

**TENDER**

**FOR**

**TRANSPORTATION SERVICE**

**Tender No. - IITMandi/Transportation/2015-16/151/**

**Tender Issue Dates**

**Deadline for Tender submission** : 03 December 2015, 1100 Hours

**Tender Opening Date & Time** : 03 December 2015, 1500 Hours  
(Technical Bid)

**Tender Opening Date & Time** : 03 December 2015, 1500 Hours  
(Financial Bid)



**Indian Institute of Technology, Mandi**

Website: [www.iitmandi.ac.in](http://www.iitmandi.ac.in) & [www.eprocure.gov.in](http://www.eprocure.gov.in)

-----  
-----

## NOTICE INVITING TENDER

1. Indian Institute of Technology Mandi, (hereinafter referred to as the “Institute”), an Educational Institute of National Importance, invites sealed tenders in two-bids (1. Technical & 2. Financial) from well-established reputed transporters (hereinafter referred to as the “Tenderer”), having relevant experience for providing the bus/van services to Government and large private organization / Institutions. **Selection of the Tenderer for providing transporter will be based on Marks system based on evaluation as per information provided in the Technical and Financial Bids.**

2. **Type of Transport Requirement.** IIT Mandi proposes to hire 4 x 29 Seater or comparable capacity Buses and 2 x 11 Seater or comparable capacity Vans. Tenderer needs to provide vehicles for IIT Mandi initially for one year, further extendable upto one year based on satisfactory completion of contract. Contract will be based on monthly rent of vehicle and other institute requirements within Himachal Pradesh. The requirement of transport may be met using following types of vehicles, all of which should be of **2013 or later model**. Tenderer may quote for one or multiple vehicles.

**Tender document can be downloaded from the IIT Mandi website at URL Link:**  
<http://www.iitmandi.ac.in>, <http://eprocure.gov.in>

3. **Deposits** the tenderer shall be required to deposit the refundable earnest money deposit (**EMD**) **for an amount of Rs 1,25,000/-** (Rupees One lakh twenty five thousand only) **and a non- refundable tender fee of 1,000/-** (Rupees One thousand only) by way of demand drafts only. EMD and demand drafts will be provided in an envelope, duly marked as “EMD and Tender Fees for the Transport Tender of IIT Mandi December 2015” alongwith the Tenderer's name and address. The demand drafts shall be drawn in favour of “Registrar, IIT Mandi” payable at Mandi. **The bids if not accompanied with EMD and the tender fees will NOT be entertained and summarily rejected.**

4. Offers in financial bid should be written in English and price should be written in both figures and words. The offer should be typed or written in ink or ball pen without any cutting or overwriting. Use of pencil will not be acceptable. The relevant supporting documents as mentioned or required should be enclosed along with the offer.

5. All Three Envelopes containing (a) EMD&Tender Fees, (b) Technical bid & (c) Financial bid should be individually sealed and then be placed in a third envelope, sealed and superscribed with tender number and the due date of submission and address to :-

The Registrar  
Indian Institute of Technology Mandi  
Kamand Campus, VPO Kamand,  
Distt. Mandi – 175005, Himachal Pradesh, India

6. The Sealed tender should reach the Institute latest by **03 December 2015 1100 Hours**. Tender(s) received beyond the last date of submission will be rejected. No tender will be entertained by E-mail or Fax.

7. At any time prior to the deadline for submission of bid(s), the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by prospective tenderer, modify the tender document by amendment and it will be published on the website.

8. **Technical & Financial bid(s) will be opened on 03 December 2015 at 1500 Hours** in the office of Manager I&S at Kamand in the presence of the

tenderer(s) or their authorized representative(s) who are present at the scheduled date and time.

9. **Technical and Financial bids Weightage.** 50% Weight is given to Technical and Financial Bid each. **Evaluation and award of marks leading to selection of a tenderer for the contract will be made as per Method for evaluation of Bids given at Annexure A.**

10. Notwithstanding the above, IIT Mandi reserves the right to reject any or all tenders, recall the tender in case it is felt that the rates quoted are not reasonable, with different methodology for tendering, prior to award of contract without assigning any reason whatsoever.

