



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
OFFICE OF THE PRINCIPAL CONTROLLER OF ACCOUNTS (FYS)
AN-Central SECTION
10-A, S.K. BOSE ROAD, KOLKATA: 700001

E-mail ID: cda-cal@nic.in
Website: www.pcafys.nic.in

Phone No: (033) 2248-5077 to 5080 Extn-332.
FAX No. : (033) 2248-0991

BID DOCUMENT
TENDER DOCUMENT
FOR
Hiring of Vehicles

For use in O/o the PCA (Fys)
10 A, S K Road, Kolkata-700001

Tender No. RTC/AN/EST/13/AN-C

Dated: 10/10/18

Total No. of Pages: 31 (Thirty One Pages).

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NO. RTC/AN/EST/13/AN-C

Dated: 10/10/2018

Notice Inviting Tender (NIT)

Limited Sealed Tender is invited on behalf of the President of India under single bid system from bonafide Contractors/Owners of Vehicle/Registered Car Renting Agencies for providing the following vehicles on Contract/Monthly Basis.

ETIOS (A C)/Equivalent Vehicle on Monthly Basis for office use.

1. The rate for hiring of vehicles for 2000 kms/200 Hrs.
2. Extra charges per km beyond 2000 kms.
3. Extra charge per hour beyond 200 hours.

The vehicle should be provided with white Towel Back & Seat (to be changed twice in a week), Mineral water, News paper, Car-perfume, Napkin etc.)

Tender Document is available in the website of Principal Controller of Accounts (Fys), 10A S K Bose Road, Kolkata- 700001. Bid duly filled must be submitted so as to reach this office by **13:00 Hrs on 01/11/18** positively. The bids shall be opened at **15:00 Hrs on 02/11/18** at the place as specified in bid documents.

The PCA (Fys) Kolkata reserves the right to accept only the responsive bids. PCA (Fys) Kolkata also reserves the right to reject any of the bid, without assigning any reason. Any attempt for negotiations direct or indirect, on the part of a bidder, will render the bid liable for exclusion from consideration.

The schedule of Tender is as follows.

Sl No.	Activity Description	Time Schedule
1.	Tender No.	RTC/AN/EST/13/AN-C Dated. 13/09/2018
2.	Name and address of office	Principal Controller of Accounts (Fys), 10A, S.K. Bose Road, Kolkata - 700001
3.	Tender Documents	Available in the website (www.pcafys.nic.in of PC of A (Fys), Kolkata.
4.	Last Date & Time of Receipt of Tender Documents	13.00 Hrs on 01/11/2018

5.	Amount of EMD to be deposited	Rs.16,800/- (2% of the estimated value) Validity of 45 days beyond the bid validity period in way of Banker Cheque, Bank Guarantee, Fixed Deposit
6.	Time & Date of opening of Bid	15.00 Hrs on 02/11/18
7.	Place of opening of Bid	Office of the Principal Controller of Accounts (Fys), 10A, S K Bose Road, Kolkata-700001
8.	Validity of Tender	180 Days from the date of opening.



Sr. Accounts Officer
AN Central

SECTION I

INSTRUCTIONS TO BIDDERS

1.0 DEFINITIONS

1.1 The definitions of terms used in this document are as under:

- a. The *Purchaser* means the PCA (Fys) Kolkata on behalf of the President of India.
- b. The *Bidder/Tenderer* means the individual, firm or company, who participates in this tender and submits his/her/its bid.
- c. The *Supplier / Vendor / Contractor* means the individual, firm or company supplying/providing the services under the contract.
- d. The *Services* means all the jobs that the contractor is required to perform under the contract.
- e. The *Letter of Intent* means the intention of the purchaser to finalise the Agreement with the bidder.
- f. The *Agreement* means the contract signed by the purchaser and contractor, including all attachments and appendices thereto and all documents incorporated by reference therein. The Agreement, appearing in these documents, shall be deemed as the contract.
- g. The *Contractor* means the individual, firm or company, whether incorporated or not, undertaking the contract and shall include the legal personnel representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
- h. The *Contract Price* means the price payable to the contractor under the agreement for the full and proper performance of his contractual obligations.

2.0 ELIGIBILITY AND QUALIFICATIONS

2.1 This invitation of bid for Reputed Companies/Firms/Agencies having annual turnover of ` 5.0 Lakhs or more in preceding two financial year. Bidder having experience of providing vehicles on hired basis in Govt. offices/PSUs/Banks and other similar organization costing Rs. 5.0 Lakhs or more in a single contract / work order during last 2 years from the date of NIT.

b. Bidders having at least one independent commercial vehicle (registered in bidder's name or company name) of the type required for work type A as indicated in the NIT for which bidder intends to quote the rates.

2.2 Near relatives of personnel working in Defence Accounts Department (DAD) are not eligible to bid. The Bidder or its authorized signatory should certify that none of the near relatives of proprietor, or any partner, or any director of the company, excluding any nominee appointed by the Government,

Financial institution or independent non-official part-time directors are working in any of the offices of DAD. Any breach of this condition at any stage by the bidder shall result in rejection of his/her bid, forfeiture of EMD, cancellation of the contract at the risk and cost of the contractor, and forfeiture of performance security as the case may be. Near relatives for this purpose are:

- a. Members of a Hindu Undivided Family.
- b. Husband or wife.
- c. Father, mother, son(s) and son's wife (daughters-in-law), daughter(s) and daughter's husband (sons-in-law), brother(s) and brother's wife, sister(s) and sister's husband(brother-in-law).

3.0 BIDDING PROCESS

3.1 COST OF BIDDING

3.1.1 The bidder shall bear all costs associated with the preparation and submission of the bid.

3.1.2 The purchaser in no case shall be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

3.2 CLARIFICATIONS/AMENDMENT TO TENDER DOCUMENT

3.2.1 A prospective bidder requiring any clarification on the tender document shall notify purchaser in writing, by hand/post or fax (to be followed by original copy), not less than 10 days prior to the date of opening of the bids.

