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KARNATAKA STATE SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.

(A Government of Karnataka Concern)

A.O. Building, Industrial Estate, Rajajinagar, Bengaluru – 560 010.

No:eps-2:EST:MD:CAB SERVICES:2022-23

Dated:31-05-2022

SHORT TERM TENDER NOTIFICATION

(Through GOK e-procurement portal only)

Tenders are invited through e-procurement system (e-procurement portal) as per Karnataka Transparency in Public Procurement Act 2000 from registered travel agencies/ Individuals/ company who have adequate experience in the field of travel services for providing LMV (cab) with A/c on hire basis for uses of KSSIDC officers in the state. The requirement of vehicles is indicated below:

Sl. No	Description of Work	Approx. Amt put to tender in Rs / month / vehicle	No. of Vehicles	EMD in Rs.	Tender processing fee.	Contract Period
1	2	3	4	5	6	7
1.	Providing LMV (CAB) with A/c on monthly hire basis for KSSIDC officers use in the State.	40,000.00	02	30,000.00	As per e portal	One year

Tender documents may be downloaded from Government of Karnataka e-procurement web site <http://eproc.karnataka.gov.in/eportal/index.seam> from **03-06-2022** onwards. (Under commerce and Industries Department)

TIME SCHEDULE:

- | | |
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| a) Tender could be downloaded from | : 03-06-2022 |
| b) Last date of Receipt of completed tenders | : 15-06-2022 up to 4.00 PM |
| c) Opening of Tenders | : 17-06-2022 at 11.30 AM or on subsequent working day. |

I. Terms & Conditions

- The requirement of vehicles indicated above in at column (4) is approximate, KSSIDC reserves the right increase or decrease No of vehicles based on requirement from time to time during currency of contract. The agency shall provide service as per the requirement at the same terms and condition of the contract.
- The intending travel agency shall have valid registration certificate from the competent authority (RTO)
- The intending agency shall be a currently functional for the preceeding 3 years.

- d) The rate quoted shall be inclusive of all incidental charges viz, fuel, spares, tyres, servicing, driver wages, and other statutory taxes in force.
- e) The agency shall provide vehicles in with valid fitness certificate in feel good condition as per the prescribed standards by RTO authority.
- f) The vehicles shall have running vehicle insurance free from all encumbrances.
- g) The preferred vehicle is **ETIOS-TOYOTA/ MARUTHI SWIFT DESIRE**. The vehicle model shall be 2016 onwards with yellow board registration as Taxies..
- h) The agency shall provide uniform with badge indicating driver and company name. The driver shall be young and energetic preferably with in 55 years with good health.
- i) The driver shall be conversant with RTO rules and regulations and follow scrupulously.
- j) The driver shall maintain logbook Trip sheet with distance travelled duly counter signed by officer in charge who used the vehicle.

II. VEHICLE USAGES:

1. First pickup point will be defined as the point where the vehicles report for commencement of duty for the Officer/official and not the garage of the service provider or owner.
2. Last drop of point will be defined as the point where the vehicle last drop of the officer or official in charge, not the garage of the service provider or owner.
3. Travelled distance allowed shall be the distance that the taxi runs during the duty period, each day meter reading noted at first pick up point and last drop point as per Sl. No 1.
4. Service period shall be defined as the period between the time when the driver reports at pick up point and the time when the driver is relieved at last drop of point.
5. No additional time period for reaching the pickup point and period of travel after dropping point shall be counted for service period.
6. Any additional distance travelled over the distance of 2500 Kilometers per month of basic use due to tours will be paid additional Rs.12 / Km, but if the running distance is within the basic use of 2500 Kilometers no additional payment will be allowed.
- 7 A trip sheet shall be maintained with the vehicles for recording of the daily opening and closing time. Opening and closing meter reading etc. and signature from the Officers/officials shall be obtained on a daily basis for the above.