## INSTRUCTIONS TO TENDERER

11. Tender should be submitted in two parts, **Part – I (Technical Bid) & Part – II (Financial Bid)**.

The envelope of Part – I should be superscribed as “Tender for Transportation Service, Part – I (Technical Bid)” and the envelope of Part – II should be superscribed as “Tender for Transportation Service, Part – II (Financial Bid)”.

**Part I (Technical Bid): (Please refer Annexure B for details.)**

13. The Technical bid shall include the following :-

- (a) Valid registration and license details for providing transportation service under the relevant statutes.
- (b) Tenderer should not have been debarred or blacklisted by any Central / State Governments Departments/Autonomous Institution/University of India. An affidavit to that effect on Non- Judicial stamp paper of 10/- duly notarized shall be enclosed with the technical bid. The format of the affidavit is attached with the tender as **Annexure D**.
- (c) Copy of Vehicle Registration Certificate (RC), Insurance Certificate etc must be enclosed with technical bid to prove that the number of vehicles proposed to be provided and its vintage (year of model) by the Tenderer are actually held.
- (d) For proof of annual turnover, a balance sheet of Financial Year 2014-15 (as on 01 April 2015), duly audited and self attested will be provided by the Tenderer.
- (e) Regarding experience in providing transportation service, copy of a certificate/ contract from the previous employers - self attested will be submitted to prove the experience. In absence of the same, experience will be considered nil.
- (f) At least one latest satisfactory work completion certificate must be enclosed with the technical bid, regarding having provided satisfactory transport service to a government organization/ Autonomous Institutions/ Government Undertakings.
- (g) EPI & EPF Numbers will be given to prove registration details. **Those who do not have ESI/ EPF will furnish additional guarantee through a DD of Rs. 100,000/- in favour of “Registrar, IIT Mandi” alongwith Technical Bid with a written assurance on a stamp paper duly notarized that the ESI/EPF registration (Please refer Annexure F) will be made by the tenderer & details will be provided within three months of award of the contract in case the firm is selected for award of contract as per methodology for selection of Tenderer. If such a tenderer fails to provide ESI/ EPF details, the contract will be canceled and the guarantee of Rs. 1 Lakhs as well as the EMD of Rs. 1,25,000/- will be forfeited by the Tenderer to the Institute.**
- (h) Bank solvency certificate obtained prior to submission of the bid will also be provided by the Tenderer.

14. **Earnest Money Deposit**. Please refer Para 3 above.

15. **Tender Cost**. Please refer Para 3 above.

16. **Additional Gurantee.** Those tenderers who do not have a valid ESI and EPF registration Number will furnish additional guarantee as given above in para 13(g).

17. The demand drafts for earnest money deposit, tender fee and additional guarantee (where applicable as given in para 13(g)) must be enclosed in the envelope containing the technical bid.

**PART – II (Financial Bid): ( Please refer Annexure C for details)**

18. (a) The financial bid should be in the format enclosed with tender as **Annexure C** and kept in separate sealed cover. Failure to provide financial bid in a separate sealed cover will result in invalidation of the offer.

(b) The financial bid should be clearly filled or typed and signed in ink legibly giving full address of the tenderer. The tenderer should quote the price in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with his full signature, shall invalidate the tender. The tender should be duly signed by the authorized person(s). In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as the valid offer.

19. The tenderer shall submit one copy of the tender document and addenda thereto, if any, with each page of this document signed and stamped as a proof to confirm the acceptance of entire terms & conditions of the tender by the tenderer.

20. **Rejections.** The bid of any tenderer who has not complied with one or more of the conditions of eligibility criteria and / or fails to submit the required documents as required / or mentioned in tender document are liable to be summarily rejected.

21. **Validity of Quote.** Quoted rates must be valid for a period of 90 days from the stipulated last date of submission of tender. The overall offer for the assignment and tenderer's quoted price shall remain unchanged during the period of validity. In case the tenderer(s) withdraws his offer during the validity period, the EMD deposited by him shall be forfeited without assigning any reason thereof. The tenderer(s) should be ready to extend the validity, if required.

22. **Tender Preparation Cost.** The tenderer shall solely bear all the costs associated with the preparation and submission of the bid. The Institute shall in no case be responsible or liable for such costs, regardless of the conduct or outcome of the tender process. In no case, such costs shall be reimbursed by the Institute.

