

निविदा सूचना / Tender Notice

	राजस्थान केन्द्रीय विश्वविद्यालय राष्ट्रीय राजमार्ग सं. 8, बांदरसिंदरी, जिला अजमेर-305817 Tel: 01463-238755, Website: www.curaj.ac.in
	CURAJ/R/F.92/2017/2138 Date: 22.08.2017
निविदा सूचना	
<p>विश्वविद्यालय अपनी दैनिक आवश्यकताओं की पूर्ति के लिए विभिन्न प्रकार के वाहन यथा ईटियोस/डिज़ायर/इंडिगो/इन्नोवा/अर्टिगा/टेवेरा/जायलो/स्कार्पियो/बोलेरो/बस इत्यादि किराये पर लेने हेतु केवल जयपुर के आवेदकों से अनुबंध करना चाहता है। इच्छुक आवेदकों से मुहरबंद निविदाएँ आमंत्रित हैं जो अधोहस्ताक्षरकर्ता के कार्यालय में दिनांक 11.09.2017 को दोपहर 2.00 बजे तक पहुंच जानी चाहिये। प्राप्त निविदाएँ उसी दिन सायं 3.00 बजे निविदादाताओं की उपस्थिति में खोली जायेगी। विस्तृत जानकारी विश्वविद्यालय वेबसाइट www.curaj.ac.in तथा CPP Portal: eprocure.gov.in पर उपलब्ध है।</p>	
कुलसचिव	

NH-8, Jaipur-Ajmer Highway, Bandarsindri, Distt. Ajmer- 305817

E-mail: registrar@curaj.ac.in

TENDER DOCUMENT

"Hiring vehicles on kms/daily/monthly basis from registered firms/parties/service providers from Jaipur"



Central University of Rajasthan
NH-8, Bandarsindri, Distt. Ajmer-305817

To

This tender document contains 17 nos. of pages
Including cover page
Cost of Tender: Rs. 500.00 only



CENTRAL UNIVERSITY OF RAJASTHAN

(Established under the Central Universities Act, 2009)

NH-8, Bandarsindri, Distt. Ajmer-305817

INVITING TENDER FOR HIRING OF VEHICLES

Name of Work	Hiring vehicles on kms / daily / monthly basis from registered firms / parties / service providers from Jaipur
Earnest Money Deposit	Rs. 5,000/- (Rs. Five Thousand Only) In the form of DD in favour of CURAJ, Payable at Bandarsindri
Cost of Tender Form (Non-Refundable)	Rs. 500/- (Rs. Five Hundred Only) in the form of DD in favour of CURAJ, Payable at Bandarsindri
Issue of Tender Document	Tender Document may be downloaded from the University Website www.curaj.ac.in and CPP Portal: eprocure.gov.in
Date and time of submission of Tender	11.09.2017 upto 02:00 PM
Opening of Technical bid in presence of the authorized representatives of bidders, if any.	11.09.2017 at 03.00 PM

1. Introduction

1. The sealed tenders are invited in Two Bid System – (Technical & Financial Bid) on behalf of the Central University of Rajasthan, Bandarsindri from registered and eligible firms/parties/service providers.

2. Scope of work

1. The work consists of: “Hiring of registered firms/parties/service providers from Jaipur to provide vehicles on hire like Innova / Etios / Dezire / Indigo / Ertiga / Tavera / Scorpio / Xylo / Bolero etc. on (kms/daily/monthly basis) for Central University of Rajasthan, Bandarsindri”

3. Definitions:

1. CURAJ means Central University of Rajasthan, Bandarsindri.
2. University means Central University of Rajasthan, Bandarsindri.
3. Bidder / Service provider means the individual, proprietary firm, partnership firm, limited company private or public or corporation.

4. Eligibility Criteria:

1. Should be a valid registered firm.
2. The bidder firm must be registered with GST (if applicable) and the supporting documents for the same have to be attached. If not already registered, proof of application for registration for GST/service tax must be submitted with the condition that registration certificate will be produced before signing the agreement/contract.
3. The bidder with experience in supplying at least two commercial vehicles/cars for one year during last two years to any Central / State Govt. organization, Public Sector Undertaking or a private sector is preferred. Experience of working with educational institution is desirable.
4. The Bidder should have at least 3 years of experience for providing such services to Government/Non-Government organizations/individuals.