3.2.2 Purchaser shall respond in writing to such requests, which are received in due time, generally by 7 days prior to the date of opening of the bids.

3.2.3 At any time, prior to the date of submission of bids, Purchaser may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the tender document by amendments.

3.2.4 The amendments/clarifications, if any, notified in writing to all prospective bidders, shall be binding on all bidders.

3.2.5 The clarifications/amendments, if any required, may be issued by Purchaser till the date of submission of tender.

4.0 ACCEPTANCE/REJECTION OF BID DOCUMENT

4.1 The bidder is expected to examine all instructions, forms, terms & conditions, annexure and specifications in the Tender Document, before submitting it. Failure to sign and stamp all pages, to furnish all information required as per tender document or submission of bids not substantially responsive to the tender document in every respect, failure to wax/tape seal all the covers/envelops, will be at the bidder's risk and may result in rejection of the bid.

4.2 The wax/tape **sealed** tenders/bids should be submitted in the manner described asunder.

4.3 The **first sealed envelope** duly super-scribed "**Techno-commercial Bid**", should contain:

- a. Banker's cheque/pay order/Bank Guarantee for the prescribed amount of Earnest Money Deposit,

- b. Authorization letter for signing the bid document in the form of Board Resolution/Power of Attorney duly attested by the Company Secretary. In Case of Partnership/Proprietary Firm authorization letter should be signed by all partners/proprietor.
- c. Copy of Registration Certificate of at least one commercial vehicle of the type required as per clause 2.1 b section I, in bidder's name for the work as mentioned in NIT.
- d. Proof for annual turnover of Rs. 5.0 Lakhs or more in preceding financial year in the form of copies of ITR/audited balance sheet and P&L A/c etc. duly countersigned by the Company Secretary/any Partner/Proprietor of the bidder firm, as the case may be.
- e. Particulars of satisfactory past performance in the form of Experience Certificate(s) of providing vehicles on hired basis in Govt. offices/PSUs/Banks and other similar organization costing 5.0(five) lakhs or more in a single contract/work order during last 2 years from the date of NIT. The experience certificate(s) should specify satisfactory work completion, value of the work carried out and period of work order from the clients.
- f. List of Partners/Directors along with Partnership Deed or Article/Memorandum of Association, as the case may be.
- g. Copy of PAN card of the organization/individual/firm/company.
- h. Copy of GST Registration Certificate
- i. No near relative Certificate/Declaration
- j. Duly accepted and signed/stamped tender document (except Price Schedule) along with attached documents.
- k. Self-certification about non-black listing (clause 17.0, annexure B) and good character of drivers (clause 9.23, annexure D).

4.4 The **envelope** should super-scribed only "**Tender No. RTC/AN/EST/13/AN-C Dated 10/10/18 for Hiring of Vehicle by PCA (Fys) Kolkata**" and should be wax/tape sealed and should be deposited in the Tender Box, kept at the *Reception*, or be sent, by any means, on above address so as to reach this office on or before **13:00 Hrs of 01/11/2018**

4.5 No unsealed tender shall be entertained under any circumstance.

4.6 No tender received after **13:00 Hrs on 01/11/18**, *i.e. tender submission date & time*, shall be accepted under any circumstance.

4.7 Tender document, as received or as downloaded, must be submitted without making any additions, alternations. No condition or deviation from the conditions of the tender will be accepted. Any bid with such conditions is liable to be rejected.

4.8 Any bid without EMD and in variance with the aforesaid instructions will be rejected summarily.

4.9 No page should be removed/ detached from this tender document.

4.10 All the additional pages shall be numbered consecutively after the Bid document printed page numbers and all pages shall be signed and stamped by the bidder or person(s) duly authorized to sign the bid by the bidder.

4.0 OPENING OF TENDER

5.1 The tender will be opened on 15:00 Hrs on 02/11/18 in the office of the PCA (Fys) Kolkata, 10-A, S K Bose Road, Kolkata-700001, by a Tender Opening Committee. Only one representative of each valid bidder will be allowed to attend the opening of tender.

5.2 In case the date fixed for the opening of the bids is declared as holiday by the Government of India, then bids will be opened on the next working day with time and venue remaining unchanged unless revised schedule is notified in this regard.

6.0 VALIDITY OF BIDS

6.1 **The prices quoted in the bid shall remain valid for acceptance for 180 days from the date of opening.**

7.0 EARNEST MONEY DEPOSIT (EMD)

7.1 FURNISHING OF EMD

Earnest Money Deposit (refundable) may be furnished with the bid by way of **banker's cheque, fixed deposit, bank guarantee, pay order, drawn in favour of CFA (Fys) Kolkata, payable at Kolkata**. Any other money lying with the purchaser cannot be adjusted against this head. Failure to furnish Earnest Money Deposit shall result in rejection of the bid summarily.

7.2 FORFEITURE OF EMD

The EMD shall stand forfeited if:

- a. The bidder withdraws his/her offer before expiry of validity period of bid i.e. 180 days from date of opening of bid.
- b. The successful bidder, whose tender is accepted, fails or refuses to furnish the security deposit amount within a fortnight from the date of acceptance of his offer, or fails or refuses to execute the contract.
- c. It is established that near-relatives of bidder is working in the offices of DAD, as detailed above (clause 2.2 of section - I).

7.3 REFUND OF EMD

7.3.1 No interest would be payable, for any period, on EMD or on any other money.

7.3.2 The amount of EMD will be refunded only after finalisation of tenders and/or on receipt of written request from the unsuccessful bidders.