23. **Award of Contract:**

(a) After due evaluation of both the Technical & Financial bids as per methodology explained in **Annexure A**, IIT Mandi will award the contract to the selected Tenderer (hereinafter referred to as the “Contractor”) and issue a work order.

(b) In case the period of contract is extended further by the Institute in consultation with the contractor, the validity of performance guarantee shall also be extended by the contractor accordingly, so that such performance security shall remain valid for a period of sixty days after the expiry of the obligations of the contractor for the extended period.

24. **Performance Guarantee.**

(a) The tenderer selected and awarded contract shall provide Performance Guarantee in terms of **7.5% of the Annual contract amount in terms of Fixed**

**Deposit Receipt** made in any of the Nationalized bank (preferably SBI or PNB), **pledged in favour of “Registrar, IIT Mandi” within 10 days of award of the contract.** Annual Contract amount shall be calculated by IIT Mandi and intimated to the selected party based on fixed rate per month and number of vehicles offered by the selected tenderer for award of the contract.

(b) The performance security, as furnished by the tenderer, shall remain valid for a period of **sixty days beyond the date of completion of all contractual obligations** of the contractor under the agreement to be executed by and between the Institute and the Contractor.

25. **Refund of EMD** The earnest money deposit of the tenderer, whose tender has been accepted, will be returned on the submission of performance security. Earnest money deposit of the successful tenderer shall be forfeited, in case of default as defined in para 21 below.

26. **Default.** The tenderer shall forfeit to the institute the Earnest Money Deposit (EMD) for an amount of 1,25,000/- (Rupees One Lakhs Twenty Five Thousand only) and additional Guarantee of Rs. 100,000/- as given in para 12(vi) above in case of default which is considered for the purpose of this tender/ contract as :-

(a) Failing to provide transportation service as per the contract within three days of award of the contract, or

(b) Failing to provide EPF and ESI registration details within three months of having been awarded the contract, or

(c) Failure to provide Performance Guarantee as given in Para 13 above within stipulated time frame.

(d) Furnishing false information to secure this contract, which may be found during the tendering process or at a later stage during the operation of the contract.

27. **Terms & Conditions:**

(a) All vehicles provided to IIT Mandi should be in excellent roadworthy and running condition and of **2013** or later model, **as given in the technical & financial bid of tender document** with good interiors, free from any past history of accidents and fully insured, including third party. Fitness certificate issued by Regional Transport Office (RTO) should be submitted to IIT Mandi.

(b) Only inspected and approved vehicles will be sent for service on regular basis. Vehicles sent as replacement / standby will also be subjected to inspection and approval. Institute reserves the right to inspect all / any vehicle at any time during the trip.

(c) The vehicles shall run as per the schedule given by the Institute. The vehicles will be deployed even on Sundays/ Holidays as per the Institute requirements including special duties over and above scheduled requirements as and when needed. The contractor should strictly follow the schedule. Exact Kms covered will be entered in log book as daily basis.

(d) The vehicles sent for services should have neat and hygienic seat covers, fire extinguisher units, first aid box and a banner plate denoting that they are on duty for IIT Mandi.

(e) All vehicles supplied must have a **pollution free certificate**.

(f) Drivers sent with vehicles should have a valid commercial HMV driving license and they must be regular employees of the agency. All drivers and co-drivers must be physically and mentally fit for services and not be older than 60 years. **Medical fitness certificate from Chief Medical & Health Officer** of each of the Driver may be asked. If any driver is found not fit or their behavior is not satisfactory, the Institute reserves the right to ask the agency to replace the driver immediately. **Driver must be in proper uniform (dress)**. Sufficient drivers must be catered to run vehicles as per institute requirement including on Sunday/ Holidays/ Special Duties over and above stipulated schedule.

(g) In case of any delays / breakdown / non-reporting of vehicle, the information should immediately be passed on to the "Authorized Person" appointed by IIT Mandi and suitable replacement is to be arranged as early as possible.

