

**TERMS & CONDITIONS
&
SPECIFICATIONS

OF

CONTRACT

FOR

STAFF TRANSPORT SERVICES**

TENDER REF. NO. CDOT/TENDER/ADMIN/StaffTransport/2019-2021/003

TERMS & CONDITIONS

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C-DOT is a registered Scientific Society set up by the Govt. of India to carry out research and development work in Telecommunications. It has staff strength of about 550 members at Delhi, having its office at C-DOT Campus, Mehrauli, New Delhi -110 030.

1.0 SCOPE OF THE CONTRACT

- C-DOT invites Tenders from reputed Transport Agencies for hiring of MUV cabs as mentioned in Annexure II (with capacity of 7 persons including driver), with front facing seats, for pickup and drop of C-DOT employees at Delhi.
- The tenderer would also be required to provide extra Vehicles for local and outstation official duties.

2.0 Guidelines for submission of Quotes :

2.01 Sealed tender in duplicate should be submitted as per details given below:

C-DOT adopts a two-bid Tender System. Therefore, **separate TECHNICAL and FINANCIAL BIDS** are to be submitted as per following procedure, by the interested bidders.

Envelope 'A' duly superscribed, as "**Technical Bid/Staff Transport/2019-2021/003**" should consist of:

1. Details of the Agency and other relevant details as per **Annexure-I** including requisite enclosures.
2. Earnest Money deposit (EMD)
3. The cost of the tender document, if downloaded.

Envelope 'B' duly superscribed "**Financial Bid /Staff Transport/2019-2021/003**" should consist of:

1. Commercial / Financial Bid duly filled as per **Annexure-II and Annexure-III**. No other format will be acceptable.

Envelope 'A' and Envelope 'B' should be sealed and kept in another Main Envelope 'C' duly superscribed "**C-DOT/TENDER/ADMIN/Staff Transport/2019-2021/003**".

Technical Bids shall be opened first and will be evaluated technically. The Financial Bid of the technically accepted Tenderers will be opened, the date of which will be notified to the technically qualified bidders.

2.02 LAST DATE/TIME OF RECEIPT OF TENDERS

Tenderers should ensure that their tender bids are dropped in the tender box at the C-DOT Reception by **1400 hrs on 03.01.2019**.

In case the tender bid is posted, the tenderer should ensure that the same reaches C-DOT Reception by **1400 hrs on 03.01.2019**.

- 2.03 Tenders should be addressed to:
The Registrar
Centre For Development of Telematics
C-DOT Campus,
Mandi Road , Mehrauli
New Delhi - 110 030.
Tel No. : 011-2680 2856
Email Id: admin.del@cdot.in
- 2.04 **Date of Technical Bid Opening** :The technical/professional bid will be opened in the presence of the intending tenderers at **1430hrs on 03.01.2019** at C-DOT Reception.
- 2.05 In case the date of technical bid opening happens to be a holiday, the bids will be opened on the next working day at the same time).
- 2.06 **Date of Commercial Bid Opening**: The date will be intimated subsequently only to the technically qualified tenderers.
- 2.07 Tender bid should either be delivered in person to be dropped in the tender box or sent only by Registered Post/Speed post/Courier. Fax/email quotations will be summarily rejected. C-DOT will not be responsible for any delay(s) including postal and force majeure.
- 2.08 Tenderers are requested to study the terms and conditions of the tender carefully, and then submit their tenders accordingly. Any tender/quotation received against this tender and any contract resulting from this tender shall be governed by the terms and conditions indicated in the tender document and the tenderer quoting against this tender shall be deemed to have read, understood and accepted the same. No clarification shall be entertained after receiving the bids.
- 2.09 Quotation must be submitted giving complete details as sought in the enclosed Annexures.
- 2.10 Each page of the offer should bear the signature, name and title of the person signing the offer with date and rubber stamp of the Agency.
- 2.11 The total amount quoted should be written both in figures and in words. In case of any discrepancy between the two, the amount mentioned in words will prevail.
- 2.12 Tender document is not transferable.
- 2.13 Bids preferably should be free from erasures, alterations etc.
- 2.14 Bids, which do not comply with the conditions laid down in the tender document, are liable to be rejected.