7.3.3 The EMD of the successful bidder may be adjusted against security deposit. It will otherwise be refunded only after the receipt of the prescribed Security Deposit.

8.0 PRICES

8.1 The prices should be quoted in **figures as well as in words** (in Indian Rupees) in the annexed Price Schedules as given in Annexure F only. Any other price/discount/levy indicated anywhere else shall not be considered.

8.2 The quoted price should be inclusive of all taxes and levies. No increase in rates during the currency of contract will be permitted on account of any reason. GST shall be paid extra as per applicable rates, *if applicable*.

8.3 Any correction/overwriting should be attested by the person signing the documents, failing which the tender will be rejected without any notice. Use of correcting fluid in the price schedule is strictly prohibited.

9.0 EVALUATION OF BIDS

9.1 The bids will be evaluated to determine whether they are complete, whether any computational errors have been made, whether documents have been properly submitted and whether bids are generally in order.

9.2 A bid shall be considered substantially responsive if it conforms to all the terms and conditions of the tender document without any material deviation.

9.3 To assist in the examination, evaluation, and comparison of bids, the Purchaser may, at its discretion, ask the bidder for the clarification of his/her bid. The request for clarification and the response shall be in writing. However, no post-bid clarification at the initiative of the bidder shall be entertained.

9.4 The purchaser or his/her bona fide representatives shall have the right to inspect the works, offices, showrooms, service centres of the bidder, for verification of facts furnished by the bidder in support of his/her bid documents, and the bidder is bound to answer any query made by the purchaser.

9.5 The purchaser may waive any minor infirmity or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.

9.7 Prices quoted in the Price Schedules as per Annexure F only will be considered for evaluation.

9.8 The lowest bidder for different types of works shall be arrived as per following:

9.8.1 Lowest bidder i.e. L-1 shall be decided on the basis of the lowest value arrived at by using the formula: **$[P+(200 \times Q)+(1 \times 22 \times R)]$** for a vehicle (P, Q, R defined in Annexure – F) as quoted in Price Schedule among substantially responsive bids (assuming 200 Kms. Extra run/month, one hour extra on working day).

9.8.2. In case of discrepancies in the prices, following procedure shall be adopted:

a. If there is a discrepancy between words and figures in the amount of the unit price, the amount in words shall prevail.

b. If the bidder does not accept the correction of the errors, his/her bid shall be rejected.

10.0 CANVASSING

10.1 Canvassing in connection with any matter of tender, prior to or after opening of tender, is strictly prohibited. The tender of any bidder indulging in such practice shall be rejected.

11.0 PURCHASER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALLBIDS:

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Purchaser's action.

12.0 SIGNING OF CONTRACT

12.1 Bidder shall submit Performance Security in conformity with the proforma enclosed and sign the agreement.

SECTION II

PROFILE OF THE BIDDER

1. Full Name of Bidder _____
2. Registered Address _____
3. Address of Office _____
4. Details of Contact/Authorized Person
 Name & Designation _____
 Address _____
 Tel No. (Landline) _____ Mobile _____
 Email ID _____ FAX: _____
5. Type of Firm: Private Ltd./Public Ltd./Cooperative/NGO/PSU/Proprietary/Partnership etc.
 _____ (Please mention and enclose copy of *Memorandum/Articles*
of Association/Certificate of Incorporation).
6. Name(s) of Directors/ partners/ proprietor _____
7. PAN/GIR No. (Please enclose photocopy): _____
8. GST Registration No. (Please enclose photocopy) : _____
9. Proof of Annual Turnover of Rs. 5.0 Lakhs or more:
 (Please enclose copies of ITR/audited balance sheet and P&L A/c etc. as per clause 4.3 (e) section I)
10. Experience Certificate(s) as per clause 4.3 (e) section I (Please enclose copies of documentary
 evidence i.e. experience certificate(s) specifying satisfactory work completion, value of the work
 carried out and period of work order from the clients.)
11. Earnest money details: DD/Banker's cheque/Pay order No. _____ dated _____ for
 Rs. drawn on _____.
12. Bank Account details :
 - a. Name and address of Bank:
 - b. Account no. :
 - c. MICR no. :
 - d. IFSC code of Branch:
13. Any other relevant information:

(Signatures of authorized signatory)

Name _____

Designation _____

Seal:

SECTION III

BID FORM

To

The PCA (Fys)
AN-Central Section
10A, S K Bose Road,
Kolkata-01

Dear Sir,

1. Having examined the terms & conditions of the tender including all the annexure, the receipt of which is hereby duly acknowledged, I/we undersigned, offer to provide vehicles on hiring basis to **PCA (Fys) Kolkata** in conformity with the said terms & conditions of tender, for the sum or such other sums as may be ascertained in accordance with the schedule of prices attached and made part of this bid.
2. We undertake, if our bid is accepted, to commence services and to deliver all items specified in the contract, as per the delivery schedule.
3. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement. All the tender documents, duly signed, are enclosed herewith.
4. We agree to abide by this bid till its validity period as specified in clause 6 Section - I. It shall remain binding upon us and may be accepted at any time on or before expiry of validity period.
5. Until a formal agreement or contract is prepared and executed, this bid together with your written acceptance thereof, in your notification of award, shall constitute a binding contract between us.
6. If our bid is accepted we shall furnish a bank guarantee of a scheduled bank or fixed deposit/pay order for a sum amounting to 10% of the contract value for the due performance of the contract.
7. We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated this ___ day of _____ 2018.

