

**SURVEY OF INDIA  
DEPARTMENT OF SCIENCE AND TECHNOLOGY  
GOVT. OF INDIA**

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Office of the Director  
Maharashtra & Goa GDC  
Phule Nagar, Alandi Road  
Pune -411 006

No.S - 1618 /16-H-Tender

**SPEED POST**

Dated: 18<sup>th</sup> August' 2015

To

M/S

List attached

**TENDER NOTICE**

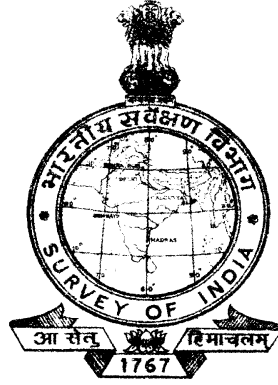
The Office of the Director , M & G GDC, Survey of India , Phulenagar, Alandi Road, Pune -411006, invites sealed tenders for hiring of Permit Vehicles (Registered as Taxies) for field duties in and around Maharashtra State . The vehicle should be diesel driven and should not be older than 5 years . The preferred type shall be Commander, Marshal, Sumo, Bolero Double cab, Utility or similar capacity with carrier.

Interested Firms / Travel Agencies may collect the tender document contains full details, terms and condition, from the Survey of India website [www.surveyofindia.gov.in](http://www.surveyofindia.gov.in) . .

Last date & time of submission of sealed Tender is : 14-09-2015 at 16-00 hours.  
Date and time of opening of tender is : 15-09-2015 at 11-30 hours.

**( N R Biswal )**  
Director  
Maharashtra & Goa GDC

# **SURVEY OF INDIA**



## **TENDER DOCUMENT FOR HIRING OF VEHICLES FOR FIELD DUTIES OF SURVEY OF INDIA**

**TENDER NO. : S- 1618 / 16-H-Tender dt. 18-08-2015**

**SURVEY OF INDIA  
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Office of the Director  
Maharashtra & Goa GDC  
Phule Nagar, Alandi Road  
Pune –411 006.

**TENDER DOCUMENT FOR HIRING OF VEHICLES FOR FIELD DUTY  
OF SURVEY OF INDIA**

The Director , M & G GDC, Survey of India , Phulenagar, Alandi Road, Pune-411006 , invites Sealed tender on prescribed proforma for hiring of vehicles with driver for field duties of Survey of India as per details furnished below : -

**1.0 PARTICULARS OF THE TENDER**

- |     |  |   |
|-----|--|---|
| (a) | Designation and address of the authority inviting tender | : <b>The Director<br/>M &amp; G GDC, Survey of India<br/>Phulenagar, Alandi Road,<br/>Pune: 411006</b>                          |
| (b) | Tender No.   | : <b>S- 1618 / 16-H-Tender dt.<br/>18/08/2015</b>   |
| (c) | Type of vehicles required with Driver                    | : <b>Commander/Marshal/Sumo,<br/>Bolero/ TATA (DI-207) with carrier<br/>&amp; Diesel driven only.</b>                           |
| (d) | No. of Vehicle required                                  | : <b>5 (Five) Vehicles</b> (It may be reduced or increased subject to prevailing conditions at the time of placing Job Orders.) |
| (d) | Year of Manufacture                                      | : <b>Not earlier than 2010</b>  |
| (e) | Minimum Km run per liter of fuel                         | : <b>Not less than 10 Km/Ltr.</b>   |
| (f) | Condition of the vehicle                                 | : <b>Vehicles offered for hire should be of good condition particularly in respect of : -</b><br>(a) Engine<br>(b) Body         |

- (c) Tyre
- (d) Paint
- (e) Upholstery
- (f) Clutch
- (g) Brake
- (h) Gearbox

- (g) Providing of Diesel, oil & lubricant : Director, M &G GDC,  
Survey of India will provide Diesel only.
- (h) Approximate period of hiring of vehicles :4 (Four)Months
- (i) Availability of vehicle :Vehicles will be required at the time of actual field duty irrespective of day or night
- (j) Area of field duty : Dahegaon Dhapewada , Umrer, Bhandar, Kamptee, Rajura, Chandrapur area of Maharashtra.
- (l) Last date and time of receiving tenders : 14-09-2015 (4-00 PM)
- (m) Date and time for opening tenders : 15-09-2015 ( 11-30 AM )
- (n) Total Number of pages of tender document : 12

