



झारखण्ड सरकार



**JHARKHAND REAL ESTATE REGULATORY AUTHORITY, RANCHI  
FIRST FLOOR, CIVIL SERVICES OFFICERS INSTITUTES,**

Deendayal Nagar, Botty Road, Ranchi-834008

**NIT No.:- JRERA/WAHAN/02/2018 -01**

**Date: 01-01-2019**

1	<b>Name Of The Work</b>	Supply of Vehicles on Monthly /Daily Basis for Jharkhand Real Estate Regulatory Authority (JRERA)
2	<b>Mode Of Submission Of Bid</b>	<b>OFFLINE</b>
3	<b>Tender Fee</b>	Rs. 1,000/- (Demand Draft in the favour of Chairman, Real Estate Regulatory Authority, Jharkhand, Ranchi)
4	<b>Earnest Money</b>	Rs. 10,000/- (Demand Draft in the favour of Chairman, Real Estate Regulatory Authority, Jharkhand)
5	<b>Date Of sale Bid Conference Date &amp; time</b>	14-01-2019 11.00AM to 15-01-2019 at 3:00 PM
6	<b>Date of start of submission of bid</b>	16-01-2019 at 11:00 A.M
7	<b>Last Date Bid Submission</b>	16-01-2019 upto 3:00 P.M
8	<b>Date of bid opening</b>	16-01-2019 at 3:30 P.M
9	<b>Bid submission address</b>	Jharkhand Real Estate Regulatory Authority, Ranchi First Floor, Civil Services Officers Institute, Deendayal Nagar, Booty Road-Ranchi-834008
10	<b>Helpline number for procurement cell</b>	Officer on Special Duty, 9431929560

Further details can be seen on website <http://rera.jharkhand.gov.in>

Sd/-  
Authorised Signatory

## INSTRUCTIONS TO THE BIDDERS

1. Tenders are hereby invited to supply commercial diesel vehicles to be used for official & allied activities on “As and When Requirement Basis” as well as “Dedicated Vehicles on Full Time Basis” (round the clock) for JRERA, Ranchi.
2. Bidder should have experience of supplying of commercial diesel vehicle with Central or State Govt. Departments or its Autonomous bodies/Public Sector Undertaking /reputed Multi National Companies. For minimum of 02 (two) years.
3. Complete Contract documents to be compiled by the bidder for acceptance of tender can be seen at the office of JRERA, Ranchi.
4. Tender should be submitted in double sealed covers super- scribed with the name of the work, date and time of opening on both the inner and outer envelopes. The inner envelop should contain two envelopes super scribing “Technical Bid” & “Commercial Bid”. The bids will be received upto **16-01-2019, 3:00 P.M** and the Technical Bids will be opened at **3.30 P.M.** on same day in the office of **Jharkhand Real Estate Regulatory Authority, Ranchi (JRERA), first floor, civil services officers instates, deendayal nagar, booty road, ranchi-834008** should be dropped in the tender box before the indicated closing date and time. JRERA will not be held responsible for delay, loss or non-receipt of application or tender document of either side if sent by post and will not entertain any correspondence in this regard. Commercial Bid will be opened only for the parties/companies/contractors who have qualified the Technical Bids.
5. Documents to be submitted:-  
The photocopies of the following documents duly attested and authenticated by the Contractor are to be submitted with the tender.
  - a. Valid pan card.
  - b. Registration of firm.
  - c. Documents of experience as mentioned above along with supporting documents from the concerned firms / organizations.
  - d. Service Tax/GST registration certificate.
  - e. List of owned commercial vehicles (at least 6 numbers of vehicles which are complied with BS – III / BS – IV norms).
6. Validity of Tender - The Tenders submitted shall remain valid for a period of six months from the date of opening of the technical bids. Validity after this period will be as per the mutual consent of the tenderer and JRERA.
7. Bidder should quote their rate (inclusive of all charges except Toll Taxes and Parking Charges) against each vehicle mentioned in the prescribed format. Over writing or any correction in the commercial bid should be signed by the bidder.
8. Return/refund of EMD to the unsuccessful Tenderers will be made within 60 days after the successful award of tender. No interest shall be payable on it under any circumstances.

(Signature of the bidder with seal)

9. Undertaking should be given along with the Technical Bid that the firm has not been black listed earlier.
10. Dully signed and stamped copy of acceptance of Terms and Conditions of the tender should be submitted along with Technical Bid.
11. The employer does not bind himself to accept the lowest or any tender and reserves himself the right of accepting the whole or any part of the tender. Bidder shall be bound to perform the job on the rates quoted in the tender
12. Canvassing in connection with the tenders is prohibited and the tenders submitted by the contractor who resort to canvassing are liable for rejection.
13. Except rates and amount, the bidder should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Bidders who are desirous to offer rebate, the same should be brought out separately in the covering letter and submitted along with the tender. In that case information should be given in the commercial bid.
14. In case of any accident, whole responsibility as per relevant Motor Act shall be of the supplier & in no case JRERA/ JRERA officers will take any responsibility, what so ever it may be.
15. Some of the vehicles may be disbanded as teeided by JRERA period as deciding by JRERA after giving notice of three days. No claim shall be entertained for disbanded vehicles. No payment shall be made for this period.
16. Driver should have a valid driving license with a minimum 5-year experience of driving the vehicle.