5. The average annual turnover of the Bidder should be more than Rs. 05 lacs during the last two financial years.
6. Following documents are to be enclosed with Annexure-C (Technical Bid):-
 - i. Self-attested copy of PAN No. card;
 - ii. Self-attested copy of Service Tax Registration Number;
 - iii. Self-attested copy of Valid Registration No. of the Agency/Firm;
 - iv. Proof of Average Annual turnover (Annexure-A);
 - v. Proof of experience with documents from the concerned organizations (Annexure-B);
 - vi. List of minimum five vehicles/taxis not older than 2013, along with photocopy of their RC/fitness and permit owned by the contractor.
 - vii. An undertaking to the effect that the Agency has not been blacklisted by any of the Departments/Organizations of the Government of India/Government of Rajasthan and no criminal case is pending against the said firm/agency and ensure for fair trade practice;
 - viii. Undertaking that drivers/helpers without any criminal/immoral back ground shall be provided.
 - ix. Terms and conditions duly accepted/signed with the stamp of the prospective bidder.
 - x. a) Tender cost of Rs. 500/- (non-refundable) in the form of DD/Pay Order, in case the tender document is downloaded from the website
b) Bid Security of Rs. 5,000/- in the form of DD/F.D.R to be kept with technical bid in separate envelope.
 - xi. Declaration (Annexure-F).

5. Who can apply?

1. If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
2. If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
3. If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum and Articles of Association duly attested by a Public Notary.
4. The contractor will give written undertaking that he/she accepts all the terms and conditions.
5. Joint Venture/ Consortiums are not accepted.

6. Sealing and Marking of Bids

1. The bidder shall place the three separate envelopes (called inner envelopes) marked "Technical Bid", "Financial Bid" and "Earnest Money Deposit" in one outer envelope. The inner envelopes will have marking as follows:-
 - a) Earnest Money Deposit (EMD)
 - b) Technical Bid
 - c) Financial Bid
2. The sealed inner and outer envelopes containing the technical and financial bid shall be addressed to Registrar, Central University of Rajasthan NH-8, Bandarsindri, Distt. Ajmer-305817
3. The sealed tender shall bear the name and identification number of the Tender on the cover of the Envelope.
4. In addition to the identification required as above, each of the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late or is declared non-responsive.

7. Bid Submission:

1. The envelope named "Technical Bid" shall comprise of enclosure required in the Para 4.6 separately.
2. The envelope named "Financial Bid" and shall comprise of the price bid of the items on Annexure-D.
3. Each page of the Technical Bid & Financial Bid must be sealed and signed by the authorized signatory of the bidder.
4. Duly signed tender document along with all corrigenda, addendum issued, if any, should also be sealed as part of technical bid.

8. Opening of Financial bid and evaluation:

1. The financial bids of only those bidders which qualify the initial eligibility criteria (Technical Bid) will be opened in the presence of intending bidders. The date and time of opening of financial bids shall be intimated separately to the bidders who satisfy the initial eligibility criteria. The lowest financial bidder shall only be considered for award of work.

9. Earnest Money Deposit (Bid Security):

1. The Earnest Money Deposit (EMD) of Rs. 5,000/- only must be attached. The Earnest money shall be accepted with a minimum validity of 3 months in the form of DD and shall be in favour of "CURAJ", payable at Bandarsindri.
2. Tenders with no earnest money deposit will be summarily rejected. In case of successful bidder of the financial bids, the earnest money may be retained and adjusted towards a part of the Performance Guarantee/Security.
3. In the case of unsuccessful bidders, the Earnest Money Deposit will be returned without any interest.

10. Financial Bid:

1. The bidder shall quote unit item rates in Indian rupees (INR), both in words and figures in the Schedule quantities only Annexure-D. No alterations in the form of tender, in the schedule of quantities or additions etc. shall be permitted. In case of difference between the rates of items written in figures and in words, the rates of items written in words shall be taken as correct. No changes in unit rates shall be allowed.
2. The Work Contract Tax/Turnover Tax/Income Tax shall be deducted at source at the rate that will be in force from time to time.

11. General:

1. All information called for in the enclosed forms should be furnished against the relevant places in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against at the relevant place. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particular/query is not applicable in case of the bidder, it should be stated as "not applicable". The bidders are cautioned that supply for incomplete information called for in the application forms or deliberate suppression of any information may result in the bid being summarily disqualified. Bids received after the expiry of the stipulated date and time mentioned in the tender document will not be entertained.
2. The bid document should be legibly written. The bidder should sign each page of the bid.
3. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Pages of the eligibility criteria document are to be numbered. Additional sheets, if any added by the bidder, should also be numbered.