Signature _____

In capacity of _____

Duly authorised to sign the bid for and on behalf of _____

Witness _____

Signature _____

Address _____

SECTION IV**NO NEAR-RELATIVE DECLARATION/CERTIFICATE**

(To be submitted by either authorized signatory or proprietor, or each partner/director in case of partnership firms/companies)

I _____ son/daughter/wife of Shri _____
 Proprietor/Partner/Director/Authorised signatory/ Representative of
 M/s. _____ (Name and address of the bidder) is competent to sign this declaration
 and execute the tender document regarding "Hiring of Vehicles at **PCA (Fys) Kolkata**";

I _____ resident of _____ hereby certify that none of
 relatives of mine/proprietor/partners/directors is/are employed in any offices of Defence
 Accounts Department as defined in tender document. In case at any stage it is found that the
 information given by me is false/incorrect the purchaser shall have the absolute right to take any
 action as deemed fit without any prior information to me.

I have carefully read and understood all the terms and conditions of the tender document and
 undertake to abide by the same;

I also undertake that our firm shall observe all legal formalities and/or obligations under the
 contract well within time. In case of failure to observe any of the legal formalities and/or
 obligations, I shall be personally liable under the appropriate law.

The Information/documents furnished, along with the tender document are true and authentic to
 the best of my knowledge and belief. I am well aware of the fact that furnishing of any false
 information/fabricated documents would lead to rejection of my tender at any stage besides
 liabilities towards prosecution under appropriate law.

Date:

Place:

(Signature of Proprietor/Partners/Director/Authorized Signatory)

Full Name:

Address:

Seal:

SECTION V

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING (On the letter-head of the bidder)

Shri/Km./Smt. _____ son/ daughter/ wife of
Shri _____ Proprietor/Partner/Director/Authorised-signatory/Representative
of M/s. _____

(Name and address of the bidder) whose specimen signatures are given below is hereby authorized to attend the Bid Opening of tenders of Hiring of Vehicles. He/ She is also competent to accept and sign any document in connection with bid opening on our behalf. We undertake to abide by any acceptance given by him under his signature.

(.....)

(Specimen Signatures of Authorised Representative)

Name

Address

Designation

(Signature of Authorising Person)

Full Name:

Address:

Seal:

Date:

Place:

SECTION VI

Checklist for Submission of Bid

Sl No.	Document (As per clause-4 of Section I)	Attached/ Not Attached	Page No.	Remarks
1.	Banker's cheque/Pay Order/Bank Guarantee/Fixed Deposit for the prescribed amount of Earnest Money Deposit are attached.			
2.	Authorization letter for signing the bid document as per clause 4.3 (b) section I.			
3.	Copy of Registration Certificate of at least one commercial vehicle of the type required as per clause 2.1 b section I, in bidder's name in respective work for which rates have been quoted by the bidder.			
4.	Particulars of satisfactory past performance in the form of experience certificate(s) of providing vehicles on hired basis in Govt. offices/PSU/Banks and other similar organization costing Rs. 5.0 Lakhs or more in a single contract / work order during last 2 years from the date of NIT as per clause 4.3 (e) section I.			
5.	List of Partners/Directors along with Partnership Deed or Article/Memorandum of Association, as the case may be as per clause 4.3(f).			
6.	Copy of PAN card/ GIR card of the organization			
7.	Copy of GST Registration Certificate.			
8.	No near relative Certificate/Declaration.			
9.	Self-certification about non-blacklisting (clause 17.1, annexure B) and good character of drivers			
10.	Duly accepted and signed and sealed tender document along with all sections, annexure and attached documents, if any, in the envelope, properly sealed and labelled.			

ANNEXURE-A

AGREEMENT FORM

(On Non-Judicial stamp paper of Rs. 100/-)

AGREEMENT for providing vehicles on hired basis at **Principal Controller of Accounts (Factories) 10A, S K Bose Road, Kolkata-01** signed on date) between M/s....., hereinafter called the Contractor (which term shall, unless excluded by or repugnant to the subject or context, include its successors and permitted assigns) of the one part, and the, hereinafter called the Purchaser (which term shall unless excluded by or repugnant to the subject or context include its successes and assigns) of the other part.

WHEREAS

A. The Purchaser is desirous that the work of providing vehicles on hired basis at **Principal Controller of Accounts (Factories) 10A, S K Bose Road, Kolkata-01**, should be executed as mentioned, enumerated or referred to in the tender document No. **RTC/AN/EST/13/AN-C Dated. 13/09/2018** including all its sections and annexures.

B. The tender document No. **RTC/AN/EST/13/AN-C dated. 13/09/2018**, including all its sections and annexure, form part of this contract though separately set out herein and is included in the expression contract wherever herein used.

AND WHEREAS

The Purchaser has accepted the bid of the Contractor for the contracted work, conveyed vide Letter of Intent No..... dated..... at the rates stated in the schedule of prices upon the terms and conditions of the contract.

NOW THIS AGREEMENT WITNESS & IT IS HEREBY AGREED AND DECLARED AS FOLLOWS:

1. In consideration of the payment to be made to the Contractor for the work to be executed by him/her, the Contractor shall and will duly provide, execute, and complete the said work and shall do and perform all other acts and things in the contract mentioned or described or which are to be implied and there-from or may be reasonably necessary for the completion of the said works and at the said times and in the manner and subject to the terms and conditions of the contract.

2. In consideration of the due provisions, execution and completion of the said work, the Purchaser does hereby agree to pay to Contractor the respective amounts for the work actually done by him and approved by the Purchaser at the Schedule of Prices and such other sum payable to the Contractor under provision of the contract, such payment to be made at such time in such manner as prescribed for in the contract.

3. This contract is subject to jurisdiction of courts at Kolkata only. It is specially and distinctly understood and agreed between the Purchaser and the Contractor that the Contractor shall have no right, title, or interest in the space made available by the Purchaser for execution of the works or in the goods brought on the said space (unless the same specially belongs to the Contractor) and the Contractor shall not have or deemed to have any lien on whatsoever charge for unpaid bills and the Contractor will not be entitled to assume or retain possession or control of the space, and the Purchaser shall have an absolute and unfettered right to take full possession of space and to remove the Contractor, their servants, agents and materials belonging to the Contractor and lying on the space.