(h) The Contractor must ensure that driver is not under the influence of alcohol or other intoxicants while performing their duties for the Institute. Institute reserves the right to check randomly alcohol contents through breath of drivers. **Smoking is strictly prohibited inside vehicles**. The Contractor shall ensure that such personnel do not play cards, gambling, or any antisocial activities during duty hours and such activities are prohibited in the parking area even after duty hours. They shall **not use unparliamentary language inside the vehicles and Institute**.

(j) The contractor shall solely be responsible for accidents, if anything happens. Institute will not be responsible for any litigation whatsoever under any circumstances.

(k) The contractor shall not deploy any driver who has not completed eighteen years of age and who does not possess a valid driving license and experience of at least three years. The contractor shall comply with all the statutory regulations related to the business. Institute shall not be responsible for any liability in this regard for any fault of the contractor. Any tenderer proposing to provide two or more buses shall depute a transport supervisor with adequate experience for single point interaction and coordination with IIT Mandi.

(l) The operation and function of vehicles and drivers shall be governed by Motor Vehicles Act and these shall be the responsibility of the contractor. Any violation of traffic rules can invite penalty.

(m) Each vehicle shall be given half a day for maintenance every month, with prior consent, without affecting the schedule given by IIT Mandi. Once in a fortnight, the bus will be permitted to go for servicing and washing without affecting the schedule given by IIT Mandi with prior consent of IIT Mandi. **One battery operated vacuum cleaner and other cleaning equipment/ accessories as necessary will be maintained by the contractor for effective cleaning the bus at Mandi as well as Kamand**. The same shall be used whenever necessary and the bus will be kept clean all the time.

(n) The bus shall not be utilized for any other purpose than the requirement of IIT Mandi during contract duration and will be parked in IIT Mandi premises except when sent for maintenance.

(p) **Penalty.** During the operation of the contract, the following penalty will be **deducted from the monthly payment** to the contractor, based on report from the security staff/ IIT Employee/Student travelling in the bus:-

1. Delays not because of mechanical failure/ act of nature :-
  - (a) 5 to 10 Minutes : Rs. 500/- per event.
  - (b) 10-20 Minutes : Rs. 1000/- per event.
  - (c) 20-30 Minutes : Rs. 2000/- per event.
  - (d) More than 30 Minutes : Rs. 3000/- per event.
  - (e) Failure to provide a bus: Rs. 4000/- per event.
2. Not wearing uniform : Rs. 250/- per event.
3. Misbehavior with IIT Employee/ Staff/ Student: Rs. 500/- per event.
4. Overspeeding beyond 30 Kmph on downhill slope : Rs. 500/- per event.
5. Inadequate cleanliness : Rs. 250/- per event.
6. Improper servicing/ mechanical condition due to poor maintenance Rs. 1000/- per event.
7. Providing invalid/ inappropriate driver Rs. 1000/- per event.
8. Driver found drunk/ indulging in gambling/ any other antisocial activities during duty hours Rs. 4000/- per event.

(q) **In case of change in requirements/ for any other reason, the Institute reserves the right to terminate the contract by giving 30 days' notice and without assigning any reason whatsoever.**

28. **Payment Schedule:** Payment requests for monthly bills are to be submitted by the contractor by 5<sup>th</sup> of the following month. Payment shall be released within fifteen days from the date of verification of bill and subject to satisfactory performance of duties as per the contract. Amount on account of penalty as listed in para 27(q) above will be deducted from the payable amount.

29. **Arbitration:** In case of any dispute or difference arising out of or in connection with the tender conditions, job order and contract, the Institute and the contractor will address the dispute/difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole arbitrator to be appointed by the Institute. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be Mandi. The decision of the Arbitrator shall be final and binding to both the parties.

30. **Jurisdiction:** The courts at Mandi alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender/contract. It is specifically agreed that no court outside and other than Mandi court shall have jurisdiction in the matter.

31. **Clarification:**

- (a) The prospective tenderer requiring any clarification regarding the tender document are requested to contact Manager I&S at **telephone: 01905-267126, 9619350119** and **email [dgnaik@iitmandi.ac.in](mailto:dgnaik@iitmandi.ac.in)** not later than 7 days before the last date of submission of tender. Response will be given by email for clarification.
- (b) At any time prior to the deadline for submission of bids, the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the tender document by amendment.
- (c) The amendment will be published on Institute website. In order to afford prospective tenderers reasonable time to take the amendment into account in preparing their bid, the Institute may, at its discretion, extend the deadline for the submission of the Tender.