4. References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by officer of the client organization.
5. The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of tender document unless it is called for by the University.
6. Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any work in CURAJ. The contractor shall indemnify the University against all other damages/charges for which the University may be held liable or pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof. The University shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the course of performing the duties.
7. University will be under no legal obligation to provide employment to any of the personnel of the contractor after expiry of agreement period and the University recognizes no employer-employee relationship between the University and the personnel deployed by the contractor.
8. Person who is in Government service or an employee of this University should not be made partners to the contract by the contractor directly or indirectly in any manner whatsoever.
9. The successful bidder shall furnish a list of University employees related to him, if any. If the bidder shall obtain a contract with CURAJ as a result of wrong tendering or other non-bonafide methods of competitive tendering, the University reserves the right to terminate the contract without any liability to the successful bidder.
10. Without prejudice to any of the rights or remedies under this contract if the successful bidder dies, the University shall have the option of terminating the contract without compensation to the legal heir of the successful bidder.

12. Agreement & Validity of Rates:

1. The bidder will have to abide by all the rules and regulations embodied therein. The rates of successful bidder will be valid for 18 months contract from the date of award of work, extendable for another year if the performance is found satisfactory subject to mutual consent.
2. During the period of contract, the rates will not be revised on any pretext. The prospective contractor may quote the rates accordingly taking into consideration of this aspect.
3. Income tax, Works Contract Tax and any other tax at the rates in force during the progress of contract that will be in force from time to time shall be recovered / deducted from the released payment amount.

13. About Drivers provided by the contractor:

1. The vehicle and Driver shall remain available all the time as per Duty Roster and shall not leave place of duty without prior permission. In case of any urgency, the driver may seek permission of the user.
2. The drivers must be decently dressed, proficient in speaking local languages, well mannered, Courteous with proven integrity, healthy personal habits. In the event of misbehaviour on the part of driver, University may impose penalty as deemed fit on the firm/agency. The drivers/helpers should not have any criminal/immoral background on him. Any such criminal/immoral background interrupt the service of the University due to Police/Law enforcing agency interference etc., damages/penalty as deemed fit by the university may be imposed on the firm/agency. Beside, such drivers/helpers may also be barred from performing duties for University.

3. The driver should be well conversant with roads and routes of Ajmer, Jaipur and Delhi NCR and any other place of duty and in case/they follow wrong routes or overrule the instructions; the University will not pay extra km or extra time. His operation and functions shall be governed as per Motor Vehicles Act and Rules.
4. The speedometer and Km recorder must be maintained at high standard accuracy. Any defect noticed shall have to be rectified forthwith by the bidder. Until such rectifications, Kms calculated by the University shall be final and binding to bidder for purpose of billing.
5. The driver should always strictly follow traffic rules and regulations, so as to ensure safety of passengers. He should be informed not to cross the speed limit on the highway.
6. The driver should carry enough cash to pay for toll tax, parking charges, fuel and other incidental expenditure. He should be informed to get the fuel filled in the vehicle before the guest is seated.
7. The contractor should be in a position to cater to the additional vehicle requirement of the University at a short notice.
8. It is mandatory for all the drivers to have a mobile phone.
9. The Driver should not stop enroute for purchase of alcoholic drinks.
10. The vehicle should not halt for anything after the guest is seated in the vehicle until the guest demands or permits for it.
11. No Frequent Change of DRIVER / OR VEHICLE without prior intimation to the concerned officer of the University.

14. Penalties:

Penalty will be levied for the violation of terms and conditions of the contract in the following manner:

S. No.	Violations	Penal amount			Remarks
		1st instance in a month	2nd instance in a month	3rd & subsequent instances in a month	
1.	Any refusal to provide the vehicle	500.00	1000.00	1500.00	On each occasion
2.	Non-providing of vehicle in time	Rs. 100.00 per hour of delay			On each occasion
3.	Failure to provide alternative arrangement within one hour of vehicle breakdown	500.00	1000.00	1500.00	Rental charges for the day will also not be paid
4.	Misbehavior by the Driver	Rs. 300.00 per default			On each occasion
5.	Non-functioning of AC in Car	NIL	500.00	500.00	
6.	Change of driver without prior intimation of University & officers to whom vehicle is attached	500.00	500.00	500.00	On each occasion
7.	For violation/breach of any of the condition of the contract	Rs. 1000/- per default and/or Termination of the contract / forfeiture of Performance Security			
8.	In case of providing vehicles older than the year 2013 model (as mentioned in tender)	500.00	500.00	500.00	On each occasion

Note: In case serious misconduct the contract shall be terminated without serving any notice.