3.0 TERMS & CONDITIONS OF THE TENDER

- 3.01 a) Tenderer should submit a Demand Draft/ Pay Order of Rs. 1180/- (Rupees one thousand one hundred eighty only) in favor of Centre for Development of Telematics, Delhi, towards cost, including GST @18%, of the tender at the time of obtaining the same from the C-DOT Campus or submit the same along with the technical bid if downloaded from the Centre's website (www.cdote.in). **Bids without Tender Fee shall be rejected outrightly.**
- b) Tenderer should submit **EMD for Rs. 1,00,000/- (Rupees One lakh only) in the form of Demand Draft/ Bank Guarantee only.** EMD should be valid for 6 months and to be enclosed along with the technical bid. The EMD has to be from a nationalized bank in favor of **Centre for Development of Telematics, Delhi.** The EMD is payable by all categories of tenderers and no exemption is permissible. Only Government bodies/PSU's and SSI organizations are exempted from payment of EMD on production of relevant proof. EMD in the form of cheque /cash will not be acceptable. **Bids without EMD shall be rejected out rightly .**
- 3.02 The successful tenderer's EMD amount will be forfeited to C-DOT in the following cases: -
- a) Any quotation received against this tender shall be governed by the terms and conditions indicated in the tender document. If, after submission of the quotation, the tenderer fails to honor the contract, if awarded, or refuses to comply with any/all of the terms and conditions of the tender, then the EMD amount shall stand forfeited to C-DOT without further intimation.
- b) If the tenderer withdraws the offer during the validity period.
- c) If the successful tenderer fails to commence the contract at the stipulated time in accordance with the tender terms and conditions of the contract.
- d) If the successful tenderer fails to submit the Security Deposit/Bank Guarantee within the stipulated time. This will also warrant closure or termination of contract.
- 3.03 EMD will be returned interest free, to the unsuccessful tenderers within 6 months from the closing date of tender.
- 3.04 Bid should be complete in all respects and incomplete bids will be summarily rejected. No clarification will be taken by C-DOT in this regard.
- 3.05 A **pre-bid meeting** would be conducted at C-DOT Campus, Delhi at 1000 hrs on 19.12.2018. All the queries in this regard should reach C-DOT through e-mail latest by 1700 hrs on 14.12.2018 to admin.del@cdote.in . A maximum of 02 authorised representatives will be allowed to attend the Pre-Bid meeting

After the clarifications are discussed in the pre-bid meeting, it will be deemed that the bidders have understood the parameter/requirement indicated/enunciated/described completely and are complying with the same at the time of submission of the tender. The bidders may also note that no request for clarifications will be entertained after the above date.

The schedule of opening of bid is as follows:

	Date	Time
Last date for receiving queries for pre bid meeting	14.12.2018	1700 hrs
Pre-Bid Meeting	19.12.2018	1000 hrs
Last date of Bid submission	03.01.2019	1400 hrs

- 3.06 In case the date of opening of the tender happens to be a holiday, then, the tender will be opened on the next working day at the same time and place.
- 3.07 C-DOT reserves the right to reject/accept or withdraw any part or full tender(s) without assigning any reason whatsoever. The decision of C-DOT is final and unquestionable.
- 3.08 C-DOT reserves the right to award the contract to deserving parties either in full or in parts. The decision of C-DOT is final and no enquiry will be entertained in this regard.
- 3.09 The tenderers are requested to quote their most competitive price.
- 3.10 Canvassing in any form entails the tenderers disqualification. If any tenderer is found influencing or intimidating other tenderer/tender processes, his tender is liable for disqualification.
- 3.11 Please note that any falsification/suppression of information could lead to the disqualification from the tender.

4.0 **PRICE AND VALIDITY**

- 4.01 The rates must be quoted as detailed in Annexure-II and Annexure -III covering the entire activity as per the scope of the contract. Rates quoted should be inclusive of all applicable charges like Maintenance, running, Driver etc . Any Statutory/Government taxes applicable such as service tax, state tax, toll taxes etc, should be **specified clearly** and shall be payable on submission of proofs. The bill raised to C-DOT after rendering the services shall be subject to tax deduction at source. Rates agreed upon shall remain same throughout the period of contract. However, revision of fuel prices will be considered after fulfillment of conditions laid down in clause 8.11. Any changes in the Government taxes as and when notified, will be considered only on submission of documentary evidence.
- 4.02 Offer quoted should be valid for a minimum period of **6 MONTHS** from the date of opening of Technical Bid.
- 4.03 For the purpose of comparison of the rates, conditional discounts, if any, offered will not be taken into account. However, C-DOT reserves the right to avail of the same as part of award of the contract.