In Witness whereof the parties hereto have here-into set their respective hands and seals in the day and the year written above.

Signed and delivered by

Signed and delivered by

(For and on behalf of Purchaser)

(For and on behalf of the Contractor)

In presence of

In presence of

1. _____

1. _____

2. _____

2. _____

ANNEXURE B

GENERAL CONDITIONS OF THE CONTRACT

1.2 APPLICATION

1.2.1 These general conditions shall apply in the contract made by purchaser for the defined work.

1.2.2 These general conditions mentioned herein are applicable to all types of vehicles hired by PCA (Fys) Kolkata until and unless explicitly stated otherwise.

1.3 AWARD OF CONTRACT

1.3.1 The purchaser shall issue Letter of Intent to the bidder whose offer has been accepted. The bidder shall, within a fortnight of issue of the order, furnish performance security in conformity with the terms & conditions, in the form of a fixed deposit or bank guarantee as per the proforma enclosed, from any scheduled bank in India.

1.3.2 Failure to furnish performance security within the stipulated time shall be construed a breach of contract which may result in cancellation of the contract at the risk and cost of the bidder, along with forfeiture of the EMD.

1.3.3 A formal Work Order shall be released only after receipt of the requisite performance security and signing the agreement.

2.0 STANDARDS

2.1 The services provided under this contract shall conform to the details prescribed in the Specifications and Requirements Schedule.

3.0 INDEMNITY

3.1 The contractor shall indemnify the purchaser against all third party claims under various Acts, arising from provision of services.

4.0 PERFORMANCE SECURITY (Security Deposit)

4.1 **The contractor shall furnish performance security (Security Deposit) to the purchaser for an amount equal to 10% of the contract value within a fortnight of issue of formal letter of acceptance of his/her offer or LOI by the purchaser.**

4.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the contractor's failure to complete its obligations under the contract.

4.3 The performance security shall be submitted as a Fixed Deposit, Pay order, Bankers cheque, Bank Guarantee in **favour of CFA (Fys) Kolkata**, payable at Kolkata or a bank guarantee issued by a scheduled bank in the proforma provided in the tender document.

4.4 The purchaser will discharge the performance security bond, deducting the pending dues, liquidated damages, if any, after completion of the contractor's performance obligations under the contract.

4.5 No interest shall be paid on the security deposit amount.

5.0 PRICES

5.1 The accepted prices shall remain valid and operative during currency of the contract.

5.2 Prices charged by the contractor for the services performed under the contract shall not be higher than the prices quoted by the contractor in his/her bid.

6.0 DELIVERY

6.1 The performance of work shall be as per the Specifications and the Special Conditions of the Contract.

6.2 The service shall be provided by the Contractor in accordance with the time schedule specified by the purchaser in the work orders.

6.3 Delay by Contractor in the performance shall render the Contractor liable to face any or all of the following sanctions i.e. forfeiture of its performance security, imposition of liquidated damages and/or termination of the contract for default.

7.0 LIQUIDATED DAMAGES (LD)

7.1 For vehicles hired on need basis or monthly basis, if the vehicle does not report at the reporting address within one hour of the prescribed reporting time, a liquidated damage of Rs1000/- shall be imposed on each such occasion. Further, in such cases, depending upon circumstances, **PCA (Fys) Kolkata**, shall be at liberty to communicate to the contractor through telephone or SMS or e-mail or FAX whether vehicle is now required or not. If the vehicle is not required or it is returned back due to reporting after one hour period/due to any other reason or it does not report at all then contractor shall not have any claim for payment in such cases. Further, in such cases, for vehicle hired on monthly basis, a deduction equal to pro-rata amount for that day shall also be made from the monthly bills apart from imposition of liquidated damages of Rs1000/-. If vehicle hired on monthly basis is returned back after inspection as per clause 5.0 of Annexure D then also a deduction equal to pro-rata amount for that day shall be made from the monthly bills apart from imposition of liquidated damages of Rs1000/-.

7.2 In case of breakdown of a vehicle during journey or after reporting for the duty, a liquidated damage of Rs1000/- shall be imposed for each such occasion. In such cases, the vehicle is to be replaced by a suitable vehicle or faulty vehicle is to be repaired within one hour of breakdown failing which an additional liquidated damage of Rs1000/- shall also be imposed. A liquidated damage of Rs1000/- per occasion shall be imposed for non-functioning of AC in the vehicle during the journey if complained by the user on the duty slip.

7.3 In the cases of breakdown of vehicles, if the suitable vehicle as replacement or repaired vehicle as in clause-7.2 is not provided even after one hour from the breakdown then PCA (Fys) Kolkata shall have the liberty to wait for another one hour period during which suitable vehicle will be provided by the contractor or abandon the vehicle/journey at once depending upon situation and circumstances. In case vehicle is provided within extended one hour period and utilised then also the liquidated damages as per clauses shall be imposed.

7.4 If the vehicle/journey is abandoned or no vehicle is provided within two hours of breakdown then apart from imposition of liquidated damages as per clause 7.2, (i) no payment will be made for vehicles hired on need basis for such incomplete journey cases and (ii) a deduction equal to pro-rata amount for that day shall also be made in case of vehicle hired on monthly basis from the monthly bills, however Kilo meter run from reporting place upto the breakdown place shall be counted in the total Kilo meter run by the vehicle for that month.

7.5 For vehicle hired on monthly basis, the pro-rata amount per day will be obtained by dividing approved/contracted monthly charges for 2000 Kms. by number of working days in that particular month.

7.5 For situations as described in clauses 7.1, 7.2 and 7.3 above, PCA (Fys) Kolkata shall have full liberty to hire vehicles from open market and any excess cost in this regard shall be recovered from the contractor as explained in clause 7.6 below.