(Signature of the bidder with seal)

**JRERA general conditions of contract will be followed.**

## **The Terms & Conditions**

### **A. General**

1. The contract will be initially for 1 (one) year. After reviewing the performance of the bidder on every six months contract will be extendable up to a maximum period of another one year in phases of six months.
2. Only commercial diesel vehicles should be provided and comprehensive insurance of vehicles (First Party) and drivers should be ensured. All the expenditure for insurance to be borne by the bidder.
3. Vehicles which will be provided should be in good running condition and not more than 01 (One) years old as on the said date of duty during the contract period.
4. Performance Bank Guarantee equivalent to 2 % of initial contract value will be required to be submitted by the successful bidder before the Agreement of Contract. Performance Bank Guarantee will be valid for 60 days beyond the contractor's entire obligation.
5. All the vehicles must be equipped with fire extinguisher facility and safety kit.
6. The driver of the vehicles must be in white dress and black shoes with valid driving license. Rs 200/- (Rupees two hundred only) will be charged as penalty if the driver is found to be not in uniform on the duty.
7. The driver should have mobile phone for quick contact. After award of the contract, the contact numbers of the drivers should be provided with the office.
8. Bidder should be capable to arrange vehicle within two hours of intimation. But in general, vehicle requirement will be communicated at least 12 hours before commencement of the journey.
10. Operation and function of vehicles as well as driver should be governed under Motor Vehicle Act including prescribed pollution norms BS – III / BS – IV standard and this should be the responsibility of the bidder.
11. Fuel, Oil, Maintenance cost of the vehicle and salary of the driver should be borne by the bidder.
12. In case of break-down of the vehicle during duty, the alternate arrangement must be made by the bidder without any financial obligation.
13. The workers engaged by the bidder will be on the payroll of the bidder and therefore will not be entitled to any benefit as applicable to the employees of JRERA.
14. The bidder shall not lease or sub-contract the whole or any part of the contract to anybody. Such act will lead to cancellation of Contract.

15. Vehicle preferably runs in the following states Jharkhand, Bihar, West Bengal.
16. Commercial Bid –I is for “As and when requirement” basis, Commercial Bid – II is for “Monthly fixed charge” basis & round the clock .  
The bidder has to quote and provide vehicle for all the conditions as per the requirement. Commercial Bid - II is applied for round the clock duty. Tentative number of vehicle and trip may vary.
17. JRERA reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid, without giving any reason.
18. The liability under relevant sections of Motor Vehicle Act 1968 and IPC will be borne by bidder if death or permanent disability developed due to vehicle supplied by the bidder, the hiring authority has no responsibility of whatsoever and will not entertain any claim in this regard under the provision of the law.
19. There will be no dead mileage. The kilometerage for the purpose of "vehicle run" and "hours of duty" shall be reckoned from JRERA to JRERA. No mileage will be allowed to drivers for lunch / breakfast or for drawal of petrol / diesel /CNG etc.
20. The firm will obtain the duty slips every day duly signed by the officer and will maintain the log book also on daily basis.
21. Driver should have a valid driving license with a minimum 5-year experience of driving the vehicle.
22. Parking fee, toll fee shall be reimbursed as per actual, on production of actual bills duly certified by JRERA .
23. Normal duty hours shall be 12 hours a day and controlling officer shall decide the duty timings and is subject to change frequently based on the requirement. However on some occasions it may have to run for extra hours. The vehicle shall be available on all days including holidays, except 3(three) National Holidays. One-day rest to vehicle will be given in a month for repair and maintenance of the vehicle. Accordingly you shall have to provide alternate drivers as and when required for giving rest to regular driver.
24. The daily record (indicating time and mileage) for each vehicle separately shall be maintained in the Log Book for each vehicle.

## **B. Payment**

### 1. For Commercial Bid -I

- i) For vehicles running more than 80 km per requisition, the claim will be calculated on the basis of total kilometer run and the quoted charge per kilometer for that particular category of vehicle, irrespective of hours run.
- ii) For vehicles running less than 80 km and less than 12 hours in a day per requisition, the charges will then be paid for 80 km. as per the quoted per km charges. For vehicles running less than 80 km and more than 12 hours in a day per requisition, the charges will then be paid for 80 km as per the quoted per km charges with per hour detention charges @ Rs 10/- per hour beyond 12 hours.
- iii) Night halt charges @ Rs 150/- per night will be given extra if out station night halt is there.

