



**NATIONAL INSTITUTE OF FASHION TECHNOLOGY**  
(Ministry of Textiles, Govt. of India)  
NIFT Campus, Doorbhash Nagar, ITI Premises, Rae Bareli – 2209010  
(Tel: 0535-2702422-29)

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9505(94)/NIFT/Bldg/Converge /18

Date: 28.11.2018

**E-TENDER FOR PROVIDING Vehicle services for the period from 26.12.2018 to 30.12.2018 on requirement basis during NIFT Converge-2018**

National Institute of Fashion Technology (an Autonomous body under the Ministry of Textiles, Govt. of India) Rae Bareli is invited e- tender for Providing Vehicle service for the period from 26.12.2018 to 30.12.2018 on requirement basis. For this purpose, NIFT invites e- Tenders from reputed Agencies or Contractors who have carried out similar nature of works. The terms and conditions of the tender are as follows:-

**TENDER NOTICE**

Tenders are invited from reputed agencies or contractors, Agencies or Contractors who have carried out similar nature of works towards providing vehicle services.

1. As per the requirements and details enclosed from contractors or agencies who have carried out similar work.
2. The Earnest Money in the form of Demand Draft/Pay Order should be after the date of publishing of tender date, payable in favour of “NIFT Rae Bareli.
3. NIFT shall have the authority to cancel the tender process if NIFT does not find a suitable tender. NIFT shall have the right to call for fresh tender in such circumstances, wherein tenderers who have bid in the previous tender, shall have the right to participate in the fresh process. The tenderers shall have no right to challenge the authority and decision of NIFT to cancel the tender process for the reasons deemed fit by NIFT.

**Submission of Bids**

- a. The interested agencies/contractors **should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, Original DD for the required EMD etc. in support of their technical bids** – all duly signed – on the <https://nifttenders.eproc.in> from **28.11.2018 to 13.12.2018 up to 3.00 P.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT Portal & NIFT website i.e. <https://nifttenders.eproc.in> & <http://www.nift.ac.in>



- b. Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- c. For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying
- Annual Registration Charges of Rs. 2000 + 360 (GST 18%) = 2,360/- (Two Thousand Three Hundred and Sixty Only - non-refundable).
  - Bid Processing Fee charges of Rs. 600+ GST ( non-refundable) through Online Payment Only.
- d. Vendors also contact CI India for online registration at following email Id's : [sandeep.bhandari@clindia.com](mailto:sandeep.bhandari@clindia.com) and [achal.garg@clindia.com](mailto:achal.garg@clindia.com) or Tel: +91-124-4302033 / 36 / 37 and mentioning their Company Name, Address and User ID for Approval of Registration, and Tender ID and Tender Title for Approval of Bid Processing Fees.

### **Introduction:**

National Institute of Fashion Technology (NIFT), Ministry of Textile, Govt. of India is a premier educational institution set up under an act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India.

Tenders are invited for hiring of Taxi Services and bus service on call basis in Two bids:

a) Technical Bid and b) Price bid, on the following terms and conditions.

### **A. GENERAL TERMS AND CONDITIONS: -**

1. Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected. No tenderer shall be issued more than one tender form.
2. The schedule issued with the form of tender listing the services to be rendered must not be altered by the tenderer. Any modifications/alterations of the schedule considered necessary by the tenderer, should be in the separate letter accompanying the tender.
3. No paper shall be detached from the tender.
4. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer.
5. The tender should be filled and submitted strictly in accordance with the instructions laid down herein, otherwise, the tender is liable to be disqualified.
6. The tender is liable to be ignored if complete information is not given there-in, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in.
7. Individual signing the tender or other documents connected with the tender must specify whether he signs as:
  - 7.1 A sole proprietor of the concern or constituted attorney of such sole proprietor.