## 2.0 **OTHER TERMS AND CONDITIONS**

- (i) The tender should be submitted as per enclosed Annexure ‘A’ in Sealed envelope duly marked as **“Tender for hiring of Vehicles for the year 2015-16 due on dated 14-09-2015 (16:00 hrs)”**. Tender to be sent under an outer sealed envelope duly marked as above, if sent by Post.
- (ii) Tender (Annexure ‘A’ with relevant documents ) duly filled in and signed by the tenderer must be addressed to “Director, M&G GDC. Survey of India, Phule Nagar, Pune -411006” and not to any individual by name and should either **by post** or should

be dropped in the Tender Box kept in the M&G GDC. Survey of India, Phule Nagar, Pune -411006, latest by **1600 (hrs) on 14-09-2015**.

- (iii) Office of the Director, M & G GDC., Pune, shall not be responsible for any postal delay for non-receipt of tender by due date and time for whatsoever the reason.
- (iv) Each page of the tender must be signed by the tenderer.
- (v) Tenderer if so desire may be present on the date and time of opening quotations. They may enquire on phone ( 020-26615043 ) before they come.
- (vi) It will be the responsibility of the tenderer to place the vehicle(s) for inspection of the vehicle(s) if called for at his cost along with all relevant documents in original.
- (vii) Details of vehicle(s) e.g. type of vehicles ., Year of Manufacturer etc. along with vehicle wise charge per month to be mentioned in the tender. Collective charge for different type of vehicles together will not be considered and lead to rejection of tender.
- (viii) Vehicles should be Diesel driven only.
- (ix) The vehicles offered for hiring should have necessary R.T.O. clearance and should be registered as Taxies and the Office of the Director, M & G GDC, Survey of India , Pune, will not be responsible for any R.T.O. regulatory matters relating to registration of vehicles etc.
- (x) Hiring charges should include cost of repairs, oil and lubricants, regular servicing , Inter-State move expenditure and drivers pay and allowances, his fooding and lodging etc. but exclude the cost of Diesel.. Rates quoted by tenderer should be valid for at least one year from date of tender opening.
- (xi) Successful tenderer shall ensure that sufficient cash is available with driver all the times to cover essential contingent expenditure, urgent repairs, cost of diesel and other essential expenditures.
- (x) In the event of any accident or damages while vehicle is on Survey of India duty, Survey of India shall be completely free from any liability of the nature connected with the accident/damages. The tenderer himself will be fully and exclusively responsible for any damage of vehicle(s) or any injury to driver or any other person in employment of tenderer including any third party claims. In no case the department will be liable for any type of Compensation/medication to the person in employment of

- tenderer Or to the damaged vehicle including any third party claim. However, if damage or loss is incurred to Survey of India and/or its employees, as a result of any accident or any other reason involving failure of vehicle(s)/driver, tenderer shall reimburse on demand and without any demur the compensation/damage charges.
- (xi) Survey of India shall not be responsible for any claim that arises due to damages/injuries pilferage to the tenderer vehicle(s) property under any circumstances while the vehicle(s) is engaged on Survey of India duty.
  - (xii) Vehicles must have valid registration & PUC certificate. (Photocopies must be submitted at the time of inspection )
  - (xiii) Vehicles must have necessary permit for driving the vehicles in area of field duty.(Photocopies must be submitted at the time of inspection )
  - (xiv) The drivers of the vehicle must be 18 years of age or older of Indian nationality. The drivers of the vehicle must have valid commercial driving license for both plain and hill areas. (Photocopies must be submitted at the time of inspection )
  - (xv) Vehicles must have valid comprehensive insurance cover policy. (Photocopies must be submitted at the time of inspection )
  - (xvi) The tenderer must submit a declaration regarding non-involvement of vehicle(s) being offered for hire in any accident/court case etc. The tenderer must submit a declaration that the drivers offered for service do not have any criminal record neither have any tendency for criminal activity. The tenderer will be completely responsible for the conduct of their driver during the tenure of hiring.
  - (xvii) Repairs of the vehicle(s) to be carried out by the tenderer immediately during the period of hire.
  - (xviii) In case of major break down of any vehicle the replacement of the same must be provided by the tenderer within 24 hours of break down, failing which Office of the Director, SOI, Pune, shall have the right to hire any other vehicle(s) against break down vehicle(s) at the expense of the tenderer and the tenderer will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rate tendered and those at which the hiring is actually made if it is higher.
  - (xix) Vehicle and drivers must be available during entire period of engagement. For the period of “absence of driver” or “unavailability of vehicle” no payment will be made. In case of absence of driver of any vehicle or unavailability of vehicle the replacement of the same must be provided by the tenderer within 24 hours, failing

which Office of the Director, SOI, Pune, shall have the right to hire any other vehicle(s) against unavailable vehicle(s)/driver(s) at the expense of the tenderer and the tenderer will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rate tendered and those at which the hiring is actually made if it is higher.