## Annexure A

### Methodology for Award of Score for Technical & Financial Bids for Provision of Transportation Service to IIT Mandi

#### Technical Evaluation Matrix (Max Score 50)

Ser.	Criterion (Marks range)	Input1	Input2	Input3	Input4	Input5	Input6
1	<b>Annual Turnover in Rupees</b>	>50 Lakhs	40 to 50 Lakhs	30-40 Lakhs	20-30 Lakhs	Below 20 Lakhs	
	Max Marks 20	20	15	10	5		0
2	<b>Experience in operating buses/ Vans</b>	>5 Years	3-5 Years	2-3 Years	1-2 Years	Upto 1 Year	Nil
	Max Marks 15	15	12	9	6		3 0
3	<b>Number of Buses/ Vans Held at present</b>	>6	5	4	3		2 1
	Max Marks 10	12	10	8	6		4 2
4	<b>Number of Buses/ Vans proposed to be provided by Bidder</b>	6	5	4	3		2 1
	Max Marks 12	12	10	8	6		4 2
5	<b>Vintage of Number of Buses proposed to be provided (Max Marks 36)</b>	6	5	4	3		2 1
	2013(2 Marks/Vehicle)	12	10	8	6		4 2
	2014(4 Marks/Vehicle)	24	20	16	12		8 4
	2015(6 Marks/Vehicle)	36	30	24	18		12 6
6	<b>ESI Registration</b>	Held			Not Held		
	Marks (5 or 0)	5			0		
	<b>Total Marks</b>	<b>100</b>					
	Weightage	50%					
<b>A</b>	<b>Score Considered</b>	<b>50</b>					

#### Financial Evaluation Matrix (Max Score 50)

Ser.	Criterion	Input1	Input2	Input3	Input4
	Example Quote in Lakhs	30	40	50	60
<b>B</b>	<b>Score Considered</b>	<b>50</b>	<b>37.5</b>	<b>30</b>	<b>25</b>
	Formula	=50 x Lowest bid/ Actual bid			

**Final Score A+B**

**100**

**Bidder with highest Final Score will be selected for the award of the contract**

**Tender for Transportation Service**

**Technical Bid**

**(Please refer Para 13 on Page 4 and provide all document as asked for therein)**

1. **Name of the Tenderer:** \_\_\_\_\_
2. **Address of the Tenderer (with proof):**  
\_\_\_\_\_
3. **Contact Details of the Tenderer :** \_\_\_\_\_  
(a) **Tel. No. with STD (O)** \_\_\_\_\_ **(Fax)** \_\_\_\_\_ **(R)** \_\_\_\_\_  
\_\_\_\_\_  
(b) **Mobile No** \_\_\_\_\_ (c) **E-mail** \_\_\_\_\_ (d) **Website** \_\_\_\_\_  
\_\_\_\_\_
4. **Name of Proprietor/Partners/Directors of the firm/agency :**  
\_\_\_\_\_
5. **Tenderer's Bank with branch and his Current Account number :** (A cancelled cheque must be supplied in support of this details)  
\_\_\_\_\_
6. Registration and incorporation particulars of the Tenderer indicating legal status such as company, partnership / proprietorship concern etc (PI attaches copies of the relevant documents/certificates).
7. CST/VAT/Excise Duty/TIN, etc registration details for providing transportation services (PI attaches copies of the relevant documents/certificates).
8. Copies of PAN / Income Tax Circle / TIN of the Tenderer.
9. Copies of Income Tax Returns filed for the last three years should be attached.
10. Bank Solvency Certificate from the banker of which the account detail is given by the tenderer.