4.04 Tenderers are advised to understand the magnitude of the job involved before submitting their bids. They may even visit various pick-up and drop locations of C-DOT employees (kindly refer Annexure IV for detailed routes).

5.0 DURATION OF THE CONTRACT

5.01 The contract will be valid for a period starting from 01.02.2019 to 31.03.2021. However, in order to evaluate your performance and services, contract will cover a probationary period of 4 months. Only after the services are found to be satisfactory during the probationary period, the contract will be confirmed for a further period of 22 months under the same terms and conditions.

5.03 C-DOT reserves the right to terminate the contract by giving 30-day notice and without assigning any reason whatsoever.

6.0 MINIMUM ELIGIBILITY CRITERIA

- a) The Tenderer should have minimum Three years experience in running similar service and having turnover of Rs. 75 lakhs per annum. Kindly enclose documents to support the same from esteemed clients.
- b) The Tenderer should own at least a total of 10 Nos. of SUVs /MUV including buses as mentioned in Annexure II (with capacity of 7 persons including driver), in his name/company's name of year 2017 or later (documentary evidence in the form of RC Book, Insurance Policy etc may be submitted).
- c) The tenderer should have executed up to maximum of 3 contracts of total magnitude of Rs. 50 lakhs per annum in the any or two of last three financial years i.e 2015-16, 2016-17 and 2017-18

Details listed above (from a to c) should be separately enclosed with the technical bid along with Agency Details (Annexure -I) .

L1 shall be selected on the basis of Average rate for AC and Non AC selected Vehicles quoted as per Annexure II

7.0 TIMINGS

7.01 The vehicles should pick-up the C-DOT employees from their respective points as per the routes freezed by C-DOT, so as to reach C-DOT Campus by 8.25 a.m. Similarly the employees need to be dropped back after office hours i.e. leaving C-DOT Campus at 5.10 p.m. (timings may be subject to change later)

8.0 TERMS AND CONDITIONS OF THE CONTRACT

8.01 The vehicles shall be in roadworthy condition with, year of manufacturing being 2018 or later, with good interiors and shall be fully insured. The comfort level of the vehicles pertaining to the seating shall be to the satisfaction of the users. The vehicle should have sound shock absorbers, tyres in good running condition, perfect wheel alignment etc. Vehicles being offered shall have the minimum sitting capacity of 7 persons per vehicle including driver, with front facing seats.

8.02 The vehicles being offered should have Registration as **Commercial vehicle** with Yellow number plate.

- 8.03 No dead mileage shall be paid for by C-DOT for reporting/return of vehicles to or from place of duty. The average running of vehicle of **all the routes** shall be 70 km to and fro (both ways) per route per day.

Any excess Kilometers beyond 70 km mileage on a route shall be payable by C-DOT on per Km rate after due verification by Administration Representative.

Revision of the monthly charges (Increase or Decrease) for covering all routes shall be based on an impact assessment done by C-DOT on the average route length because of expansion or contraction of route(s). The formula for revision shall be as given below:

Change in Monthly Charges for a route over the contracted rate = (New Average Route Length – Reference Average Route Length) * Contracted Rate Per KM

- 8.04 **The revision shall be requested by the contractor or initiated by C-DOT on its own only once during a quarter. The computed figure shall be rounded off to nearest hundred.**
- 8.05 **C-DOT reserves the right to increase or decrease the number of routes as per its requirement.** In case of any additional requirement of vehicles for a new route during the contract period, the same shall be provided by the contractor.
- 8.06 The vehicles inspected and approved by C-DOT shall only be sent for duty on regular basis, during the contract period. C-DOT shall carry out inspection of the vehicles being offered from time to time. Vehicles sent as replacement/Standby shall also be subjected for inspection and approval.
- 8.07 The Contractor should ensure that the drivers carry their driving license and the vehicle papers always. Drivers coming for replacement duties should also hold valid driving license and should come through the Contractor only. Photocopies of documents related to drivers should be submitted to the C-DOT Administration.
- 8.08 The Contractor should ensure that all drivers possess mobile phones and the numbers of all mobiles should be notified to the Administration in writing.
- 8.09 The vehicles should directly report to the first pick up point as per timing fixed by the Centre and should reach C-DOT on or before 8.25 a.m. For evening, the vehicles should report to C-DOT by 4.00 p.m. The vehicles are required only for pick up and drop of staff members from and at the Campus. No Vehicle shall be allowed to be parked in the C-DOT premises.
- 8.10 The vehicles shall be fixed with C-DOT Logo and Route Name while plying.
- 8.11 Request for Fuel revision shall be entertained and compensated only if the prices of fuel increase beyond 15% from the date of commencement of contract. Any upward revision of fuel prices during the finalization of contract will not be a part of this 15%. Also, in case, the fuel prices fall below 15% of quoted prices, the same benefit will be passed on to C-DOT. Every 15% increase or decrease in fuel prices will lead to a corresponding 5% increase or decrease in quoted prices.
- 8.12 The vehicles should have the Contractors contact nos. affixed on the back glass of vehicle.