- 8.2 A partner of the firm if it is a partnership, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- 8.3 Director or Principal Officer duly authorized by the Board of Directors of the company.
- 8.4 In case of (ii) a copy of the partnership agreement or general power of Attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate of registration of power of attorney should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case of (iii) the person signing the tender should be authorized by a resolution passed by the Board of Directors and a copy of the resolution attested by the Principal Officer should be attached.
- 9 The tender submitted in sealed envelope super-scribed "Tender for providing Vehicle Services at NIFT Rae Bareli" should be addressed to the Joint Director, National Institute of Fashion Technology, NIFT Campus, Doorbhash Nagar, Sector- II, Raebareli, Uttar Pradesh -229010. The Technical bid in the prescribed format as given in **Annexure A (Part-I & II)** & the price bid same in the prescribed format given in **Annexure B** should be sealed by the bidder in separate covers duly super scribed & both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as "Tender for providing Vehicle Services at NIFT Rae Bareli" and drop in the tender box available at reception area of NIFT, Raebareli Centre. The tenders (technical bids) will be opened on **13.12.2018 at 16:00 hrs** at NIFT Campus, Raebareli in the presence of the tenderers who may wish to be present, either by themselves or through their authorized representatives.
- 10 Tenders received after the specified date and time due to any reasons, including postal delay, will not be considered. The agency submitting the tender would be presumed to have considered and accepted all the terms and conditions of this tender. No enquiry verbal or written shall be entertained in respect of acceptance/rejection of the tender. The date, time and venue of opening of "Price bid" shall be communicated to the qualified bidders of Technical Bid separately.
- 11 PLEASE NOTE THAT OFFERS NOT ACCOMPANIED BY THE REQUIRED EMD DEPOSIT ARE LIABLE TO BE REJECTED.
- 12 A Demand Draft of **Rs.15,000/-** (Rupees Fifteen Thousand only) is required to be deposited as earnest money deposit (EMD) in favour of NATIONAL INSTITUTE OF FASHION TECHNOLOGY, RAEBARELI.



The earnest money deposit of the successful tenderer can be forfeited on any of the following ground:-

- 12.1 Misleads NIFT during the course of evaluation of the tender by providing false and misleading information.
- 12.2 Withdraws tender offer before finalization of the same.
- 12.3 Fails to accept the tender, if his/their tender is accepted by NIFT Raebareli.
- 12.4 If party become-L1 and is not willing to accept the offer.
- 12.5 Fails to commence the Hiring of Taxi Services within specified time after receipt of the letter awarding the contract. Failing this, NIFT reserve the right to cancel the letter awarding the contract.
- 12.7 Fails to complete the work satisfactorily.

**B. EMD shall be returned without interest:-**

- 13.1 To the unsuccessful bidders after the award of contract.
- 13.2 In case bidding process is terminated by NIFT for any reason.
14. The bids should be valid in the case of all the tenders for at least two months from the date of opening of the tender. In the case of the successful tenderer, rates quoted shall be valid for the entire period of the contract.
15. Any conditional offers made by the tenderer or any alterations/ corrections made in the tender from will not be considered. Similarly incomplete and unsigned tender will also not be considered. Each page of the tender form should be signed and stamped for the purpose of the tender offer.
16. National Institute of Fashion Technology, Raebareli reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.
17. The Price Bid of the qualified bidders will only be opened.
18. Correction, if any, must be attested.
20. The Contractor shall provide the requisite vehicle of the desired description with a dedicated driver for performing the duties as per requirement of the institute.
22. The driver of the firm should possess sound health and be free from diseases, especially contagious and frequently occurring diseases and hang a valid Identity card issued by the Company while on work/visit.
23. The particulars of all the driver who will be employed: such particulars inter-alia should include age, date of birth, permanent address and the police verification report of the drivers should be enclosed.



