

No.3/1/2009-RDD/ 1220-22
Government of India
Central Water Commission
River Data Directorate
West Block I, Wing 4, II Floor
R.K. Puram, New Delhi-11605.

Dated : 18.3.11

NOTICE INVITING QUOTATIONS

Sealed quotations for hiring of three Nos .Private vehicles with driver for 8 hours and 80 km per day for an average of 22 working days in month as well as holidays whenever so required for running of 1760 km per month approximately are hereby invited by the undersigned on behalf of the President of India for the period from the date of award contract to 31.03.2012 from reputed and eligible Taxi operators/ Agencies up to 15:00 hrs. of 29.03.2011. Quotations will be opened on the same day at 15:30 hrs.

Terms & conditions:-

1. Firm:

- a. Firm shall be registered with the Govt. of Delhi.
- b. The firm shall have valid service tax number. (Tin No.)
- c. The Firm shall have minimum 5 Nos. of Taxis and 5 Nos of drivers.
- d. The taxi operator/Agency should comply with the Government/RTO rules and regulations, Government notifications before deployment of a Taxi, including all RTO formalities for operating the Taxi.

2. Vehicle:

- a. The vehicle TATA Indica/equivalent not prior to January 2006 model registered with STA Delhi complying minimum Euro II Standard shall be provided.
- b. Taxi shall be provided for local as well outside journeys as and when required.
- c. Taxi shall be neat & clean and in good working condition.
- d. The kilometer of the vehicle should be accurate. If the meter is found faulty no payment shall be made.

3. Driver:

- a. Driver shall have valid driving license preferably from STA, Delhi.
- b. Driver shall be well mannered with good behaviors and with clean police record.

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4. Service Conditions:

- a. Taxi shall be made available on demand as per requirement of the Department immediately within one hour notice on telephone call for Government duties.
- b. Distance shall be counted from office to office on each occasion.
- c. All expenditure in connection with petrol / diesel, CNG, Pollution check, maintenance of vehicle , road taxes, vehicle tax, insurance and any other incidental expenditure shall be borne by the Taxi operator/Agency including all Govt. levies and challans (if any).
- d. Vehicle once supplied shall ordinarily not to be changed before completion of the assignment.
- e. During the transit, in cases of breakdown it shall be the responsibility of the Taxi operator/Agency to arrange for another vehicle on the spot for the officers/staff traveling and no extra charges shall be payable for that. In case the taxi operator fails to provide equivalent alternate arrangement in time the department/ official will make alternate arrangement at the cost of taxi operator.
- f. The Taxi operator/Agency shall be responsible for safety and security of the vehicle and shall also be responsible for compensation and damages due to accident of the vehicle, if any.
- g. The cost of repair, maintenance, drivers wages and other expenditure required for operating the vehicle shall be borne by the Taxi operator/Agency.
- h. The drivers and occupants of the Taxi shall be adequately protected through a valid comprehensive insurance policy. The liability of such claim shall be on part of the Taxi operator/Agency.

5. Rates:

- a. Rates shall be quoted inclusive of all taxes except service tax which shall be as per actual in the prescribed schedule of quantities(Enclosed) .
- b. Quotation shall be valid for a period of 3 (Three) months from the date of opening of the quotation.

6. Terms of Payment:

- a. **Pre- receipt Bill** for the actual hiring charges shall be raised in triplicate to this office on monthly basis.
 - b. Duty slip duly verified by the authorized officer shall be attached with the monthly bills as a proof of the service provided.
 - c. Payment will be made through account payee cheque drawn on SBI R.K. Puram New Delhi.
 - d. TDS shall be deducted as per Govt.rules
 - e. Toll Tax and parking charges shall be reimbursed on actual basis subject to documentary evidence.
7. The agreement shall ordinarily be valid for a period mentioned above. However it can be terminated by either party by giving 2 (Two) months notice.

8. Once agreement is made nothing extra shall be paid on account of increase in rates of fuel/taxes (except service tax).
9. Quotation shall be supported by a copy of registration certificate of firms, copy of the TIN Number, copies of R.C of available vehicles, copies of driving licenses of available drivers and certificates of service if any, from the other Government/Private department.

10. Penalty Clause:

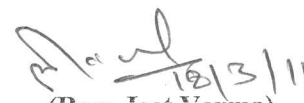
Misbehaviour of driver, Lack of Cleanliness of vehicle, and lack of Punctuality of vehicle shall not be tolerated. In case of Breakdown during transit and the taxi operator failing to provide remedial measures limited to 3 times a month, a penalty equivalent to 2% of the monthly bill shall be deducted.

11. Method of submission of quotation:

The envelop containing quotation should be Superscribed "QUOTATIONS FOR HIRING OF VEHICLE" and "Not to be opened before 29.03.2011. The quotations shall be addressed to the Dy. Director, R.D.Dte. Central Water Commission and dropped in the tender box kept in the office of Dy. Director, River Data Directorate, Central Water Commission at the address given below.

Dy. Director,
River Data Directorate,
Central Water Commission,
2nd Floor, Wing-IV,
West Block-I, R.k.Puram,
New Delhi-110605.

The undersigned reserves the right to accept or reject any or all the quotations without assigning reasons for the same.


(Ram Jeet Verma)
Dy. Director

Copy to :-

1. Director SM Dte. CWC, for publishing this NIQ on website of CWC for wide publicity..
2. Notice Board, RD.Dte., CWC, New Delhi.
3. Firm as per list enclosed.

Schedule of quantity

Name of Work: Hiring of Taxi from Date of award contract to 31.3.2012 including Saturday , Sunday & holidays.

Sl.No.	Description of Job	Rate in figure	Rate in words
1.	Rates for providing of Taxi for one day considering normal duty of 8 hrs/ day and total running of 80 km/day.		
2.	Rates for extra hours beyond 8hrs/day.		
3.	Rates for extra km beyond 80 km /day.		

Signature of Taxi operator/Agency
Seal & Address