details: - <https://www.tcil-india-electronictender.com>

For any queries support or assistance related to online tender they can contact on ETS HELPDESK.

Phone	+91-11-26241790(multiple lines)
E-mail	ets_support@tcil-india.com
Remarks	(0930 hrs to 1800 hrs on all working days i.e. From Monday to Friday except on Government Holidays)

Date and time of closure of Online Bidding of Tender :-

Last Date and Time of receipt of Bids : 11.07.2017 till 5.00 PM
Date and time for opening of Bid : 12.07.2017 at 3.00 PM
Venue of opening of Tender : RPFC II chamber, EPFO,RO KANDIVALI

After Online application, the interested and eligible vendors should submit **Earnest Money Deposit (EMD)** of **Rs. 20,000/-** (Rupees Twenty thousand only) by **DD** in favour of "**SBI A/C EPFO KANDIVALI**" in sealed envelope superscribed "QUOTATION FOR HIRING OF VEHICLE" addressed to **Shri Ashutosh**, Assistant Provident Fund Commissioner (Adm.) and to be put in the **Tender Box** kept at Caretaker section, EMPLOYEES' PROVIDENT FUND ORGANISATION, REGIONAL OFFICE, KANDIVALI, BHAVISHYA NIDHI BHAVAN, SECTOR-3, CHARKOP MARKET, CHARKOP- POISAR ROAD, KANDIVALI (W), MUMBAI-400067. The earnest money received after the due date (**11.07.2017 till 5.00 PM**) shall not be accepted.

The successful vendor should deposit **Security Deposit (Performance Security) @ 10%** of total value within 15 days from date of award of contract in the form of **DD** in favour of "**SBI A/C EPFO KANDIVALI**". The Performance security should remain valid for a period of 60 days beyond the date of completion of all contractual obligation of the contractor.

The **Regional P.F. Commissioner, RO Kandivali** reserves the right to accept or reject any or all tender without assigning any reason.

-Sd-
(ASHUTOSH)
ASSISTANT PROVIDENT FUND COMMISSIONER
REGIONAL OFFICE, KANDIVALI

Annexure "A"

TECHNICAL BID FOR HIRING OF VEHICLE

1	Name, address and telephone number of the bidder, i.e. the applicant/contractor	
2	PAN number	
3	TAN number	
4	Service Tax number	
5	VAT number	
6	No. of years experience of running a fleet of vehicles on hire basis. Details of clients to whom such services have been provided to be attached separately.(Minimum 3 years)	
7	Number of vehicles presently owned by vendor. Proof of ownership of each vehicle to be attached.(Minimum 5)	

8	Annual turnover during the last three AY i.e. 2014-15, 2015-16 & 2016-17 (Minimum Rs 25 Lacs)	2014-15	2015-16	2016-17		
9	Copies of IT return for the last three AY i.e. 2014-15, 2015-16 & 2016-17 along with copy of balance sheet, profit and loss A/c, Auditors report, to be attached.					
10	Whether debarred by any client, details thereof.					
11	Provident Fund Number allotted by Regional Provident Fund Office.					
12	ESI Registration number.					
13	Copy of commercial/taxi permit					
14	Details of demand draft of Rs.20,000/- in respect of earnest money deposit					
15	In FY 2014-15, 2015-16 & 2016-17 whether provided vehicles on hire to Central /State/Govt./Public Sector Office:- A.Name & address of the departments to whom vehicles were given on hire. B. Period for which the vehicles were hired out. C. Number of vehicles given on hire.					
16	Whether the vendor has been black listed by any Govt. Office/ Department in last 5 years, if yes, details thereof.					
17	Details of vehicle					
	Sr. No.	Model	Year of Make	Registration No.#	Mileage (KM) achieved on date of tender	Horsepower (CC)

The copy of RC Book to be attached for each model of vehicle.

Annexure "B"

FINANCIAL BID FOR HIRING OF VEHICLE

For Model No.:

Duration *	Max Kms. Per Month	Max Hours per month	Hire Charges per Month	Over Time beyond the maximum hours in a month	Extra Charges beyond 27600 Kms. In 1 year
1 year	2300 Km.	300 Hours	Rs. _____	Rs._____/ - Per hour	Rs._____ per Km.