24. The driver engaged by the contractor for carrying out works under this contract, shall be deemed to be the employees of the contractor's Agency. The Agency shall be solely responsible for their wages, fringe benefits, duty roster, leave-records, relievers, dress etc.
25. The driver should have valid Commercial Driving License from the RTO.
- 25.1 The rates quoted shall be considered inclusive of all taxes & levies.
26. The Firm shall be liable with regard to compliance of all the laws, regulation, rule and directions given by any statutory authority with regard to safety, labor laws or any other laws in force in the State of Uttar Pradesh.
27. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the firm will indemnify NIFT in case of any damage or liability, which may arise on account of action of firm.
29. The meter reading & time will start from the pickup point and close at dropping point in case of additional vehicle as and when required.
30. The firms are required to quote the vehicle specifications as per Annexure-A. The specifications should be clearly written and there should be no overwriting.
31. The firms are required to quote prices as per Annexure-B. The Bidder shall quote the rates in figures as well as in words so that interpolation is not possible. The figures should be clearly written and there should be no overwriting.
32. Any dispute arising with regards to any aspect of this agreement shall be resolved by mutual discussions and consultations between the parties to the Agreement. In case the dispute remains unresolved through consultation, it shall be referred to an Arbitrator, to be appointed in consultation by the two parties involved in the dispute, as per provisions governing Arbitration Act of the country.
33. The firm shall at all times indemnify and keep indemnified the owner and its officers, servants and agents for and against all third party claims whatsoever (including claim not limited to property loss and damage, personal accident, injury or death of/or property or person of any sub-contract and or the servants or agents of the Firm any sub-firm(s) and or the owner and the Firm shall at his own cost and initiative at all times, maintain all liabilities under Workman's Compensation Act/Fatal Accident Act, Personal Injuries, Insurance Act and/or their Industrial Legislation from time to time in force.
34. **The driver shall be available along with the Car and Bus.**
  - a) The above rates should be inclusive of rent of the hired vehicle, night charges, fuel ,toll tax NIFT will not pay any other charges
  - b) The vehicles should be available with NIFT from Morning 6 AM to Evening 6 PM.
  - c) One helper is essentially required with Bus from Morning 6 AM to Evening 6 PM.
  - d) The condition of vehicle is good, clean and as per satisfaction of NIFT authority
  - e) Above requirement is approximately which may be increased or decreased .The payment will be made as per the actual uses.
  - f) Approximate distance between NIFT Rae Bareli to Modern Rail Coach Factory is 90KM and Lucknow 200 KM and Kanpur and Allahabad is 260KM.The given Kilometer may be increased or decreased as per requirement of NIFT.



- g) The fuel should be adequately filled in the vehicle in advance during travelling. No fuel charges will be borne by the commuter.

35. All Challans /Transport Authority payments will be borne by the contractor.

36. The vehicle provided by the contractor must be in excellent condition and must have proper & complete documents.

**C. Technical and Qualifying Criteria:**

57. Registration of Firm. (kindly attached a copy of Registration no. of the firm)

58. The Tenderer should have valid PAN Card. (Also attach a copy of the same with the Technical Bid).

59. The tenderer should have registration number of the Firm/Company/Agency.

60. The tenderer must enclose a Demand Draft of Rs. 15,000/- toward Earnest Money Deposit.

61. The work order will be issued to L-1 firm segment wise lowest rate quoted by the firm. NIFT decision will be final.

**D. Price Bid**

The Bid of only those bidders, who qualify the technical bid, will be considered for financial bid. Tenderer should quote rates as per **Annexure – B ONLY**.



**UNDERTAKING BY THE CONTRACTOR**

We have carefully gone through the various terms and conditions for provision of hiring of vehicle services. We agree to all these conditions and offer to provide hiring of vehicles services at NIFT. We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. We have acquainted ourselves with the tasks required to be carried out, before making this offer. We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place : \_\_\_\_\_

Dated : \_\_\_\_\_

Name & Signature of Contractor

Address: \_\_\_\_\_

Seal of the Agency \_\_\_\_\_

Phone No.

