

**MEGHALAYA & ARUNACHAL PRADESH
GEO-SPATIAL DATA CENTRE
SURVEY OF INDIA
SHILLONG**

**TENDER DOCUMENT
FOR
HIRING OF VEHICLES FOR TRANSPORTION OF MAP
LITHO PAPER**

Tender No. : S- 1822 /16-A-1 Dated 27 -08-2018

To be Submitted by: 11/09/2018 (1300 Hrs.)

TOTAL PAGES : 6

Cost of Tender Document: Rs. 200/- (Rupees Two Hundred only) (Non-Refundable)

Tender Document can also be downloaded from Government eProcurement System
website: www.eprocure.gov.in

TENDER FOR HIRING OF VEHICLE WITH DRIVER
ON CONTRACT BASIS

On behalf of the President of India, the Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong - 793001 (Meghalaya), invites Sealed tender, on the prescribed Proforma for hiring of Trucks with driver and labour for loading / unloading and transportation of approximately 45 Tons of Map Litho Paper from Director, Megh. & Ar. P. GDC, Survey of India, Shillong to Director, Western Printing Group, near Palam Railway Crossing, Delhi Cantt.-110010 as per the details furnished below.

1.0 PARTICULARS OF THE TENDER

- (a) Designation and address of the Authority Inviting tender : **Director
Meghalaya & Arunachal Pradesh GDC
Survey of India,
Malki, Shillong – 793 001
MEGHALAYA**
- (b) Type and number of vehicles required : Trucks with loading capacity of 9 tons or more with driver and labour for loading/unloading and transportation of Map Litho Paper from Director, Megh. & Ar. P. GDC, Survey of India, Shillong to Director, Western Printing Group, near Palam Railway Crossing, Delhi Cantt.-110010
Number of Trucks to be decided by the contractor depending upon the load
- (e) Condition of the vehicle : { Vehicles offered should be in roadworthy condition particularly in respect of (a) Engine (b) Body (c) Paint (d) Cover (e) Tyres etc. }
- (f) Office in respect of which the vehicles hired For transportation of load : **Director,
Meghalaya & Arunachal Pradesh GDC
Survey of India,
Malki, Shillong – 793 001
MEGHALAYA**
- (g) Approximate period : The Map Lithopaper should be loaded from Shillong and unloaded at Western Printing Group, Palam Railway Crossing, Delhi Cantt. within 15 days of loading.
- (h) Providing of Diesel, oil & lubricant : The contractor will provide diesel, lubricants, etc.
- (k) Last date and time of sale of tender document : **10/09/2018 (1600 Hrs)**
- (l) Last Date and Time of receiving tenders : **11/09/2018 (1300 Hrs.)**
- (m) Date and Time of opening the tenders : **11/09/2018 (1500 Hrs.)**
- (n) Total No. of pages of tender document : 06

2.0 TERMS AND CONDITIONS :

- (i) The tender should be submitted as per the Annexure 'I', in a sealed envelope super scribed as **“Tender for Hiring of Vehicles.**
- (ii) The tender document can either be purchased from E & AO, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong on payment of Rs. 200/- by cash / in form of D.D. in favour of **E.& A.O, M. & Ar. P. GDC, Survey of India, Shillong**, or, can be downloaded from Survey of India website www.surveyofindia.gov.in and in such case the tenderer has to pay the tender document cost in form of D.D. for Rs. 200/- drawn in favour of the **E. & A. O, M. & Ar. P. GDC, Survey of India, Shillong** payable in Shillong. In any case the Cash Receipt/DD should be enclosed with the tender, failing which the tender will not be accepted. 'The Bank Draft should be from a Nationalized Bank only and should not be A/c payee.'

