

No ADM/DNH/Coll./2020/Hire of Vehicles/ 1153

Dated:13 /05/2021

E-Tender (Online) Invitation Notice No.1 of 2021.

On behalf of the President of India, the Resident Deputy Collector (Silvassa), Collectorate, Dadra & Nagar Haveli invites online e-tender from the interested Tour & Travel agencies/vehicle owners through <https://dnhtenders.gov.in> for **Hiring of Vehicles** for Collectorate to allocate it to various Department of Dadra and Nagar Haveli for a period of Eleven (11) months, subject to further continuation as per requirement.

Sr. No.	Particulars	No of Vehicle required	Approx. Cost	EMD	Tender Fee Non-Refundable
1	Rate Contract for Hiring of 7–8-Seater Vehicle Innova and Scorpio (SUV) along with Driver with fuel as per T&C of the Tender Annexure-I.	02 (Two)	Rs. 6,05,000/- (Per Vehicle)	Rs.66,000/-	Rs. 1,000/-
2	Rate Contract for Hiring of 7–8-Seater Vehicle Like Scorpio etc. (SUV) along with Driver with fuel as per T&C of the Tender Annexure-I. Note: For 24 x 7.	02 (Two)	Rs. 7,15,000/- (Per Vehicle)		

Tender Publish date	13 /05/2021
Document download start date	13/05/2021 01:00 p.m.
Bid submission start date	13/05/2021 01:00 p.m.
Bid submission end date	21/05/2021 12:00 p.m.
Bid opening date	21/05/2021 01:00 p.m.

Bidders have to submit tender in Electronic format only on <https://dnhtenders.gov.in> website till the last date and time for submission.

Bidders have to submit price bid in Electronic format only, on <https://dnhtenders.gov.in> till the last date and time of submission. **Technical Bid and Financial Bid in Physical format shall not be accepted in any circumstances.**

Only tender fees and EMD should be submitted to be sent to the above mentioned address by RPAD/Speed Post or to be deposited in the tender box kept in the office of the undersigned. However, the Tender inviting Authority shall not be responsible for any postal delay. Tender received in hard copy will not be accepted.

1. The EMD and Tender Fees should not be forwarded by cash.
2. The EMD will be accepted in form of FDR/Demand Draft from any nationalized/commercial banks in an acceptable form payable at Silvassa in favor of Member Secretary (DNHPDA), DNH, Silvassa and the EMD should be valid for the period of one year.
3. The Tender fees will be accepted only in form of DD of any Nationalized or Scheduled Bank of India payable in Silvassa in favor of **Resident Deputy Collector (S)**, DNH, Silvassa.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof. Tender can be downloaded from <https://dnhtenders.gov.in> and on www.dnh.nic.in website.

Scanned copies of Tender Fees and EMD for requisite amount in form of DD/BC/FDR should be uploaded along with technical bid and hard copy original in a sealed cover should be sent by Hand/Courier/Speed Post or to be deposited in the tender box kept in the office of the undersigned. However, Tender Inviting Authority shall not be responsible for any postal delay.

. The tender inviting authority reserves the right to accept or reject any or all the tenders. In case bidder needs any clarification on the process of bidding for participating in online tender for further details correspondence can be made on Email: supcol-dnh@nic.in.

(Dr. Apurva Sharma)
Resident Deputy Collector (S),
Dadra & Nagar Haveli,
Silvassa – 396 230.

Copy to:-

1. The Asstt. Director (IT), DNH, Silvassa with a request to display the tender notice on official website of Dadra & Nagar Haveli.
2. CPO, Dadra & Nagar Haveli, Silvassa for publicity in Newspaper as per publicity policy.
3. All Head of Office, D. &N. H., Silvassa.

**U.T. Administration of Dadra & Nagar Haveli and Daman & Diu
Collectorate, (General Section), Dadra and Nagar Haveli, Silvassa.**

Terms & Conditions for the “Hiring of Vehicles” for Collectorate, Dadra and Nagar Haveli, Silvassa.