15. Payment Terms & other documents to be enclosed with bills:

1. No dead mileage will be given on monthly basis vehicles.
2. Reporting/ Relieving point for any vehicle hired by the University may be anywhere as directed by the University.

3. "Duty Slips/Movement Slips" will be signed by the University officer/User with whom the vehicles are attached for duty on day to day basis. No "duty slip" shall be entertained unless and until it is certified/verified by the concerned using officer. The duty slip should clearly indicate:-
 - a) The model of vehicle
 - b) The registration number of the vehicle
 - c) Type of vehicle and mode of hire (AC/ Non-AC)
 - d) The starting Reading of the Meter and time of the starting of the journey with the signature of the user of the vehicle
 - e) Last Reading of the Meter and Time of the termination of the journey with the signature of the user of the vehicle
 - f) Name of the user.
4. No advance payment will be made.
5. The bills should be made date-wise by the contractor and submitted to the Registrar, CURAJ University on monthly basis along with signed / certified duty slips and Toll Tax, Passenger Tax & parking slips etc. in original.
6. The contractor while raising the bill should clearly mention the rate charged/quoted.
7. The University will deduct Income Tax at source as per provision of Income Tax Act from the contractor at the prevailing rates. PAN no. should be quoted on the body of the bills.
8. No overwriting in the duty slip and bill is acceptable, if any change in the time/mileage, the counter signature of the user is to be recorded.
9. In case, the vehicle is hired on monthly basis, bill should be submitted along with the photo copy of the log book duly signed by the controlling officer.
10. The bills have to be submitted as per Govt. of India rules.
11. The contractor shall be required to get a certificate (Annexure-E) filled by the user. This will be accompanied with the bills produced for payment to check for suitable penalties, if any.

16.Termination

1. The University may, without prejudice to any other remedy for breach of contract, may terminate the contract in whole or in parts.
2. If the contractor 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 University.
3. The University reserves the right to cancel the contract at any time without assigning any reasons, whatsoever.

17.Jurisdiction

1. All disputes arising out of this contract shall be subjected to the jurisdiction of Rajasthan and High Court bench Jaipur, only.

18.Other Terms & Conditions:-

1. The Taxis should be in excellent condition mechanically as well as get up/appearance wise, its outer body/upholstery etc. should be decent looking and should have permit to run NCR/nationwide.
2. The bidder should be in a position to provide any vehicle within the given time frame (Information regarding requirement of vehicle will be provided minimum four hours in advance by the university).
3. The Contractor will have to provide the replacement of Driver/vehicle in case of any eventuality. The University has the right to ask the Contractor for removal of any Driver, who is not found to be competent or disciplined.
4. In case of breakdown of any vehicle, the contractor shall replace the breakdown vehicle immediately failing which the University Authority has the right to hire vehicle from any other sources at the cost of the contractor. A separate penalty will be imposed on the contractor.
5. The contractor shall not employ any person who has not completed eighteen years of age.