- 8 In case allotted vehicle is under repair, alternate spare vehicle shall be provided and the trip sheet shall be given to the replaced vehicle driver for recording such particulars.
- 9 Vehicles shall be at the disposal of the concerned official/officer at the specified time well in advance, adhering to instructions issued from time to time by the officers/officials to who vehicle allotted.
- 10 Each vehicle shall be provided with separate driver employed by the service provider, the payment of wages/salaries, allowances and statutory payment to the services of the drivers engaged shall be borne by the service provider as per the minimum wages act in force.
- 11 In case the agency fails to fulfill contractual / statutory obligations, KSSIDC reserves the right to deduct such amounts from the bills payable to the agency.
- 12 The driver shall possess a valid Driving License & RTO badge authorizing to drive the taxi. The drivers shall carry the driving License and documents of the vehicles while on duty.
- 13 The drivers shall scrupulously follow instructions issued by the department from time to time. In the event the department noticed any misconduct (i.e., in his behavior, conduct reckless driving etc) noticed, the agency shall replace him with a substitute driver immediately. In the event the agency fails to replace such erroneous drivers within 7 days of notice, the cab services will be discontinued without prior notice there on.
- 14 The agency shall keep cabs in good condition as per the provisions set out in the Motor Vehicle Act 1988 and rules made there under from time to time. The necessary maintenance and repairs shall be carried out by the agency at his cost. The vehicles possess valid fitness certificates issued by the competent authority, and also possess valid emission test certificate.
- 15 The agency/owner shall be solely liable for any claim arising out of accidents; damage or losses caused during operation of the cars and the driver, the department shall not be liable for any claims arising out of such incidents.
- 16 The department shall not be liable for any damages or losses caused to the cars hired and the driver, during the period of agitations, strikes, accidents or any other reason.
- 17 It shall be the sole responsibility of the owner of the cars to meet or discharge any liability arising out of the violation of Traffic Rules and Regulations and Statutory Regulations and all such rules in force.
- 18 It shall be the responsibility of the owner to produce vehicle at their own cost before the court of law, police Authorities whenever required in case of accidents or contingencies or any orders or discretions of the Judicial or Executive Authorities or in any other incident as the case may be.
- 19 The agency shall fully comply with the various relevant provisions of the Labor Laws, like Provident Fund, ESI, or any other laws relevant to the driver.

- 20 On receipt of acceptance order the agency shall execute an agreement on the stamp paper of Rs.200/- (Rupees Two hundred only) The Contract will be valid for one year from the date of issue of work order.
- 21 The EMD of the successful bidder will be converted into security deposit for the tender period or the successful bidder has to submit security deposit in lieu of EMD if required.
- 22 The bidders are required to quote rate for the vehicles in the Prescribed format (Annexure II).

III. REFUND OF EMD

The EMD will be kept in the central pooling account until the tender is awarded to the successful bidder. Based on the instructions of Tender Accepting Authority the EMD of the unsuccessful bidders will be refunded to the respective Bank A/c of the Bidder registered in the e-procurement system.

The Tender Earnest Money Deposit may be forfeited
If a bidder

- a. Withdraws his tender during the period of tender validity.
- b. If successful bidder fails to sign the contract within specified period after the date of tender awarding.
- c. After signing the contract if bidder fails to provide vehicles as per the agreed specifications.

IV. Period of Validity

Tenders shall remain valid for minimum of 90 days from the last date for submission of tenders.

Financial bid

- a. The bidder shall indicate Monthly charges for each type of vehicle.
- b. The Monthly charges includes cost of FOL(fuel, oil & lubricants) Drivers Bata, tool expenses, vehicle maintenance, income Tax, turnover Tax, cost of the ID cards to drivers, any other taxes (**Charges excluding GST**) and any other expenditure.
- c. GST will be paid separately as per the prescribed rate against each payment.
- d. Prices quoted by the bidder shall be fixed during the Tender's performance and not subject to variation on any account.
- e. **If quoted rate exceeds the rate fixed by the Government, rate payable shall be restricted to the rate fixed by the Government of Karnataka.**
- f. Accepted tender rate is applicable for the entire contract period. Fuel escalation rate if any will not be allowed.