- (iii) Tender must be uploaded to “https://eprocure.gov.in” on or before 11/09/2018 (1300 Hrs.). **Each page of the tender must be signed by the tenderer.**
- (iv) The Director, Meghalaya & Ar. Pradesh, GDC, Survey of India shall not be responsible for any postal delay or non-receipt of tender by due date and time for any reason whatsoever.
- (v) Rates quoted shall be mentioned by the agency both in figures and words. There should not be any erasing or overwriting whatsoever to avoid rejection of bid. The rates quoted shall remain valid for a period of 60 days after the date of opening of the bid.
- (vi) The rates quoted should be firm & final till completion of the contract period. **Hiring charges will include cost of repairs, all taxes leviable by the Central/ State Government(s)/Toll taxes/Check post fee, Inter State move expenditure and driver’s pay and allowances e.g. his stay etc.**
- (vii) Bids with overriding conditions will be summarily rejected.
- (viii) **The tenderer is required to submit duly filled and signed in Annexure- I.**
- (ix) Rates must be quoted for Trucks with loading capacity of 9 Tons or more alongwith labour expenses for loading of approximate 45 Tons of Map Litho Paper from Shillong and unloading at Delhi Cantt.
- (x) Unloading at Director, Western Printing Group, Survey of India, near Palam Railway Crossing Delhi Cantt-110010 will require stacking of Map Litho Paper in 5 to 6 layers of stacks.
- (xi) Successful tenderer shall ensure that sufficient cash is available with drivers all the times to meet essential contingent expenditure and urgent repairs.
- (xii) 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.
- (xiii) The vehicles offered for hire should have necessary RTO clearance and should be registered as Commercial Vehicle. The Director, Meghalaya & Ar. P GDC, Survey of India will not be responsible for any RTO regulatory matters relating to the registration of vehicles.
- xiv) Survey of India shall not be responsible for any claim that arises due to damages /injuries, pilferage to the tenderer’s vehicle(s) /property under any circumstances while the vehicle(s) is/are engaged on Survey of India duty.
- xv) Vehicles must have valid registration certificate **(Photocopy must be attached with the tender).**
- xvi) Vehicles must have valid comprehensive insurance policy. **(Photocopy must be attached with the tender).**
- xvii) Vehicles must have necessary permit for crossing inter State jurisdiction. **(Photocopy must be attached with the tender).**
- xviii) The tenderer must submit a declaration to the effect that the vehicles being offered for hire are not involved in any accident/dispute/court case etc.
- xix) The drivers of vehicle must have valid driving licenses for both plain & hilly areas **(Photocopy must be attached with the tender).**
- xx) Vehicles must have valid fitness throughout the duration of transportation. **(Photocopy must be attached with the tender).**


- xxi) Photocopy of the Latest Income Tax clearance should be submitted along with tender if applicable.
- xxii) Photocopy of Registration of Tax should be enclosed.
- xxiii) Repairs of the vehicle(s) to be carried out by the contractor immediately during the period of hire
- xxiv) In the event of any accident or damages while the hired vehicle is on Survey of India duty, Survey of India shall be completely free from any liability of any nature connected with the accident/damages. The tenderer himself will be fully and exclusively responsible for any damage to the vehicle(s) or any injury to driver or any other person in his employment 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, the tenderer shall reimburse the same on demand and without any demur, the compensation/damages.
- xxv) In case of major breakdown of any vehicle the replacement of the same must be provided by the contractor within 24 hours of such breakdown, failing which the Director, Meghalaya & Ar. P GDC, Survey of India shall have the right to hire any other vehicle(s) against breakdown of vehicle(s) at the expense of the tenderer will be liable to pay further such sum as will be sufficient to meet the difference of cost between the rate tendered and that at which the hiring is actually made if it is higher.
- xxvi) Earnest money amounting to Rs-20,000/-(Rupees Twenty thousand only) in the shape of **Demand Draft** from a **Nationalized Bank** in favour of "**E. & A. O., Megh. & Ar. P. GDC, Survey of India, Malki, Shillong**" payable at **Shillong** should be submitted to The Director, Meghalaya & Ar. Pradesh, GDC, Survey of India, Malki, Shillong on or before **11/09/2018 (1300 Hrs. The Bank Draft should be from a Nationalized Bank only and should not be 'Account payee'.**
- xxvii) Successful tenderer will have to submit the Security deposit which will be 10% of the Tender value in the shape of an A/c payee Demand Draft/Fixed Deposit Receipt from a Commercial Bank in favour of "**Establishment & Accounts Officer, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong**" payable at Shillong.
- xxviii) If the successful tenderer fails to furnish the Security deposit, the whole earnest money shall be forfeited without any reference to the tenderer.
- xxix) Earnest money of all unsuccessful tenderers will be returned within 30 days of the award of Contract for Hiring of Vehicles.
- xxx) The tenderer should furnish a certificate to the effect that "**All the Terms and Conditions of the tender document have been understood by him and he is ready to abide by the same without any variation**".
- xxxi) The Director, Megh. & Ar. P. GDC, Survey of India reserves the right to reject any or all tenders without assigning any reason.
- xxxiv) Non-pollution certificate from concerned authority is to be submitted alongwith tender and it will be the responsibility of the tenderer for obtaining subsequent pollution certificate during the period of hiring.
- xxxv) Payment will be made to the successful tenderer by the Director, Meghalaya & Ar. P. GDC, Survey of India, on only after successful completion of unloading and stacking of Litho Paper at **Western Printing Group, Near Palam Railway Crossing, Delhi Cantt.-110010**
- xxxvi) All vehicles offered for hire shall be placed at the disposal of the Director, Meghalaya & Ar. P. GDC, survey of India, Malki, Shillong-793001
- xxxviii) The number of vehicles demanded by Survey of India, Shillong should be supplied at once on the specified date, at the Office of the Director, Meghalaya & Arunachal Pradesh GDC, Survey of India, Malki, Shillong, from where they will have to move to The Director, Western Printing Group, Near Palam Railway Crossing, Delhi Cantt.- 110010
- xxxix) An agreement will have to be executed on 100 rupees Non-Judicial Stamp Paper by successful tenderer at his own expenses.