7.6 In case of vehicles hired on need basis, the excess cost will be the difference between actual cost of hiring a vehicle from the open market and the cost to be incurred if vehicle was provided by the contractor as per approved rates. In case of vehicle hired on monthly basis, the excess cost, if any, will be the difference between cost of hiring a vehicle from the open market for that day and the pro-rata amount of that day.

7.7 The contractor shall ensure that the vehicle's meter functions correctly. In case the meter goes faulty, the faulty meter should be repaired immediately or the vehicle should be replaced till the meter is rectified.

7.8 In case the meter is found tampered with, a LD of Rs2000/- shall be levied, and shall render the Contractor liable to any or all of these sanctions which can be forfeiture of its performance security, imposition of liquidated damages and/or termination of the contract.

7.9 PCA (Fys) Kolkata reserves the right to get the meter calibrated or checked at any time at its sole discretion. In the event of any error/ fault in the meter being noticed, the bill for the journey undertaken (including those undertaken earlier) would be adjusted, besides any other penal action as decided by PCA (Fys) Kolkata. Repeated defaults shall result in breach of contract culminating in termination of contract and forfeiture of the security deposit.

8.0 FORCE MAJEURE

8.1 If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any war, or hostility, acts of the public enmity, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or acts of God (hereinafter referred to as *events*), provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall, by reason of such event, be entitled to terminate this contract nor shall either party shall have any such claims for damages against the other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist, and the decision of the purchaser as to whether the deliveries have been so resumed or not, shall be final and conclusive, provided further that if the performance, in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at his option terminate the contract.

9.0 TERMINATION FOR DEFAULT

9.1 The purchaser may without prejudice to any other remedy for breach of contract, by written notice of default sent to the Contractor, terminate this contract in whole or in part, if the Contractor:

- a. Fails to deliver any or all the services within the time period(s) specified in the contract or any extension thereof granted by the purchaser.
- b. Repeats non-execution of desired service more than three times in a month.
- c. Fails to perform any other obligation(s) under the contract.
- d. In any of the above circumstance(s), does not remedy his failure within a period of 30days (or such longer period as the purchaser may authorise, in writing) after receipt of the default notice from the purchaser.

9.2 If the services of the contractor is not found satisfactory, any complain is received from the user or services of the contractor are not required any more due to changed circumstances, the PCA(Fys) has the right to terminate the contract with one month notice without assigning any reason.

10.0 TERMINATION FOR INSOLVENCY

10.1 The purchaser may at any time terminate the contract by giving written notice to the Contractor, without compensation to the contractor, if the contractor becomes bankrupt or otherwise insolvent, as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

11.0 ARBITRATION

11.1 In the event of any question, dispute or difference arising under this agreement or in connection therewith, except as to matter the decision of which is specifically provided under this agreement, the same shall be referred to sole arbitration of the PCA (Fys) Kolkata, or in case his designation has been changed or his office is abolished then in such case to the sole arbitration of the officer for the time being entrusted whether in addition to the functions of the PCA (Fys) Kolkata, or by whatever designation such officer(s) may be called (hereinafter referred to as the *said officer*) and if the PCA (Fys) Kolkata or the said officer is unable or unwilling to act as such, to the sole arbitration or some other person appointed by the PCA (Fys) Kolkata or the said officer. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act, 1996.

11.2 There will be no objection to any such appointment that the arbitrator is Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of his duties as Government Servant he has expressed views on any or all of the matter under dispute. The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reason whatsoever, such PCA (Fys) Kolkata, or the said officer shall appoint another person to act as arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

11.3 The arbitrator, may from time to time with the consent of the parties enlarge the time for making and publishing the award, subject to the Arbitration and Conciliation Act,1996, and the rules made there under, any modification thereof for the time being in force, shall be deemed to apply to the arbitration proceeding under this clause.

11.4 The venue of the arbitration proceeding shall be the office of the PCA (Fys) Kolkata, at Kolkata or such other places as the arbitrator may decide.

12.0 SET OFF

12.1 Any sum of money due and payable to contractor (including security deposit refundable to him) under this contract may be appropriated by the purchaser or by the Government of India and the same may be set off against any claim of the purchaser or Government, or such other person or persons for payment of a sum of money arising out of this contract made by the contractor with the purchaser or Government or such other person or persons contracting through Government of India.

13.0 CURRENCY OF CONTRACT

13.1 The contract shall be valid for a period of one year from the date of signing of agreement. However, it may be extended for a further period as deemed fit if agreed mutually by the contractor and purchaser, on the same terms and conditions.

14.0 PAYMENT METHOD

14.1 For Vehicle on monthly hiring basis, **monthly bills in Triplicate** shall be submitted to the designated controlling officer of PCA (Fys) Kolkata along with the attested copy of the log book (complete in all respect) of the vehicle along with original slips . The log book shall be supplied by PCA (Fys) Kolkata.

14.2 Payment shall be made to the contractor through electronic transfer (SBICMP/NEFT) based on the details of bank account provided. The usual time taken for payment of bills is generally seven (07) working days from the date of receipt of bills at PCA (Fys) Kolkata.

14.3 Income Tax or any other applicable taxes shall be deducted at source at the time of payment to the contractor, in accordance with the provisions of the relevant applicable Acts.

14.4 PCA (Fys) Kolkata shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties as applicable under the terms and conditions of this tender.