V. **Details of the documents to be uploaded**

- a) Registration certificate of the travel agency for registering under pertinent act and competent Government authority.
- b) RC books of vehicles.
- c) Copy of valid comprehensive insurance of the vehicles.
- d) PAN numbers.
- e) GST Registration certificate.

VI. **General Instructions:**

- a) The **Managing Director, KSSIDC LTD., Bangalore** is the tender inviting authority & **Managing Director, KSSIDC Ltd., Bangalore** is the Tender Accepting authority.
- b) All the tenders shall be prepared and submitted in accordance with the instructions provided.
- c) No tenders will be accepted after the time and date fixed.
- d) The bidder shall be deemed to have read all the terms and conditions indicated in this notifications and e-portal.
- e) Tenders not submitted in the prescribed form will be rejected. Tenders, which propose any alterations in the services specified or containing other conditions of any sort, will be rejected.
- f) Tenders shall be submitted through e-portal only; the bidders shall upload all the specified documents in support of general terms and conditions. Annexure I & II shall be submitted in the prescribed format.
- g) The successful bidder shall attend the office on a date to be fixed and intimated to him for executing agreement etc., failure on the part of the successful bidder to execute the contract agreement within 30 days from the receipt of written communication of letter of acceptance to this effect, would entail rejection of tender.
- h) If required, the successful bidder should agree to provide additional vehicles at the same rate to the department.
- i) Applicable taxes, as per the rules in force will be deducted from the bills payable to the agency.
- j) **Final acceptance of the tender rests with THE MANAGING DIRECTOR, KSSIDC LTD., Bangalore who reserves the right to accept or reject any tender without assigning any reason thereof.**

VII. **How to participate in the bidding through e-procurement portal**

- a) Applications may be downloaded from Government of Karnataka e-Procurement Website **<https://www.eproc.karnataka.gov.in>** under login for suppliers. Aspiring parties who have not registered in e-procurement should register before participating through the website **<https://www.eproc.karnataka.gov.in>**.

- b) The details of the process of registration and obtaining the digital signature certificates are available on the website: <https://www.eproc.karnataka.gov.in>. Necessary hands on training could be obtained from the center for e- Governance and could also be obtained over telephone at 91-080- 2550122 / 25501216 or mail to helpdesk, pd-eporc@karnataka.gov.in hphelpdesk.blr@intarvo.com
- c) Participants can access the application on the website, fill them with all relevant information, and submit the completed application and supporting documents online on the web site <https://www.eproc.karnataka.gov.in> (Hard copies are not accepted)
- d) The payment shall be made in any of the following modes
- e) PDF version or scanned copies of the required documents need to be uploaded on the website

On line payments:

- i. Credit Card – Visa or Master Card (any Bank)
- ii. Debit Card – Visa, Master or Maestro Card (any bank)
- iii. Net banking - Selected Banks only

Off line Payments:

- iv. NEFT/RTGS – (Any nationalized bank)
- v. Remittance at the bank counter using challian (ICICI bank only)

Note: Above said points are considered for all types of payments,

Tender processing fee,
EMD (Earnest Money Deposit)
Contract management,
Catalogue management.

Sd/-
MANAGING DIRECTOR

Copy to:

1. General Manager (IE's) KSSIDC, Bangalore –10 for information
2. PS to MD, KSSIDC, IE. R'nagar, B'lore - 10 for infmn.
3. Superintending Engineer, KSSIDC, Bangalore –10 for information
4. Dy. General Manager (F), KSSIDC, Bangalore –10 for information.
5. DGM (IA)/ (E & WA)/ GM (IE's), KSSIDC, Ind. Estate., Bangalore for information.
6. Ex. Engineer, Ind. Estate Mysore, Bangalore KSSIDC Ltd., for information.
7. Dy. Secretary & State Tender bulletin officer, C & I Department, GOK, 1st Floor, Vikasa Soudha Benglauru-01.
8. Notice Board / concerned files.