- 8.13 The vehicles are usually not required on Saturdays, Sundays and other general holidays of C-DOT. However, in case the C-DOT Management decides and declares any holiday as a working day, all vehicles shall ply on usual routes without any extra payment. Similarly, in case of exigencies, pickup and drop timings can be preponed or postponed even on short notice. Non adherence of the above shall lead to penal deduction.
- 8.14 In case, the vehicles are sent on outstation duty, C-DOT shall pay for state taxes/toll taxes and any other applicable taxes only on production of receipts.
- 8.14 As and when required, the contractor shall have to provide All India Permit buses at extremely competitive rates. The same shall be binding on the contractor.
- 8.15 The Contractor shall cater to all norms fixed by the Delhi Transport Authority and other regulatory authorities for running the vehicles. The vehicles should also be cleared for pollution emission norms and shall conform to Motor Vehicle Inspection Standards.
- 8.16 The Contractor shall provide proper uniform to all its drivers at its own cost.
- 8.17 The Contractor shall be able to replace the vehicles that are not roadworthy or older models than specified or not having valid documents and also replace the drivers who are found misbehaving, missing trips, misusing the log sheets, refusing to do duty, driving improperly, etc. on instructions by Administration Representative.
- 8.18 The listed vehicles are basically meant for passenger transport. On occasions when personal luggage like suitcases, hold-all, home appliances etc are to be transported, it should be ensured that the drivers accommodate and transport the personal luggage items.
- 8.19 The vehicles shall always carry mandatory spares viz., tool kit, fuses, tyre (spare wheel), spark plugs, fan belts, etc and should have adequate fuel.
- 8.20 The vehicle shall have neat and hygienic seat covers, fire extinguisher and first aid box.
- 8.21 The contractor shall ensure that all cabs deployed in C-DOT are fitted with speed governors.
- 8.22 The contractor is bound to provide vehicles from among the brands as specified by C-DOT. The contractor has to submit the vehicle papers to the Administration and the vehicle can start plying only after concurrence from the Admin. Representative.
- 8.23 The contractor shall quote for both A/C and Non A/C rates . In case the A/C is made operational during a particular month, the difference in the A/c and Non A/C rates shall be paid to the contractor separately.
- 8.24 The Contractor should provide a Supervisor to be available in C-DOT from 0800 am to 0900 am in the morning and 0415 pm to 0515 pm in the evening **on all working days**. The primary task of the Supervisor shall be to ensure that the vehicles reach the first pickup point on time and reach C-DOT by 0825 am failing

which he shall take appropriate corrective action. He shall ensure that all vehicles reach C-DOT on time, check the cleanliness and condition of the vehicle, ensure that all vehicles report by 0415 pm in the evening and arrange replacement in case of delay/missing vehicle. In case of any delays/breakdown/non-reporting of vehicles, the Supervisor shall inform the Admin. Department immediately and arrange a suitable replacement.

- 8.25 Periodic Inspection of the vehicles shall be conducted in presence of the Contractor/Supervisor and the Administration Representative, C-DOT. The problems/repair in any vehicle, brought to the notice of Contractor/Supervisor during Inspection, shall have to be rectified within one week, failing which penalty as mentioned in Clause 10 a) shall be imposed.
- 8.26 The contractor to provide all GPS enabled vehicle for tracking of the vehicles.
- 8.27 Misbehaviour by any driver within the Campus shall lead to replacement of driver within 24 hours and vehicles shall not be allowed to be parked within the Campus.
- 8.28 The Contractor shall instruct the Supervisor to interact with the Administration Representative, C-DOT.