**11. INPUTS FOR TECHNICAL EVALUATION OF MARKS (DULY SUPPORTED BY DOCUMENTARY PROOF FOR EACH CRITERION)**

<b>Ser</b>	<b>Criterion (Marks range)</b>	<b>Please provide detail here</b>
1	Annual Turnover in Rupees	
2	Experience in operating buses/ Vans in Number of years	
3	Number of Buses/ Vans Held at present	
4	Number of Buses/ Vans proposed to be provided by Bidder	29@ Seater _ 11@ Seater _
5	Vintage of Number of Buses proposed to be provided	
a	Number of vehicles to be provided with Model of 2013	29@ Seater _ 11@ Seater _
b	Number of vehicles to be provided with Model of 2014	29@ Seater _ 11@ Seater _
c	Number of vehicles to be provided with Model of 2015	29@ Seater _ 11@ Seater _
6	ESI Registration (Tick what is applicable)	Held/ Not Held

@Tenderer may offer upto 4 x 29 seater **or comparable capacity** Buses and 2 x 11 Seater or Comparable capacity Vans. However, Number of buses/ Vans may be restricted to 4 buses and 2 Vans in Ser No. 4 & 5 at the discretion of IIT Mandi. In case of buses are offered with capacity other than 29 in range of 26 to 32, the same must be indicated in the third column above by cutting 29 at Serial No. 5a, 5b & 5c as applicable. Similarly in case of Vans, the capacity acceptable will be 9 to 14. Please note that rates will be adjusted for comparison on pro rata bids as explained in financial bid.

**Explanatory Notes for filling details in the table above :**

**Ser 1.** Balance Sheet duly audited required for Financial Year 2014-15.

**Ser 2.** Proof in terms of (a) year of registration as transport provider and (b) work orders/ contracts to claim that the firms has experience of that many Number of years.

**Ser 3.** How many vehicles does your company have? Copy of Registration Certificate vehicle duly signed by authorized representative with company seal.

**Ser 4. How many vehicles do you propose to supply to IIT Mandi for which you are providing rates in financial bid?** Number of vehicles of each type & Model is to be written in the blank space in the table above. Copy of RC books and its mechanical fitness certificate (Giving Registration Number & Vehicle Chassis Number of each vehicle in the Certificate) from the authorized dealer is to be attached as a proof.

**Ser 5.** Against 5a, 5b and 5c, please write number of each category of vehicle proposed to be provided in the blank space, in numeral.

12. Declaration regarding blacklisting or otherwise by the Govt Departments as given in **Annexure D**.

13. The tender document (all pages) duly signed and stamped as proof of having read the contents therein and in acceptance thereof should be enclosed.

14. Duly filled in authorization for attending the bid opening (**Annexure E**)

15. Details of Award / Certificates of merit etc, if any, received from any organization (Please attach copy of the certificates, if any).

16. **Financial Deposits**

(a) **EMD** Draft No: \_\_\_\_\_ dt \_\_\_\_\_ amounting to Rs 1,25,000/- (Rupees One Lakh Twenty Five Thousand Only) drawn in favour of “Registrar, IIT Mandi”, payable at Mandi. (Please write the name of the proprietor on the reverse turn of the drafts)

(b) **Tender Fee**: Draft No \_\_\_\_\_ dt \_\_\_\_\_ amounting to Rs 1,000/- (Rupees One Thousand Only) drawn in favour of “Registrar, IIT Mandi”, payable at Mandi. (Please write the name of the proprietor on the reverse turn of the drafts)

(c) **Additional Guarantee if applicable (Please Refer Para 13(g))**. Draft No \_\_\_\_\_ dt \_\_\_\_\_ amounting to Rs 1,00,000/- (Rupees One Lakh Only) drawn in favour of “Registrar, IIT Mandi”, payable at Mandi. (Please write the name of the proprietor on the reverse turn of the drafts) along with undertaking as given in **Annexure F**

Tender for Transportation Service

Part II : Financial Bid

(Please Note that Number & capacity of vehicles proposed to be provided, its registration No. & Model (Vintage) must match with details provided Technical Bid)

\*Fuel charges based on the average mileage calculated by IIT Mandi& the Contractor will be paid by IIT Mandi. All taxes/ expenses applicable and penalty imposed if any during transportation due to fault of the transporter as per statutory provisions are to be borne by the tenderer.