Preview of Tender and Time Schedule

Bid reference	No.PRO/Vehicle/Hiring/e-tender /2022-23
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Uploading of EOI on e-portal <i>(Submission is only through e-portal, hard copies are not accepted)</i>	Last Date : 15-06-2022 up to 4.00 P.M Tender opening Date : 17-06-2022 at 11.30 A.M
Tender Processing fee	As per e-portal (Non-refundable processing fee)
EMD Through e-portal only	Rs.30,000/-
Last date for uploading expression of interest in the prescribed format on e-procurement portal	15-06-2022 up to 4.00 P.M
Time and date of opening Tenders	17-06-2022 at 11.30 A.M
Place of opening the tenders	O/o SUPERINTENDING ENGINEER, KSSIDC LTD., INDUSTRIAL ESTATE, RAJAJINAGAR, BANGALORE 560010.
Address for any clarification	SUPERINTENDING ENGINEER, KSSIDC LTD., INDUSTRIAL ESTATE, RAJAJINAGAR, BANGALORE 560010. Or Asst General Manager (PRO), KSSIDC KSSIDC LTD., INDUSTRIAL ESTATE, RAJAJINAGAR, BANGALORE 560010. Phone No. : <u>080-23407011-24</u> Mobile No. : <u>8884415844</u> E-mail: <u>kssidcpro@gmail.com</u>

Annexure- I

1. Details of Travel Agency

SI No	Particulars	Details furnished
1	Name and address of the travel agency	
2	Name of the Proprietor	
3	Local office Address for correspondence	
4	Establishment details of travel agency	
5	Details of Contact person a. Name of Contact person b. Phone and fax Number (Office) c. Cell Number d. E-mail ID	
6	Category of Vehicles a. Number of vehicles owned b. Number of vehicles taken on lease.
7	PAN No.	
8	GST No.	
9	Details of Income tax returns of the agency for last 3 years	
10	Details of Past Service Provided for Govt. Department/ PSU's/ MNC's	
11	Details of Existing service contracts if any	
12	Any other information relevant to the contract	

We hereby certify that the information furnished above is True and correct to the best of our knowledge.

Contractor/ Agency

for KSSIDC

Annexure-II

KARNATAKA STATE SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED

(A Government of Karnataka Undertaking)

Administrative & corporate Office Building, Indl. Estate, Rajajinagar, Bengaluru-
560010

SCHEDULE-B (Price bid)

Name of the Travel Agency:

Sl. No.	Description of vehicles	Rate quoted in Rupees	
		In fig.	In words
1	Providing LMV-Type vehicle service on monthly hire basis for ETIOS-TOYOTA/MARUTHI SWIFT DESIRE (Diesel vehicle with A/c) <i>Rate per month in Rs. Per vehicle (2500 kms or 300Hrs Minimum)</i>		
2	<i>Rate in Rs. / Km Per vehicle (beyond 2500 kms).</i>		
3	<i>Rate in Rs. /Hour Per vehicle (beyond 300 hours)</i>		

Note:

1. The agency shall quote the rate in the above Price bid per vehicle per month.
2. Lowest Hire charges quoted for Sl. No 1. of SCHEDULE-B Will be considered for evaluation of Price Bid.
3. Applicable GST will be paid separately.
4. Applicable toll charges will be borne by Department.
5. Tentatively required No. of Vehicles is around 2 No's for every month. 1 No for Bangalore Head office and 1 No for Tumkur Division office.

We agree to provide the above vehicles hire services at the rates quoted above during the contract period indicated in the Invitation for Tenders.

We agree to the terms and conditions of the Tender Notification and assure good services.

Date:

Place:

Signature and Seal of Bidder

The end