6. Vehicles provided to the University should bear commercial Taxi Cab Registration Numbers and should have comprehensive insurance and Drivers so provided with the vehicles shall have valid commercial Driving License.
7. The vehicles should conform to the Pollution norms prescribed, if any, by the Transport Department of Government of Rajasthan or any other law enforced by state transport department for national permit vehicles.
8. The University will not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the contractor.
9. There is no guarantee of hiring of any minimum number of vehicles. However, the contractor shall have to provide as many vehicles as may be required by the University.
10. The vehicle if taken for full day may be utilized for local Kishangarh, Ajmer and Jaipur as the case may be if required without any extra payment/charges.
11. The vehicle booked for one guest may be utilized during the same hiring period for other guests / purposes also.
12. In case the vehicle is hired for more than one day, then the number of kms will be adjusted /managed in total and not on per day basis.
13. The vendor will provide full details of driver, vehicle etc. during the time of booking and will be required to confirm from the driver at the reporting time whether the vehicle has arrived at the destination point or not.
14. Vehicles should be fitted with needed accessories to drive on State and National highways including during the nights. Fog lights are to be fitted while driving in foggy areas.
15. Vehicles should also be fitted with Toeing hook.
16. Driver should always carry all necessary documents like Registration papers, Insurance papers, PUC clearance, RTO tax payment papers, valid driving license and all other documents that should accompany vehicle as per rules & regulations of applicable laws.
17. Lodging, boarding, transportation of drivers shall be the vendor's responsibility.
18. In the intervening period if a temporary vehicle is provided by the Contractor and its mileage will be taken separately from reporting to discharges and will be added to the total log book for the month.
19. Vehicle should carry portable fire extinguisher.
20. All vehicles cars shall carry first-aid-box, tissue paper, stepney, toolbox etc.
21. The contractor shall maintain an office with adequate staff and telephone facilities round the clock to facilitate communication.
22. The contractor shall be responsible for total maintenance of the vehicles provided by him. All the vehicles provided should be in good running condition.
23. In case of failure to provide the vehicles on time or inability to provide, the University will be free to hire vehicles at the cost of approved contractor.
24. Parking and Toll Taxes will be paid extra by producing the bills in original.
25. All charges towards repair/service, salary of the drivers/helpers, petrol/diesel/expenses as well as any other expenses incidental on operation and maintenance of the hired vehicle(s) would be borne by the firm/agency/contractor.
26. Vendor shall not deploy any vehicle running of LPG or CNG.
27. The vehicle should be insured in all respects by the firm. In case of any accident or theft etc. all the claims arising out of it will be met by the agency and university shall not be responsible for any claim.
28. The hired vehicle with the driver/helper would be placed at the disposal of the University as and when required. The University would be free to use the hired vehicle in any manner for carrying official, material etc., as per requirement and the firm/agency will not have any objection to it.

29. The successful contractor shall not engage any sub-contractor or transfer the contract to any other person/firm/agency in any manner. The contractor shall not be permitted to transfer their rights and obligations under the contract to any other person/organization or otherwise.
30. The University reserves the right to reject any or all the tenders without assigning any reason thereof.
31. The EMD/Performance security will stand forfeited if the successful bidder withdraws or on notifying the rates, refuses to accept the tender or violate any other terms and conditions of the tender.
32. University will engage the 2nd participating agency on the approved rates and terms & conditions of the tender if the 1st agency is not able to provide the services.



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Annexure-A

FINANCIAL INFORMATION

1. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last two years, as submitted by the applicant to the Income Tax Department (Copies to be attached):

Item	2015-16	2016-17
Gross Annual Turnover		

Signature of Bidder(s) with Seal



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Annexure-B

Details of all works of similar nature completed during the last two financial years (i.e. 2015-16 and 2016-17).

S. No.	Name of Work/Project and location	Owner of sponsoring organization	Value in rupees	Date of commencement as per contract	Date of completion	Name and address/telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	7	9	10

- "Value" shall mean gross value of the completed work. This should be certified by an officer of the client organization on their letter-head.
- Work completion certificate shall be attached.

Signature of Bidder(s) with Seal



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Annexure-C

TECHNCIAL BID

Application Proforma for Hiring of Vehicles for the Year 2017-18

1. Name of the Contractor : _____
2. Name of Firm with Complete Address : _____

3. Telephone / Mobile Number (s) : _____
4. Fax Number : _____
5. E-mail : _____
6. PAN No. : _____
7. TIN No. : _____
8. Payment Details **Earnest Money:** : D.D. Amount: _____
D.D. No.: _____ Date _____
Bank & Branch: _____
Tender Fee: : D.D. Amount: _____
D.D. No.: _____ Date _____
Bank & Branch: _____
9. Service Tax Registration number issued by the :
Central Excise Dept. in favour of the
contractor/agency with year of Establishment _____
10. Details of Vehicles (not older than 2013), : _____
Copy of Certificate of Registration (RC) to be
attached _____

I/We the undersigned being contractor as mentioned above, hereby apply to the University for providing Taxi Services as described above in accordance with the terms & conditions of the Tender. I/We have read and understood the terms & conditions of the tender and hereby accept the same. The terms and conditions of the Tender is also signed and being submitted with the tender form.