***The normal duration of the agreement will be one year. However, after successful completion of service for the agreement period, the vendor may be given an option to continue further at the same rate.**

GENERAL TERMS AND CONDITIONS

(Annexure "C")

1. All expenses/charges of the driver, oil, petrol/diesel, insurance, taxes, repairs and maintenance etc. of the vehicle, by whatever name called will be borne by the second party.
2. The driver and the vehicle must comply with all the provisions of the Motor Vehicle Act and other relevant laws. The driver must wear Uniform (White Safari) Suit/White Shirt-Pants) all times. His services will be subject to satisfaction of the Controlling Officer. Any driver once removed on instructions of an Officer shall not be employed with any other Officer in the Department.
3. The Second Party/driver will be wholly and solely responsible for and liable to all legal and financial consequences arising out of rash driving/accident etc.
4. The mileage and timing will be counted from the office of the First Party.
5. The mileage and the time consumed for fuelling repair and maintenance of the vehicle will be excluded.

6. In case the vehicle breaks down or is under repair or the driver is absent, or the driver is found drunken alternative vehicle and driver will be provided by the second party within half-hour. However, in case second party fails to do so, or the alternative vehicle/driver is not up to mark, the first party will be entitled to hire another chauffeur-driven vehicle and recover the charges from the same along with penalty @ Rs. 1,500/- per day from the second party.
7. The vehicle hire agreement can be terminated by either party after serving 45 days advance notice on the Other Party.
8. The vehicle and the driver should be eligible/willing to travel outside the territorial jurisdiction of the Region/Zone also.
9. On the basis of monthly bills raised by the second party, the hire charges will be paid through account payee cheque after deducting Tax at source as per the Provisions of the Income tax Act as applicable.
10. For the purpose of calculating hire charges payable, Log Book shall be provided by the second party. From of the Log Book will be the same as maintained by the Central Government/EPF Department for their official vehicle. The Log Book shall be maintained by the second party and it has to get the same verified on day to day basis from the party either by himself or through an officer designated by him. After the completion of the contract, the Log Book shall be deposited by second party.
11. The time limit for reporting of the driver/vehicle should be followed strictly and in the case of delay for more than half an hour, the First Party will be entitled to hire another Chauffeur-driven vehicle and recover the charges for the same from the hiring charges payable to the second party along with penalty of Rs.1, 000/- per day of such default.
12. In cases, timely and proper maintenance & repairs of the vehicle are not carried out by the second Party, the First Party will be within its right to carry out the repairs and deduct the amount from the hire charges payable. The hire agreement will be terminated if the vehicle is not kept in well-maintained condition by issuance of 15 days notice in advance.
13. All the expenses and legal formalities relating to the vehicle should be borne and performed by the Second party.
14. The monthly hire charges will be inclusive of all taxes, levies, cess etc. except specifically provided as otherwise.
15. The Second Party will submit a monthly bill on or before 15th of the following month and payment will be made by the First Party accordingly. However, the total running of vehicle will be reviewed at the end of the agreement. Payment for the remaining mileage in excess (after the offset mentioned above) will be made at the approved rate.
16. The duty hours of the driver(s) and vehicle will be from morning to evening on all days, if required, subject to maximum of 300 hours in a month. In case of emergency,

driver can be retained for 24 hours duty. In case the driver is found to be under the influence of liquor or any other intoxication including drugs, penalty of Rs.1500/- shall be deducted.

17. The agreement will be valid for one year. However, on successful completion of the agreement period, the vendor may be given option to continue further at the same rate.
18. In consideration of payment to be made by the first party to the second party as per the rates given the Annexure "B" the Second party hereby covenants with the First Party to provide the vehicle as mentioned in Annexure "A" on hire basis.
19. The First Party hereby covenants to pay the second Party the higher charges or such other sum as may be come payable under the provision of the contracts with the First party to provide the vehicles as mentioned in Annexure-"A" on hire basis.
20. The Second Party will be required to furnish Bank Guarantee in the name of " **SBI A/C EPFO KANDIVALI** " for an amount of 10% of the annual amount within 15 days of award of contract which will be released to the Second party on satisfied completion of the contract.
21. The charges towards toll and parking etc to be paid by the second party and the same would be reimbursed as per actual from the First party along with monthly payment.
22. All legal disputes are subject to Mumbai jurisdiction.