

Department of Electrical Inspectorate invites tender from reputed travel agencies/Individual for hiring brand new, [not more than five-year-old] preferably white colour models of vehicles in good condition on contract basis. The rate quoted shall be effective for one year from 1/ 08/ 2019; as per agreement.

Tender No.....

Last date of submission Bid:15/07/2019

Bid Opening date : 15/07/2019

**For more details of vehicles required, agreement etc. visit our
website www.ceikerala.gov.in**

Department of Electrical Inspectorate

.../.../ 2019

**Sd/-
Electrical Inspector**

Government of Kerala
Department of Electrical Inspectorate
Office of the Electrical Inspectorate ,
Idukki , Moolamattam

Tender No: 1/19

BID DOCUMENT

Hiring of Commercial Vehicles
for the Office of the Deputy Chief Electrical Inspector/Electrical Inspector
Government of Kerala

Not Transferable

Price of Bid Document(Original) :Rs. 540 /- + GST 12%

Price of Bid Document(Duplicate) :Rs . 270 /- + GST 12%

EMD :Rs. 6750 /-

1.TENDER NOTICE

- 1.1 Sealed tenders are invited under Single Bid system i.e. Qualification Bid and Commercial Bid from reputed and experienced Individual/Agencies/Firms/Companies etc. for providing Services of taxi vehicle on hired basis for the office of the Electrical Inspector for a period of one year from the date of contract. Requirements are as follows:

Description of Services	Type of Vehicle(AC)	Quantity	Place
Hired Vehicle on Monthly Basis	TATA Indica/ Maruthi Swift/ Mahindra Logan/Toyota Ethios Diesel AC car	1	Idukki District

- 1.2 Desirous companies/firms/agency may obtain tender documents w.e.f 1/08/2019 Tender document is available on all working days between 10.00 AM and 5.PM of 25/06/2019 to 14/07./2019 on payment of Rs.540 + 12% GST inclusive into any govt treasury / Friends jenasevanakendram / online payment at www.etreasury.kerala.gov.in under the head of account "0043-800-98" and forward the original receipt to this office.
- 1.3 Tender documents downloaded from the site – www.ceikerala.gov.in and also acceptable provided the requisite tender fee/cost i.e.Rs.540/ + 12% GST - inclusive into any govt treasury / Friends jenasevanakendram / online payment at www.etreasury.kerala.gov.in under the head of account "0043-800-98" and forward the original receipt to this office.Tender submitted without cost of Tender form will be summarily rejected

1.4 Schedule:

Start Date & time of issue of Bid Document : 25/06/2019 Time 10 AM

Last date & Time of issue of Bid Document : 15/07/2019 Time 2 PM

Last date & time for receipt of tenders : 15/07/2019 Time 3 PM

Date & Time for Opening of Qualification Bid

and Commercial Bids : 15/07/2019 Time 4 PM

Place of Opening the Tenders : Department of Electrical Inspectorate
Office of the Electrical Inspectorate,
Idukki, Moolamattom

Validity of Tenders : 90 days from the date of opening of tenders.

1.5 The interested Individual/Companies/Firms/Agencies may put the tender document complete in all respects along with Earnest Money Deposit (EMD) of Rs.6750/- (Rupees Six thousand Seven hundred and Fifty Only) and other requisite documents, submitted in the office of the Electrical Inspector, Electrical Inspector, Palakkattu Kunnel Building, Moolamattom. Tenders received without the requisite Earnest Money Deposit (EMD) of Rs. 6750 /- shall be rejected and returned to the bidder. The tenders shall not be entertained after the time and date specified above under any circumstances whatsoever.

This Office reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or without sufficient fund allocated or without getting administrative sanction if any shall be liable to cancel all tenders without giving any notice or assigning any reason. The decision of the **Electrical Inspector** in this regard shall be final and binding on all.

1.6 The Bidder is expected to examine all instructions, forms, specifications, terms and conditions in the Bid Documents. Failure to furnish all information and documents required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the Bidder's risk and shall result in rejection of the bid

2.General Instructions for Bidders

2.1. Parties: - The parties to the Contract are the contractor (the bidder to whom the work has been awarded) and the Electrical Inspector, Electrical Inspectorate, Idukki, Moolamattom.

2.2. Duration: - The duration of the contract shall be for a period of one year from the date of award of work order.

2.3. Earnest Money:

i) Earnest Money of Rs.6750 /- (Rupees Six thousand Seven hundred and Fifty Only) in the form of Demand draft of any nationalized bank must be deposited by bidders along with their duly filled up tenders documents. The validity of the Demand draft must be up to 3 (Three) months. The Demand draft shall be in favour of - Electrical Inspector Payable at Moolamattom. The EMD in respect of the agencies which do not qualify the qualifying Bid/Financial Bid shall be returned to them without any interest. However the EMD in respect of the successful tenderer shall not be adjusted towards the performance security deposit.

ii) No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the Department in respect of any previous work will be entertained.

iii) Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid Demand draft will be forfeited.

iv) The tenders without document fees and/or Earnest Money or DD incorrectly addressed will be summarily rejected.

v) No claim shall lie against Department of Electrical Inspectorate in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit.

vi) Earnest Money shall be forfeited in case of the following—

a). If the bidder withdraws or amends its tender or increase in rates after opening of the tender but before the validity of the quotation expires.

b). On refusal to enter into contract after award of contract.

c). If the work is not commenced on the date of starting the work after work is awarded to the contractor.

d). Unsatisfactory performance and/or Non-performance of the contract.

2.4. Preparation and Submission of Tender:

The tenders have been invited under single bid system i.e. Qualifying Bid and Commercial Bid.

2.4.1 The agencies are advised to submit the bids as given below,

(i) Envelope 1 super scribing – **Qualifying Bid for Providing hired Vehicle for the O/o The Electrical Inspector-2019-2020**, should contain the following documents.

(a) Qualifying Bid form (As in Annexure I);

(b) Copy of leased agreement (if the vehicle quoted is leased from a third party) (c) Work

experience of similar work for the past one year

(d) Copy of PAN / GIR Card;

(e) Copy of the IT return filed for the last (or recent) financial year; (f) Copy

of Service Tax registration certificate, if applicable; (g) Copy of registration

book of the vehicle;

(h) Certified documents in support of entries in column 8 of Qualifying Bid form (Annexure – I) for work experience;

(i) Copy of this Tender Document with each page duly signed and stamped by the authorized signatory of the agency in token of their acceptance.

(j) EMD as stipulated vide item 1.5 of Tender Notice.

(ii) Envelope 2 super scribing -**Commercial Bid for providing hired Vehicle for the O/o The Electrical Inspector, Idukki for 2019-2020**, should contain the Commercial Bid (As in Annexure II).

(iii) Envelope 3 super scribing -**Tender for Providing hired Vehicle for the O/o The Electrical Inspector , Idukki for 2019-2020**, should contain the above 2 envelopes.

2.5. Qualifying Bid:

2.5.1 The qualifying bid should be submitted in form given in Annexure-I along with the documents specified above.