<b>Ser No</b>	<b>Type of Vehicle &amp; capacity</b>	<b>Fixed rent on monthly basis (excluding fuel charges) per vehicle in Rupees in figure &amp; Words*</b>	<b>Number of vehicles proposed to be provided (In bracket mention capacity &amp; Make of the vehicle)</b>	<b>Vehicle Registration No. &amp; Vintage (Model)</b>
1	29 Seater or comparable capacity (26 to 32) Ordinary Bus with factory fitted body & seats			2013 -  2014 -  2015 -
2	11 Seater or comparable capacity (8 to 14) Ordinary Van with factory fitted body & seats			2013 -  2014-  2015-

\* By Comparable seating capacity, range of 26 to 32 seating will be considered for bus and 8 to 14 for Vans.

\*Rates for higher or lower capacity of buses/Vans will be compared with benchmark of 29 for selection. For example,

- Bus capacity of 32 will be brought at par with 29 seater bus by multiplying the rate quoted by (29/32).
- Rates quoted for bus capacity of 26 will be brought at par with 29 seater by multiplying the quote by (29/26).

**Tender for Transportation Service**

**Declaration Regarding Blacklisting / Debarring For Taking Part in Tender.**

(To be executed & attested by Public Notary / Executive Magistrate on Rs.10/- non judicial Stamp paper by the Tenderer)

I / We \_\_\_\_\_ (Tenderer) hereby declare that the firm / agency namely

M/s. \_\_\_\_\_ has not been blacklisted or

debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

**(Or)**

I / We \_\_\_\_\_ (Tenderer) hereby declare that the Firm / agency namely M/s. \_\_\_\_\_

was blacklisted or debarred by Union / State Government or any Organization from taking part in

Government tenders for a period \_\_\_\_\_ years wef \_\_\_\_\_ to of

\_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender / contract will be rejected / cancelled by Registrar, IIT Mandi and EMD / performance security shall be forfeited.

In addition to the above, Registrar, IIT Mandi, will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

**Attested:**

(Public Notary / Executive Magistrate)

Name \_\_\_\_\_

Address \_\_\_\_\_

**Tender for Transportation Service**

**Letter of Authorization for attending the Bid opening**

Sub. Authorization for attending the technical bid opening on \_\_\_\_\_ and financial bid on \_\_\_\_\_ of the tender for provisioning of Transportation Services

Following person is hereby authorized to attend the bid opening for the tender mentioned above on behalf of M/s. \_\_\_\_\_ (name of the Tenderer)

Name \_\_\_\_\_ Specimen Signature \_\_\_\_\_

Signature of the Tenderer

**Or**

Officer authorized to sign the bid documents on behalf of the Tenderer

**N.B. Permission will be denied incase the photocopy of the duly filled in form is not brought at the time of opening**

**Signature of the Tenderer with seal & date**



**Tender for Transportation Service**

**Guarantee Regarding Submission of ESI & EPF details to IIT Mandi within three months from date of award of contract in case of award of contract for transportation service to IIT Mandi.**

(To be executed & attested by Public Notary / Executive Magistrate on Rs.10/- non judicial Stamp paper by the Tenderer)

I / We \_\_\_\_\_ (Tenderer) hereby declare that the firm / agency namely  
M/s. \_\_\_\_\_

at present, we do not have registration with Employee's State Insurance (ESI) and Employee's Provident Fund (EPF).

That, in the event of this firm being selected and awarded for the contract of providing Transportation service for IIT Mandi, we undertake to obtain registration with ESI and EPF and provide proof of the same to IIT Mandi within three months from the date of award of contract.

Towards this assurance/ undertaking of obtaining and providing registration with ESI & EPF, we are furnishing a DD of Rupess 1,00,000/- (Machine No. \_\_\_\_\_, drawn on \_\_\_\_\_, Payable at Mandi, drawn in favour of "Registrar, IIT Mandi".

I/ We understand and accept that in case of failure to provide the details of registration with ESI and EPF within the stipulated time, IIT Mandi will cancel the contract and the DD detail of which is given above shall become property of IIT Mandi and I/We shall have no claim whatsoever to this amount, nor shall we dispute the decision of IIT Mandi in this regard.

I/We also understand that in such event, the performance guarantee given by my/ our firm will also become property of IIT Mandi and I/We shall have no claim whatsoever to this amount, nor shall we dispute the decision of IIT Mandi in this regard.

In addition to the above, Registrar, IIT Mandi, will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

**Attested:**  
(Public Notary / Executive Magistrate)

Name \_\_\_\_\_

Address \_\_\_\_\_