(O): \_\_\_\_\_

(R): \_\_\_\_\_

e-mail id:

**Annexure-A****TECHNICAL BID (Part-I)**

No.	Descriptions	Proof Required
1.	Name of Firm/Company/Agency	
2.	DD for Earnest of Rs.15,000/-	
3.	Registration No. of Firm/Company/Agency	
4.	Local Address of the firm along with Telephone No.	
5	PAN No.(Proof to be attached)	
6.	Name, Address and Telephone Number & e-mail id of the proprietor	
7	Bank Account Number with IFC Code.	
8	Work Experiences for providing vehicle services in any Centre/state Govt. deptt./PSU/Academic Institution in last 5 years. (minimum different 3 nos. of work order copy should be enclosed)	

Date:  
Place:

(Signature of the Authorized person)

Name :

Designation:

Company Seal:





**TECHNICAL BID (Part-II)**  
**Requirement of Vehicle services**

Sl. No.	Type of vehicles	Qty required approx	Number of DAYS	Destination
1.	Sedan (Etios, Swift Dezire etc)	10 Nos. of vehicle for each day	For three days 27,28&29 <sup>th</sup> December 2018	NIFT Rae Bareli to Lal Ganj (Modern Rail Coach Factory)
2.	Bus (52 SEATER)	15 Nos. of bus each day	For three days 27,28 & 29 <sup>th</sup> December 2018	NIFT Rae Bareli to Lal Ganj (Modern Rail Coach Factory)
3.	Bus (52 SEATER)	10 Nos. of bus each day	For 26 <sup>th</sup> December & 30 <sup>th</sup> December	NIFT Rae Bareli to Lucknow, Kanpur & Allahabad & Lucknow, Kanpur & Allahabad to NIFT Rae Bareli

**Note:**

A. The driver shall be available along with the Car and Bus.

B. The above rates should be inclusive of rent of the hired vehicle, night charges, toll tax NIFT will not pay any other charges

C. The vehicles should be available with NIFT from Morning 6AM to Evening 6 PM for serial Number one and two. For serial Number three as per the decision of NIFT authority prior information of twenty four hrs will be given for arrangement of vehicle .

D. Payment will be made as per actual engagement of vehicle and payment will be made accordingly. Above numbers are tentative and vehicle will be hired on requirement basis and payment will be made accordingly.

E. One helper is essentially required with Bus from Morning 6AM to Evening 6 PM.

F. The condition of vehicle is good, clean and as per satisfaction of NIFT authority

G. Above requirement is approximately which may be increased or decreased . The payment will be made as per the actual uses.

H. Approximate distance between NIFT Rae Bareli to Modern Rail Coach Factory is 90KM and Lucknow 200 KM and Kanpur and Allahabad is 260KM. The given Kilometer may be increased or decreased as per requirement of NIFT.

I. The fuel should be adequately filled in the vehicle in advance during travelling. No fuel charges will be borne by the commuter.

I/We accept the terms and conditions stipulated in your above quoted tender and agree to abide by the same.

Date:

Place:

(Signature of the Authorized person)



**Annexure-B**

**FINANCIAL BID**

**(Quotes for hiring of vehicle on call basis- For the period from 26<sup>th</sup> December to 30<sup>th</sup> December 2018 during Converge- 2018)**

Sl. No	Type of vehicles	Qty required approx	Number of DAYS	Destination	Charges applicable	Rate per km per unit of vehicle
1.	Sedan (Etios, Swift, Deziere etc)	10 Nos. of vehicle for each day	For three days 27,28&29 <sup>th</sup> December 2018	NIFT Rae Bareilly to Lal ganj (Modern Rail Coach Factory)	Rate per KM (Which includes rent of the hired vehicle, fuel, night charges, toll tax etc.)	
2.	Bus (52 SEATER)	15 Nos. of bus each day	For three days 27,28 & 29 <sup>th</sup> December 2018	NIFT Rae Bareilly to Lal ganj (Modern Rail Coach Factory)	Rate per KM (Which includes rent of hired vehicle, night charges, fuel, toll tax, helper etc inclusive of all)	
3.	Bus (52 SEATER)	10 Nos. of bus each day	For 26 <sup>th</sup> December & 30 <sup>th</sup> December	NIFT Rae Bareilly to Lucknow, Kanpur & Allahabad & Lucknow, Kanpur & Allahabad to NIFT Rae Bareilly	Rate per KM (Which includes rent of hired vehicle, night charges, fuel, toll tax, helper etc inclusive of all)	

**(Signature of the Authorized person)**

**Name:**

**Contact No. & e-mail id:**



**Company Seal:**