### 2. For Commercial Bid-II

- i) If the vehicle runs more than 1500 km in a month, irrespective of hours then the charge per month will be fixed charge per month plus the charge quoted per kilometer in commercial bid-I for excess distance than 1500 km.
- ii) If the vehicle runs for less than 1500 km in a month, then the fixed charge per month will be paid irrespective of hours run and balance km will be adjusted in subsequent months.

3. Rs 2000/- (Rupees two thousand only) per vehicle requisition, will be charged as penalty, if the vehicle is not made available after providing the vehicle requisition.

4. Monthly bills shall be submitted in duplicate to the authority specified in contract along with duty slips duly signed by the user in the first week of subsequent month. Office will deduct Income Tax as per IT Act and service tax and other applicable taxes. PAYMENT will be made within 21 days after receipt of monthly bills in order.

## **C. Signing of contract**

The successful bidder shall present himself for signing the contract within two weeks after receipt of Award Letter from JRERA Commencement of the Job Contract shall be made by the bidder in accordance with the time schedule specified in the Award letter issued by JRERA The documents related to minimum Six commercial vehicles, which are registered in Jharkhand, have to be submitted before signing the contract.

#### **D. Termination of Contract**

JRERA may without prejudice to any other remedy for breach of contract may terminate the contract in whole or in parts.

- a. If the bidder fails to arrange the supply of any or all of the vehicles within the period(s) specified in the contract or any extension thereof granted by JRERA.
- b. If the bidder fails to perform any other obligation (s) under the contract.

#### **E. Termination for insolvency**

JRERA also by giving written notice and without compensation to the bidder terminate the contract if the bidder becomes defaulter, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

#### **F. Force Majeure**

If any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such on performance or delay in performance under the contract shall be resumed as soon as practicable after such an event may come to an end or cease to exist, and the decision of JRERA to whether the services have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at his option terminate the contract.

## G. Evaluation of Tender

. The bidder has to quote their rate in all the respective places in price bids.

Sl No.	Type Of Vehicles (Only Diesels)	Tentative No Of Vehicles	Monthly Rent For 1500 Km (All Inclusive) In Rupees	Daily Rent For 80 Km (All Inclusive) In Rupees	Extra Rate /Km (All Inclusive) In Rupees
	A	B	C	D	E
1	Honda City	1			
2	Ciaz	2			
3	Swift Desire	2			
4	Innova	Daily Basis Only			
Total (for calculation purpose only).					

Lowest of Average Rate per Km will be considered as Successful/L-1 bidder (Only for Evaluation purpose only).

$$\text{Average Rate/Km} = [(C/1500) + \{(D/ (80*2)\} + E/2]/3$$

## NOTICE INVITING TENDER

File No:

Dated: //17

Sealed tenders are hereby invited from experienced bidder/agency, who have experience of supplying of commercial diesel vehicle with Central or State Govt. Departments or its Autonomous bodies / Public Sector Undertaking / reputed Multi National Companies. For minimum 02(two) years.

Sl.	Description of work	Cost of Tender Documents
1.	Supply of commercial vehicles to be used for project & allied activities on " As and When Requirement Basis" as well as " Dedicated Vehicles on Full Time Basis" (Round the Clock)	Rs.1000/- (Demand Draft in the favour of chairman JRERA, Ranchi)

The proof of documents as mentioned below, in original are to be produced at the time of issuing tender paper for verification.

### **Tenders to be submitted as follow**

#### **2. Part-I (Technical bid)**

#### **Consists of following document**

Tender Cost, Documents of IT return of last three years, Valid pan card, Registration of firm, Documents of experience as mentioned above along with supporting documents from the concerned firms / organizations, Service Tax registration certificate, List of owned commercial vehicles (at least 06 numbers of vehicles, which are complied with BS – III / BS – IV norms) with the necessary documents of owned vehicles

#### **3. Part-II (Commercial bid) consists of following**

a) Quoted Rates including all Taxes & Levies as per different laws.

**Tender paper will be on sale from 14-1-2019 to 15-01-2019 3:00 PM on payment basis (Non-refundable) Tender paper will be available from JRERA, RANCHI.**

**Place: jrera, first floor, civil services officers instates, deendayal nagar, booty road, ranchi-834008.**



The Part-I & Part -II are to be individually sealed in separate envelopes and are to be put in a 3<sup>rd</sup> envelope which shall also be sealed and super scribed with the name of work in bold letters, address of the depositors and to be dropped in the Tender Box kept in the Office of the JRERA, RANCHI, bid document will be open in presence of the intending bidders or their authorized representatives whoever present themselves at the time of opening of tenders.

**INCOMPLETE TENDERS, LATE / DELAYED TENDERS AS WELL AS TENDERS WITHOUT TENDER COST SHALL BE SUMMARILY REJECTED.**

**JUIDCO RESERVES THE RIGHT OF ACCEPTING ANY TENDER IN PART OR FULL OR REJECTING ALL WITHOUT ASSIGNING ANY REASON.**

**Authorized Signatory**