- (xx) Duty certificate regarding the presence of vehicle/driver furnished by the Detachment officer on the basis of concerned car diary/relevant record maintained for the purpose, shall be final and admissible for payment.
- (xxi) In case of long distance run of vehicle during repairs or its use for any other private purpose by driver/tenderer, the cost of diesel shall be borne by the tenderer.
- (xxii) Earnest money Rs 3,000/- (Rupees Three thousand only) in the shape of Demand Draft/Call Receipt of any Nationalised Bank in favour of **E & A O, M & G GDC, Survey of India, Pune** should be furnished along with the tender.
- (xxiii) Security deposit @ 10% of the tender value in the shape of Demand Draft /Call Receipt of any Nationalised Bank in favour of **E & A O, M & G GDC, Survey of India, Pune**, is to be submitted by the successful tenderer.
- (xxiv) If the successful tenderer fails to furnish the security deposit then the whole earnest money shall be forfeited without any reference to the tenderer.
- (xxv) Earnest money of all unsuccessful tenderer will be returned within 30 days of the award of tenderer of hiring of Vehicle. EMD of the successful tenderer would be returned only after the receipt of security deposit.
- (xxvi) The tenderer should furnish a certificate that all the terms and conditions of the tender document are understood by the tenderer and ready to abide by the same without any variation.
- (xxvii) An agreement (Annexure 'B') which is enclosed with the tender document is to be executed by the successful tenderer at his cost.
- (xxviii) The drivers will have to halt with the Survey team and keep the vehicle ready for field duty as per the requirement, in the area of work in Maharashtra.
- (xxix) Latest income tax clearance (Photocopy) is to be submitted along with tender.
- (xxx) Service Tax No. ( 15 digits) with certificate of registration from Central Excise Department to be submitted along with tender.
- (xxxi) In case of payment of hiring charges to be made for a period of less than one month, in that case payment will be made on pro-rata basis.

- (xxxii) Payment will be made to the successful tenderer on monthly basis only after successful completion of field duties for that period.
- (xxxiii) In case of minimum average run per liter of fuel as specified under (e) of particulars of the tender is not achieved by any vehicle, then the extra cost of fuel consumed by the vehicle on the basis of actual km run per liter of fuel will be deducted from the payment due for that vehicle.
- (xxxiv) The vehicles to be used for field duties should have roof carrier for carrying survey stores/luggage/instruments along with the survey personnel of one squad during transit from one place to another.
- (xxxv) Non-pollution certificate from concerned authority to be submitted along with tender and it will be the responsibility of the tenderer for obtaining subsequent pollution certificate during contractual period of hiring.
- (xxxvi) The tenderer should have the previous experience of having done a similar work for some other organization/offices etc. The attested copies of job order and termination order is to be submitted along with the tender.
- (xxxvii) In case the tenderer wishes to withdraw any of the contracted vehicles than he should inform or give one month prior notice to the department regarding the same.
- (xxxviii) The Director , M&G GDC, Survey of India ,Pune, reserves the right to reject any or all tenders without assigning any reasons.



**ANNEXURE 'A'**

**FOR VEHICLES HIRED ON REGULAR MONTHLY-BASIS FOR FIELD DUTIES**

Rates exclusive of Diesel, but with salary of Driver, Permit, Insurance and all other incidental expenses for vehicles (Taxies) hired on monthly basis for field duties in areas as per Tender Document No .**S- 1618 /16-H-Tender** dated: 18-08-2015

<b>Type of Vehicles</b>	<b>No. Of Vehicles (Capacity )</b>	<b>Year of Manufacture</b>	<b>Fixed Monthly Charges (Excluding Service Tax)</b>	<b>Average Km Run Per Litre</b>	<b>Remarks if Any</b>

It is certified that all the terms and conditions of tender document No S- 1618 / 16-H-Tender dt 18-08-2015 have been understood by me/us and ready to accept the same without any variation.

**(Signature of Tenderer with Seal)**

Name : -

Address : -

Phone No.