9.0 PAYMENT SCHEDULE

- 9.01 Payment for the morning and evening trips shall be made against bills to be submitted by the contractor during first week of every month for their services rendered during the previous month. Payment shall be released within one month of submission of bill, subject to performance of duties as per the contract.
- 9.02 Payment to the Contractor for the morning and evening trips shall be based upon the log book maintained by the driver. It is therefore, necessary that this log book be signed by the users on a daily basis. The users would be advised to give inputs regarding condition of vehicle, behaviour of driver, regularity of the vehicle, quality of driving the vehicles by driver etc. in the logbook. In case of deficiency of services / complaints the C-DOT may impose penalty to be deducted from the monthly bill of the contractor. The decision of C-DOT will be final and binding on the contractor.

10.0 PENALTY

While all contractual obligations shall be strictly enforced, deductions shall be made for poor services like:

a)	Sending vehicles which are not roadworthy as mentioned in clause 8.01, 8.02, 8.05, 8.15, 8.22 and 8.25 or not of specified year of manufacturing	Rs. 2000/- per occasion
b)	Sending a driver not approved by C-DOT	Rs. 2000/- per day
c)	Vehicle not reporting to duty (absenteeism), with timely intimation from the	Rs. 3000/- per occasion

	Contractor/driver	
d)	No intimation from the driver /Supervisor/Contractor regarding non reporting/missing of a trip.	Rs. 3000/- per occasion
e)	If vehicle does not report within 15mts of the designated time for morning pick-up and evening drop	Rs. 1000/- per occasion
f)	In case number of delay as mentioned in clause 'e' of a particular cab in a particular month exceeds 3, the cab would be treated as absent	Rs. 2500/- per occasion
g)	Driver refusing to run on the route defined by C-DOT	Rs. 1500/per occasion.
h)	Driver found without appropriate vehicle papers/license	Rs. 2000/- per occasion irrespective of fine/ challan
i)	Rash and negligent driving. Driver found smoking/chewing tobacco, pan or under influence of alcohol and misconduct.	Permanent removal of driver from C-DOT with fine of Rs. 3500/- per occasion
j)	Drivers not found in uniform or found in dirty/torn uniform	Rs.50/- for 1 st incident Rs. 100/- per subsequent incident
k)	Non availability of mobile phone with the driver	Rs. 500/- per occasion
l)	When the cab reports for duty in morning/evening and breaks down on way (and when clause 'm' does not apply	Reimbursement of staff claims upto Rs. 1500/- per occasion
m)	In case number of breakdowns of a particular cab in a particular month exceeds 2, the same would be treated as absent. In case this penalty is levied for 3 months for a particular vehicle, contractor would have to replace with another vehicle as per norms.	Rs. 2500/- per occasion
n)	Traffic violation	Rs. 500/- per occasion irrespective of fine/ challan

o)	Tampering with milometer instruments to get more reading/non calibrated meter	Rs. 10,000/- on 1 st incident Rs. 25,000/- on 2 nd incident Cancellation of contract if found willful default.
p)	Vehicle found dirty or smelling	Rs. 50/- for 1 st incident Rs. 100/- per subsequent incident

Repeated defaults in services shall be liable to result in higher penal deductions. The decision of C-DOT with respect to extent of penalties being levied shall be final and binding on the contractor.

Indemnity Bond:

Successful tenderer should indemnify C-DOT against any claim by any authority. In the event if C-DOT has to pay any individual, statutory body or any agency for reasons directly or indirectly attributable to this contract, the contractor only shall pay such claim/damages and even if C-DOT is called upon to pay such damages/penalties, the same shall be reimbursed by the Contractor.

11.0 OTHER TERMS AND CONDITIONS

- 11.01 In case of any accidents, the contractor shall be solely responsible for all claims from third parties. C-DOT shall not enter into any litigation whatsoever under any circumstances.
- 11.02 All vehicles shall be covered with comprehensive insurance policy and hence insured for unlimited passenger liability. The contractor shall comply with all the statutory obligations in respect of the driver and the vehicle.
- 11.03 In case of the agency's staff suffer any injuries/damages commence with an accident in C-DOT premises or outside C-DOT premises, during discharge of duties, the entire cost of compensation would be borne by the Transport Contractor.
- 11.04 Dispute, if any arising out of the above tender will be referred to courts having jurisdiction over Delhi only.