15.0 PAYING AUTHORITY

15.1 PCA (Fys) Kolkata and payment will be processed in AN-Central section of PCA(Fys).

16.0 REPORTING/CONTROLLING OFFICER

16.1 Name of Reporting/Controlling officer will be mentioned in the work order.

17.0 Non-blacklisting certificate.

17.1 The bidding firm has to give a self-certificate to the effect that it has not been blacklisted by any Central Ministry/Department, PSUs or Bank etc along with the tender document. If it is subsequently established or found that the bidding firm has given any false information or facts or has suppressed facts or manipulated the documents etc. the earnest money deposit or the performance security deposit, as the case may be, will be forfeited and no excuse what so ever will be entertained there for.

ANNEXURE C
SPECIFICATIONS & REQUIREMENT SCHEDULE

Work Type A: Hiring of vehicle on monthly basis.

Sl.No.	Type of Vehicle/ Model	Year of Make	Quantity	Job Description
1.	ETOS (AC) or equivalent vehicle	2016	01	Hiring of registered commercial vehicle for office purpose in Kolkata & visit to Suburban Kolkata Area with a usage of 2000 Kms/ 200 Hrs in a month.

Note:

PCA (Fys) Kolkata is having **five day working** pattern and the vehicle is required on working days. In case vehicle is required on Saturday/Sunday/holiday which is going to be used in exigencies only).

- **The kilometres run by the vehicle on Saturday/Sunday/holiday shall be counted in the total Km run by the vehicle for that month. Extra hours beyond 200 hours, if any, shall be counted at the end of the month from the entries in the log book.**

Place:

Date:

Signature of the Bidder with Seal

ANNEXURE D

SPECIAL CONDITIONS OF CONTRACT

1.0 SERVICE

1.1 Provision of registered commercial vehicles on need basis as well as on monthly basis, for PCA (Fys) Kolkata on hiring basis as per details available in Annexure-C. (Specifications & Requirement Schedule) of this tender document.

1.2 The vehicle to be hired on need basis shall be used by PCA (Fys) Kolkata for carrying officers/authorised persons ordinarily in & around Kolkata.

1.3 The equivalent vehicle in this tender (as mentioned in NIT, Annexure-C, Annexure-F etc.) means any vehicle having same or higher capacity in terms of engine capacity, passenger carrying capacity etc. However, Vans are not acceptable as an equivalent vehicle.

1.4 The vehicles registered as taxi only should be provided.

2.0 QUANTITY

2.1 The details of estimated number of vehicles to be hired are available in the Annexure-C (Specifications & Requirement Schedule) of this tender document. However, it should be clearly noted that purchaser shall place the order only as per the actual requirement of vehicles from time to time.

2.2 The purchaser will have the right to increase or decrease the number of vehicles/trips upto 50% of the requirement of vehicle/trips specified in the Annexure-C without any change in the unit price ordered or other terms and conditions during the currency of contract. Accordingly, the estimated expenditure on hiring of vehicles may also vary upto 50% on both sides.

3.0 DUTY HOURS

3.1 For vehicle to be hired on monthly basis the duty hours shall be 10 hours per day for five days (Monday to Friday) per week. Generally duty hours are from 9 AM to 7 PM but they are changeable as per the requirement of the purchaser. Duty time commences from the time of reporting of vehicle at reporting place. The vehicle, however, must also be provided on holidays (i.e. Sundays & Gazetted holidays) on demand in exigency.

3.2 While the office has a regular requirement of hiring of vehicle, it shall have the right not to utilize the services at all or at any time for any period without giving any notice.

3.3 Vehicles can be detained by the controlling officers/Users for extra duty hours, for which payment will be made as per approved rates.

3.4 During the period of the contract, the drivers shall be provided working mobile phone at the cost of the contractor, so as to enable the purchaser to contact them as and when required, or for the drivers to make a call to the user/controlling officer for informing the reporting at the duty place or for any other reason.

4.0 DOCUMENTS

4.1 Photocopies of the documents i.e. RC of the vehicle registered as Taxi, Route permit of vehicle, Comprehensive Insurance, Pollution Check Certificate, Authorized Driving License of Driver etc. are to be deposited with PCA (Fys) Kolkata.

5.0 Inspection

5.1 Designated authority can inspect the vehicle at any time. It will be a general inspection which will include general upkeep of the vehicle, neatness & cleanliness of the exteriors & interiors, documents, availability of working mobile connection with the driver, proper dressing of the driver etc. In case of deviations, instructions issued by PCA (Fys) Kolkata/designated authority shall be binding on the contractor. Contractor shall ensure that vehicles are supplied & operated in compliance to the terms & conditions of the contract.

5.2 Vehicle hired on the monthly basis shall be inspected on the first day of its reporting or whenever it is changed for any reason. In case of deviations, the purchaser reserves the right to return the vehicle and liquidated damages shall be imposed as per clause 7.1 of Annexure B.

6.0 NOTICE PERIOD FOR BOOKING & CANCELLATION

6.1 Four hours before the time of reporting, generally, for booking the vehicle.

6.2 Telephonic intimation shall be considered as notice.

6.3 One hour prior to reporting time for cancellation of the booking of the vehicle.

7.0 REPORTING PLACE

7.1 For vehicle hired on monthly basis reporting place would be ~~PCA (Fys) Kolkata~~/RTC (ER) Salt Lake ~~on any other place within Kolkata city area.~~

8.0 COUNTING OF DISTANCE

8.1 Counting starts from the reporting place to the dropping place. No extra Kms. will be given from garage to reporting place/dropping place or vice versa.

9.0 OTHER CONDITIONS

9.1 The vehicles can be used anywhere in the territorial jurisdiction of Kolkata and Suburban Areas of Kolkata.

9.2 The vehicle should be in good condition & well maintained. Interior/Upholstery of the vehicle should also be well maintained & to be kept neat and clean.

9.3 In case, Interior/Upholstery/Vehicle is not found upto the satisfaction of the controlling officer, the same shall be replaced immediately by contractor.

9.4 Change of other type of vehicle will be allowed during break down of that vehicle with written approval of controlling officer.