**ANNEXURE 'B'**

**AGREEMENT**

(Agreement to be executed on Rs.100/- Non-judicial Court Stamp)

An agreement made this ..... day of ..... BETWEEN  
..... (hereinafter called the contractor which  
expression shall include his legal representatives) of the one part and the President of India  
(hereinafter called the Government) of the other part and WHEREBY the contractor agrees to  
supply the Vehicles on hire to the **Director , Maharashtra & Goa GDC, Survey of India,  
Pune** (hereinafter called Government Representative ) as per details given below : -

Type of Vehicle	No. of Vehicles	Hiring Charges per Month with Driver & other charges.	Maintenance during the period of hire to be borne by	Remarks
			The Contractor	Only Diesel to be provided by Survey of India.

and on the terms and conditions hereinafter mentioned viz. : -

- (a) that this Contract shall remain valid for a period of .....w.e.f. .... initially and if the services are found satisfactory the same may be extended for another .... months.
- (b) that the vehicle(s) with driver(s) are to be placed under disposal of the Director , M&GGDC, Survey of India or his authorized representative on .....free of any Diesel oil & lubricant cost from the Contractors' site to .....site.

- (c) that the vehicles which will be given on hire should be of good running condition.
- (d) that the minimum average run per litre of fuel should be as mentioned below against type of vehicle e.g. :-

Sl. No.	Type of Vehicle	K.P.L.

- (e) that the date fixed for placing the vehicle(s) on hire as mentioned above
- (f) that the repairs of the vehicle(s) to be carried out by the tenderer immediately during the period of hire.
- (g) that in case of any major break down of any vehicle the replacement of the same must be provided by the Contractor within 24 hours of break down, failing which **Director, M & G GDC, Survey of India, Pune**, shall have the right to hire any other vehicle(s) against break down vehicle(s) at the expense of the Contractor and the Contractor will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rate tendered and those at which the hiring is actually made, should the same be higher.
- (h) that in the event of any accident or damages while vehicle is on Survey of India duty, Survey of India shall be completely free from any liability of the nature connected with the accident/damages. The contractor himself will be fully and exclusively responsible for any damage of vehicle(s) or any injury to driver or any other person in employment of contractor including any third party claims. However, if damage or loss is incurred to Survey of India and/or its employees, as a result of any accident or any other reason involving failure of vehicle(s)/driver, contractor shall reimburse on demand and without any demur the compensation/damages.

- (i) that Survey of India shall not be responsible for any claim that arises due to damages/injuries pilferage to the contractor vehicle(s) property under any circumstances while the vehicle(s) is engaged on Survey of India duty.
- (j) that the Director M&G GDC, Survey of India, Pune, shall have full power to reject the vehicle(s) which to the true intent and meaning is not in accordance with the requirement as per tender document No. S-**1618**/ 16-H-Tender dt. 18-08-2015 related to hiring of vehicle(s) in question.
- (k) that the contractor will deposit a sum of Rs.....  
.....as security for compliance with the terms and conditions of this contract.
- (l) the Director, M&G GDC, Survey of India, Pune , reserves the right to
  - (i) terminate this contract by giving notice of one week in advance if the services of the Contractor are found not satisfactory, during the currency of the contract.
  - (ii) to enter in to parallel contract for similar services with other agencies/person whenever it is found necessary.
  - (iii) to extend the contract up to .....months, if required from the date of expiry of the initial period at the same terms and conditions.
- (m) that the contractor will be entirely responsible for the execution of this contract in all respect in accordance with the conditions of this contract and shall not assign or sub-let the same.
- (n) if the contractor becomes insolvent or he or his Agent offers any bribe in connection with the contract or the contractor fails to observe or perform any condition of this contract then notwithstanding any previous waiver of such default or action being taken under any other clause hereof the Director, M & G GDC, Survey of India, Pune, may on behalf of the Government terminate the contract and forfeit the said deposit and recover from the contractor any loss suffered by the Government on account of the contract being terminated.
- (a) if any dispute or difference shall arise including this contract the settlement of which is not hereinbefore provided for the same shall be referred to the arbitration of the Surveyor General of India or if he is unable or unwilling to act as arbitrator to the arbitration of any person nominated by him in writing

and the decision of such arbitrator shall be final and binding on the parties to this contract.

Signed by the said contractor .....

In the presence of : -

1<sup>st</sup> Witness

Address

2<sup>nd</sup> Witness

Address

Signed by the said for and on behalf of the  
President of India

In the presence of : -

1<sup>st</sup> Witness

Address

2<sup>nd</sup> Witness

Address