12.0 SECURITY DEPOSIT/BANK GUARANTEE FOR PERFORMANCE

- 12.01 In order that the Contractor fulfils the obligations under the terms & conditions of the contract, it shall provide security to C-DOT by way of Bank Guarantee/ Demand Draft of equivalent to Rs.8,00,000/- (Rupees Eight Lakhs Only) from any of the nationalized banks, in the prescribed format. The above Bank Guarantee shall be valid for over three months after expiry of period. C-DOT shall be free to encash this Bank Guarantee in the event of any failure on the part of the Contractor to meet its obligations and for faithful performance of the contract, at its sole discretion.

12.02 In case of default by the Contractor, it shall be held liable to pay Compensation/Damages to C-DOT in accordance with law. Any fraudulent or fictitious bills raised by the Contractor shall result in termination of the contract resulting in encashment of security deposit / bank guarantee and debarring the party from participating in any of C-DOT's tenders across all its locations, apart from its liability to pay compensation for the loss suffered by C-DOT.

ENVELOPE - A (Technical Bid)
ANNEXURE - I (AGENCY DETAILS)

S.No.	Particulars	Details
1.0	NAME/ ADDRESS OF COMPANY Tel. Nos/Fax/Mobile No.	
2.0	Statutory Requirements: Please state whether the agency is Registered Co./Proprietary/Society/ or Registered under Shops & Establishment Act. Please enclose copy of registration accordingly.	
3.0	Number of Employees	
4.0	Name of the Directors and their occupation	
5.0	Experience (Years) in the field of Transport	
6.0	Nature of any other Business carried by your company	
7.0	Location of the main office from where the vehicles are monitored.	
8.0	EPF/ESI Registration Nos. (As per norms) (Copy of registration to be enclosed)	
9.0	Are you covered by Labour Legislations such as EPF, ESI, Gratuity Acts etc.?	
10.0	Have you registered under ESI Act 1948? If so, enclose copy of registration.	
11.0	Enclose copy of latest remittance made by Bidder's Agency towards ESI	
12.0	Have you registered with any other Public Health Authorities State/Central? (Optional) If so, enclose copy of registration.	
13.0	Have you registered under Employees Provident Fund & Miscellaneous Provision	

	Act 1952? If so, enclose copy of Registration.	
14.0	Enclose copy of latest remittance made by Bidder's Agency towards EPF	
15.0	Are you registered under Gratuity Act 1972? (Optional)	
16.0	Enclose copy of latest remittance made by Bidder Agency towards Gratuity (Optional)	
17.0	Have you registered under section 69 of the Indian Finance Act 1994 & Service Tax Rules 1994? If so, enclose copy of Registration. Please provide PAN No. & GST No.	
18.0	Enclose copy of latest remittance made by Bidder's Agency under service tax rules	
19.0	Specify whether there are/have been any issues/ disputes against Bidder's Agency before Commissioner Provident Fund, Commissioner ESI, Income Tax authorities, Labour Tribunal State/Central Public Health Authorities, etc.	
20.0	Satisfaction certificates from at least one (1) from past and existing clients	
21.0	Has bidder company been blacklisted by any of his/her clients? If yes, document/certificates with details to be submitted	
22.0	What is the time limit you require to take over the services if you are selected?	
23.0	Details of Vehicles owned by your company (Enclosed relevant documents) Make / Models / Registration No.	

24.0	Banker's Name and Address			
25.0	<p>What is the annual Turnover of the Agency for the following years :</p> <ul style="list-style-type: none"> ▪ 2016-2017 ▪ 2017-2018 ▪ 2018-2019 (provisional) <p>Enclose copies for above.</p>			
26.0	<p>List of major corporate clients in the last two years of your Company to whom SUV transport services are provided? Please provide minimum 3 references</p>	Client's name	Contact person & No.	Contract value
27.0	<p>Details of any other information / document which may help C-DOT in assessing tenderer's capabilities for award of contract.</p>			

CERTIFICATE

I certify that all the information furnished above are true to my knowledge.