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FINANCIAL BID

(To be sealed in separate envelope)

Proforma for Quotation of Rates for Hiring of Vehicles

(No blanks should be left which would be otherwise made the tender liable for rejection)

Name of the Contractor : _____
Name & Address of the firm : _____

TABLE-I

Name of the Vehicle	Rates on Daily Basis	
	with AC / Heater per Km.	without AC / Heater per Km.
Toyota Etios/ Maruti Swift Dezire/ Tata Indigo		
Maruti Ertiga		
Toyota Innova		
Chevrolet Tavera		
Mahindra Xylo		
Mahindra Scorpio		
Mahindra Bolero		
Tempo Traveler (12 seater)		
Mini Bus (15 seater)		
Mini Bus (23 seater)		
Bus (52 seater)		
Note: - 1. Minimum running in kms. 2. Night Charges (if any) will be Rs. per night (Payable only after 11.00 PM). 3. Other Charges (if any)		

TABLE-II

Name of the Vehicle	Rates on Hour Basis			
	with AC / Heater		without AC / Heater	
	4 hours 50 kms.	8 hours 80 kms.	4 hours 50 kms.	8 hours 80 kms.
Toyota Etios/ Maruti Swift Dezire/ Tata Indigo				
Maruti Ertiga				
Toyota Innova				
Chevrolet Tavera				
Mahindra Xylo				
Mahindra Scorpio				
Mahindra Bolero				
Tempo Traveler (12 seater)				
Mini Bus (15 seater)				
Mini Bus (23 seater)				
Bus (52 seater)				
Note: - 1. Beyond minimum 50 / 80 kms., extra per km. charge will be applicable according to daily basis charge mentioned in Table – I. 2. Other Charges (if any)				

contd.... 1



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FINANCIAL BID

(To be enclosed in separate sealed cover)

TABLE-III

Name of the Vehicle	Rates on Monthly Basis (for 3000 kms. per month)	
	with AC / Heater per Km.	without AC / Heater per Km.
Toyota Etios/ Maruti Swift Dezire/ Tata Indigo		
Maruti Ertiga		
Toyota Innova		
Chevrolet Tavera		
Mahindra Xylo		
Mahindra Scorpio		
Mahindra Bolero		
Tempo Traveler (12 seater)		
Mini Bus (15 seater)		
Mini Bus (23 seater)		
Bus (52 seater)		
Note: - <ol style="list-style-type: none"> Beyond 3000 kms., extra per km. charge will be applicable according to daily basis charge mentioned in Table – I. Night Charges (if any) will be Rs. per night (Payable only after 11.00 PM). Other Charges (if any) 		



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Certificate

This is to certify that I, travelled by vehicle
No. from to
on The journey was safe and comfortable.

Remarks (if any):

.....
.....

Name of the User:

Signature:

Date:



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NH-8, Bandarsindri, Distt. Ajmer-305817

DECLARATION

I, _____ (name of the person) hereby declare that I am authorized to sign this document and that:

- 1) All the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/incorrect or that our agency do not satisfy the eligibility criteria, our candidature/empanelment is liable to be cancelled/ terminated.
- 2) I understand that the decisions taken by the Central University of Rajasthan are final in all matters.
- 3) I hereby agree to work as per the terms and conditions rolled out by Central University of Rajasthan in its tender documents & I have understood all tender terms and conditions.
- 4) I understand that the Central University of Rajasthan reserves the right to accept or reject and to cancel the empanelment process and reject all expression of interests at any time prior to the award of the contract, without detailing any specified reasons whatsoever.

Place: _____

Date: _____

Signature: _____

Name: _____

Designation: _____



CENTRAL UNIVERSITY OF RAJASTHAN

(Established under the Central Universities Act, 2009)

NH-8, Bandarsindri, Distt. Ajmer-305817

CHECK LIST

1. Application Form (Technical Bid) as per Annexure-C.
2. Application Form (Financial Bid) as per Annexure-D.
3. Declaration (Annexure-F).
4. Earnest Money Deposit for Rs. 5,000.00 in the form of Demand Draft favoring Central University of Rajasthan payable at Bandarsindri.
5. Application Fee for Rs. 500.00 in the form of Demand Draft favoring Central University of Rajasthan payable at Bandarsindri.
6. Service Tax Registration Certificate (Enclose copy of the Certificate).
7. Written undertaking regarding accepting all the terms and conditions of the tender document.
8. Tender document signed in all the pages with seal of the bidder.
9. Registration with EPF/ESIC (Enclose copy of the Certificate, if applicable).
10. PAN (Enclose copy of the Certificate).
11. Proof of ownership of 05 vehicles with models not older than 2013.
12. Copy of Registered Partnership Deed or Articles/Memorandum of Association in the case of partnership firm or Private Limited Company.
13. Experience Certificate in the field in supplying at least two commercial vehicles/cars for one year during last two years to any Central/State Govt. organization or a Public Sector Undertaking.
14. Annual Turnover for the last two financial years to be enclosed.