1. The rates should be valid for the period of two year from the date of issue of work order for the vehicles.
2. The rate quoted must be inclusive of all taxes as applicable time to time, fuel charges and other maintenance charges and salary of the Drivers.
3. If any Government tax rates increases the same will be borne by the bidder and TDS will be deducted as per the rules as and when applicable.
4. The vehicle must have all the legal documents like valid Registration Certificate, P.U.C. certificate, valid Insurance and must have paid all Government dues like Road Tax etc. The vehicle has to be provided with Driver bearing valid Driving license of LMV.
5. The vehicle must have registered on or after 1st January, 2020 and in good condition.
6. All the documents like attested photocopies of R.C. Book, Insurance copy, Driving license of Driver, P.U.C. certificate, Agency Registration Certificate, GST Certificate etc. to be enclosed with technical bid.
7. The Bidder should send Earnest Money Deposit Rs. 66,000/- in form of DD/BC/FDR drawn from any Nationalized / Schedule Bank in favour of '**Resident Deputy Collector (S)**', Dadra and Nagar Haveli. Tender offered without Tender Fees and Earnest Money Deposit will be summarily rejected.
8. Rate should be offered for vehicle per month. Maximum covering limit is 2500 Kms per month. The payment for mileage above 2500 Kms. will be paid on the basis of per km.
9. In case of failure to provide vehicle during tenure or removal of the vehicle by owner or travel Agency or contractor, the loss suffered by Administration will be recovered from their Security Deposit/E.M.D or payment due of any bill(s)
10. On acceptance of rate in all respect, the vehicle should be handed over to the Department within 7 days from the date of receipt of the work order.
11. In case the vehicle owner does not implement work order placed with him, the contract for the hiring of vehicle shall stand terminated and the E.M.D./Security Deposit will be forfeited by Tender Inviting Authority
12. The standby vehicle is to be provided by the successful tenderer in case of breakdown failure of vehicle immediately, so that the office work will not be interrupted.
13. No separate agreement will be required to be signed by successful tenderer for hiring of vehicle. For legal purpose. Bill of Quantity (BOQ) and terms & conditions duly signed with stamp by the tenderer will be liable.
14. Any dispute subject to Dadra and Nagar Haveli jurisdiction only.
15. Right to accept or reject any or all tenders is reserved with the Tender Inviting Authority.
16. Vehicle provided should be with air-conditioning facility.
17. Only on satisfactory completion of the work order, bills shall be admitted for payment.
18. The vehicle will be used by Collectorate, Silvassa and allocation to various Departments, Silvassa and as and when required vehicle will be utilized for office purpose outside Dadra & Nagar Haveli as well. The bills will paid by the concerned Department to whom the vehicle will allotted.
19. The Tendering Authority shall not hold any responsibility of any accident of the vehicle on Duty.
20. Vehicle will be at the disposal of Collectorate, Silvassa and Other offices, Silvassa on 24 x 7. The vehicle will be in possession of the Authorized Officer of Collectorate and Other Officees.
21. The vehicle will be utilized on any day (including holidays) and it must be available with a designated office/officer. The concerned officer/in charge of the vehicle under

which the vehicle is being utilized, is fully empowered to give holiday or not to give holiday on any day without assigning any reason for which no charges will be paid for that day/days. No extra charges will be paid for outstation trips over and above the prefixed quoted price in tender.

22. The bill in triplicate and pre-receipted should be submitted for payment on monthly basis at Collectorate and VAT Department, Silvassa.
23. All bills amounting above Rs. 5,000/- should be pre-receipted on a Revenue stamp of proper value. Bill amounting above Rs. 5,000/- which are not pre- receipted on Revenue stamp of proper value will not be accepted for payment.
24. No advance payment will be made in any circumstances.
25. Offer received after due date and time will not be considered.
26. Successful bidder has to provide their full Bank details for payment.
27. Vendor as to give 1 month prior notice before terminating the contract failing which penalty of 1 % per day of total annual contract amount will be levied. Further, if the tenderer commits default in execution of service of providing the said vehicle, tender inviting authority shall, without prejudices to any other right or remedy available in law, be at liberty to forfeit the earnest money/security deposit absolutely.
28. The bidder should upload scanned copies of mandatory documents as follows:-
 1. Scanned copy of Earnest Money Deposit (EMD)
 2. Scanned copy of Tender fee
 3. Scanned copy of PAN Card
 4. Scanned copy of ITR of Assessment Year 2019-20
 5. Scanned copy of GST Registration
 6. Scanned copy of Certificate of Registration of vehicle
 7. Scanned copy of Valid Insurance of the vehicle
 8. Scanned copy of PUC Certificate
 9. Scanned copy of Registration Certificate of Agency
 10. Scanned copy of Terms & Conditions and Schedule of Specification Duly Signed and Stamped by the bidder.

Tender Inviting Authority

The above terms and conditions
are accepted and are binding to me/us.

Signature of Bidder
With rubber stamp of the firm.

Sd/-
(Dr. Apurva Sharma)
Resident Deputy Collector (S),
Dadra and Nagar Haveli,
Silvassa.