I have no objection to C-DOT verifying any or all the information furnished in this document with the concerned authorities, if necessary. I also certify that I have understood all the terms and conditions indicated in the Tender document and in agreeing for the same, I am signing this document as an authorized signatory in the capacity of _____.

Date : _____ Signature : _____

Place : _____ Name : _____

Designation _____

Seal of the Company/Agency

Details towards Cost of Tender Document and EMD to be mentioned below :

	DEMAND DRAFT NO.	DATED	BANK NAME / ADDRESS	AMOUNT (RS.)
Cost towards Tender Document				
EMD				

In case of purchase of tender document from the C-DOT Reception, kindly enclose a copy of the receipt obtained.

ENVELOPE-B (Commercial Bid)

ANNEXURE II (Refer Annexure-IV for detailed route)

Brand of cab	A/c or Non A/c	Monthly Rate for an average 70 km daily	Rate per km for route beyond 70 km
Sumo Victa/ ICML Extreme Mahindra Marrazoo/Scropio/Xylo	A/c		
Maruti Ertiga Renault Lodgy	Non A/c		

Brand of cab	A/c or Non A/c	Monthly Rate for an average 70 km daily	Rate per km for route beyond 70 km
Innova Crysta or vehicles of same segment	A/c		
	Non A/c		
Tempo Traveller 9 seater vehicle 12 seater vehicle 15 seater vehicle	A/c		
	Non A/c		

Please List All the Current Applicable Taxes :

S.No	Specify Tax	Amount
a.		
b.		
c.		
d.		

ANNEXURE III

For Adhoc Requirement : **LOCAL**

	Distance	Time	VEHICLE Rate (in Rupees)					
			Innova		Tavera/Xylo/Sumo/Enjoy/ Extreme		Tempo Traveller	
			AC	Non A/C	AC	Non A/C	AC	Non A/C
Full Day	80 km	8 hours						
Half Day	40 km	4 hours						
Extra Km	Per km	-						
Extra Hour	-	Per hour						
Night Charges								
Any other Charges								
Taxes, if any								

For Adhoc Requirement : **OUTSTATION**

	Distance	VEHICLE Rate (in Rupees)					
		Innova		Tavera/Xylo/Sumo/Enjoy/ Extreme		Tempo Traveller	
		AC	Non A/C	AC	Non A/C	AC	Non A/C
Minimum Run per Day							
Extra Km	Per km						

	Distance	VEHICLE Rate (in Rupees)					
		Innova		Tavera/Xylo/Sumo/Enjoy/ Extreme		Tempo Traveller	
		AC	Non A/C	AC	Non A/C	AC	Non A/C
Minimum Run per Day							
Day/Night Charges							
Any other Charges							
Taxes, if any							

Annexure - IV
Tentative Routes (subject to change)

Noida

1	Sector 78
2	Sector 76
3	Sector 51
4	Sector 61
5	Sector 12
6	

Murad Nagar /Indrapuram (Distance calculated in the route will be as per extra KMs beyond average route distance.

1	Murad Nagar
2	Vijay Nagar
3	Sector 3 Vasundhara
4	Divyansh
5	Shipra mall
6	

Shalimar Garden

1	Shalimar Garden
2	Dilshad garden
3	Green Park
4	
5	
6	

Vaishali

1	Sector 4
2	Indrapuram
3	INA
4	
5	
6	

Faridabad

1	Sector 91
2	Sector 29
3	Sector 21 C lane
4	Sector 21 D
5	
6	

Shalimar Bagh

1	Vijay Nagar
2	Inder lok
3	Moti Nagar
4	Kirti Nagar
5	
6	

Tagore Garden /Virender Nagar

1	Tagore Garden
2	Virinder Nagar
3	Maya Enclave
4	Maya puri Metal forging
5	
6	

Rohini

1	Sector 28
2	Sector 9
3	Sector 3
4	
5	
6	

Dwarika I

1	Vipin Garden
2	Sector 18
3	Sector 19
4	Sector 23
5	
6	

Dwarika II

1	Sector 14
2	Sector 12
3	Sector 3
4	Sector 6
5	Palam
6	

Janak puri

1	A 1
2	C-2
3	Vasant kunj
4	
5	
6	

Vikaspuri / PASCHEM VIHAR

1	Paschem vihar
2	Vikas puri
3	Janak puri
4	Jankpuri D Block
4	
5	
6	