Responsibility of any loss**xl) Responsibility of contractor : It will be the responsibility of contractor to:**

- i) Load the entire load of approx. 45 Tons of Map Litho Paper from Survey of India, Malki, Shillong onto the trucks.
- ii) Safe transportation of entire load till the destination i.e. The Director, Western Printing Group, near Palam Railway Crossing, Delhi Cantt. -110010
- iii) Protect the entire load from any kind of damage including theft and loss and also from any dampness.
- iv) The entire load has to be made **water proof** as it consists of Map Litho Paper which is prone to humidity.
- v) Unload the entire load at Western Printing Group, near Palam Railway Crossing, Delhi Cantt.-110010.
- vi) The unloading will include stacking of packets of Map Litho Paper in 5 or 6 layers of stacks.
- vii) Get DELIVERY CHALLAN signed by Director, Western Printing Group, Near Palam Railway Crossing Delhi Cantt.- 110010

In case of any dispute arising out of non-observance of any Term & Condition, as stipulated in this tender Document, the Surveyor General of India will be Arbitration Authority and his decision will be final and binding on both the parties.

- xli) The following documents or photocopies thereof will have to be invariably submitted by the successful contractor at the time of signing the agreement with the Director, Meghalaya & Arunachal Pradesh GDC, Survey of India.
 - a) Registration Certificates of Vehicles.
 - b) Valid Comprehensive Insurance cover policy in respect of each vehicle.
 - c) Road Permit for plying the vehicles in the Area of other states which are required to be crossed to reach the area of duty.
 - d) Valid Driving License of the drivers of the vehicles.
 - e) Non-pollution certificates for the vehicles from the Govt. Approved Agency.
 - f) Purchase details of the vehicles.
 - g) Valid fitness certificate of the vehicles.


27/08/18

(K. Sohtun)
Officer Surveyor
I/c Store Section
Megh. & Ar.P. GDC
Survey of India, Shillong

for Director
Meghalaya & Arunachal Pradesh GDC
Survey of India, Shillong

TENDER FOR HIRING OF TRUCKS ON CONTRACT BASIS FOR TRANSPORTATION OF MAP LITHO PAPER

For: Hiring of Trucks with driver and labour for loading /unloading and transportation of Map Litho Paper.

Sl. No.	Type Of Vehicles	Vehicles Registration Nos.	Year of Manufacture	Quoted unit rate per ton of load	Labour charges for loading/unloading and stacking of load	GST	Insurance for Goods worth Rs.30 Lakhs	Total Amount

Note: Number of Trucks has to be decided by the Contractor based on loading capacity of Trucks.

It is certified that all the terms and conditions of **Tender No: S-1822 /16-A-1 dated 27th August,2018** have been understood by me/us and I /we am/ are ready to accept the same without any variation.

I/We agree to supply the above vehicle(s) in accordance with the technical specifications for a total contract price of Rs.(amount in figures) (Rupees _____) (amount in words) within the period specified in the Invitation for tender.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Tenderer : _____

Name : _____

Seal :

Date: _____

Name of Contact Person:- _____

Mobile No. :- _____