9.5 The contractor shall send the vehicle for periodical servicing at the cost of the contractor, purchaser will not pay any mileage run for such servicing nor any deduction be made for the duration involved in such servicing. The cost of lubricants, repairs, maintenance, taxes, insurance etc. will be to the contractor's liability.

9.6 Change of commercial vehicle of same/ better different type and model on same approved rate, will be allowed on written request and approval of controlling officer showing the reference of previous vehicle & Kms run of that vehicle during that quarter. Old and new vehicle will be considered in continuation for counting shortage in utilizing the contractual 2000 Kms in particular month of that quarter.

9.7 The meter reading should tally the actual distance of run at any instant and Controlling officer shall have full powers to check up the meter for its correctness and to take action accordingly.

9.8 Payment of all kinds of Government taxes or duties for plying vehicles in Kolkata & Suburban Areas will be the liability of the contractor.

9.9 Parking charges, if any, may be claimed by producing the original slips.

9.10 The contractor shall abide with all local/municipal/state/central laws and regulations.

9.11 Any liability under any Act or Statute shall be of the contractor and under no circumstances shall purchaser assume responsibility.

9.12 The driver of the vehicle should be fully conversant with the routes of Kolkata & Suburban Areas and should be well behaved and properly dressed.

9.13 Driver shall not normally be changed, except for the cases where PCA (Fys) Kolkata instructs the contractor for change.

9.14 The contractor shall assign the job of driving of hired vehicles to experienced drivers having appropriate license and also assume full responsibility for the safety and security of officers/officials as well as essential store items while running the vehicle by ensuring safe driving. Purchaser shall have no direct or indirect liability arising out of such negligent, rash and impetuous driving which is an offence under Section-29 of IPC and any loss caused to purchaser have to be suitably compensated by contractor.

9.15 The engagement and employment of drivers and payment of wages to them as per existing provisions of various labour laws and regulations is the sole responsibility of the contractor. Any breach of such laws or regulations shall be deemed to be breach of this contract. Contractor shall be solely responsible for payment of wages/salaries, other benefits and allowances to his personnel that might become applicable under any Act or Order of the Govt. PCA (Fys) Kolkata shall have no liability whatsoever in this regard and the Contractor shall indemnify PCA (Fys) Kolkata against any/all claims, which may arise under the provisions of various Acts, Governments Orders etc.

9.16 No sub-contracting is permissible.

9.17 Tampering of meter or log book and misbehaviour by the drivers shall be viewed seriously and may lead to cancellation of the contract.

9.18 For vehicle hired on monthly basis, the log books shall be supplied by PCA (Fys) Kolkata and logbooks shall be the property of the PCA (Fys) Kolkata. The driver of the vehicle shall ensure that the log book is duly completed on the daily basis. Detailed instructions in this regard shall be issued by PCA (Fys) Kolkata, after entering into agreement with the contractor and these instructions shall be binding on the contractor.

9.19 The Contractor shall maintain the duty slip for every trip separately. It should be sure there is no overwriting in the duty slips. In no case, duty slip without signature of the user/officer using the vehicle will be accepted in support of the bill for payment.

9.20 PCA (Fys) Kolkata stands indemnified of the consequences arising out of any accident or mishaps or violation of traffic rules by the driver while performing PCA (Fys) Kolkata duty. PCA (Fys) Kolkata also stands indemnified towards any responsibilities that fall in the domain of the empanelled Contractor with respect to the hired vehicles, drivers and statutory requirements with the Transport authorities as applicable from time to time.

9.21 The drivers provided by the firm should be uniformed. They should be well mannered, courteous and polite to the officer using the vehicle. They should be well acquainted with Kolkata & Suburban areas. The drivers should not smoke or drink while on duty. The driver should not be in the drunken state while on duty. If the driver is found drunk, the purchaser may return the vehicle and impose liquidated damages as per clause 7.1 Annexure B.

9.22 The contractor shall be responsible for keeping the vehicles insured in compliance with the provisions of Motor Vehicle Act.

9.23 A declaration on the printed letter-head of the firm stating, inter-alia that the drivers provided are of good character, having valid commercial driving licenses and also well conversant with the roads of Kolkata & Suburban areas should be submitted alongwith bid documents.

9.24 If the driver is not in uniform during the duty or he misbehaves, the contractor will be penalised **Rs.1000/-** for each occurrence.

9.25 If on any occasion, the driver is unable to turn up, or the vehicle is unserviceable; the contractor should immediately made the provision of an alternate or equivalent vehicle or driver.

ANNEXURE-E

PERFORMANCE SECURITY BOND FORM

This deed of guarantee made this _____ day of _____, 2018, PCA (Fys) Kolkata (hereinafter called the *Purchaser*) (which expression shall unless excluded by or repugnant to the context include his successors and assignees) of one part and _____ (hereinafter called the *Bank*) (which expression shall unless excluded by or repugnant to the context include its successors and assignees) of the other part.

Where the Purchaser accepted the tender of M/s. _____ (hereinafter called the *Contractor*) for Hiring of Vehicles, as per Letter No. _____ Dated _____ (hereinafter referred to as the *Contract*).

And whereas the Contract provides that Contractor shall furnish bank guarantee to the extent of 10% of the contract value as and by way of security for the due observance and performance of the terms & conditions of the Contract.

And whereas at the request of the Contractor, the Bank has agreed to execute these presents. Now the deed is witnessed and it is hereby declared by and between the parties hereto as follows:

1. The Bank hereby irrevocably and unconditionally guaranties to the Purchaser that the Contractor shall render all necessary and efficient services which may be required to be rendered by the Contractor in connection with and/or performance of the Contract, and further guaranties that the goods supplied by the Contractor under the Contract shall actually be performing the work required of it to the satisfaction of the Purchaser and shall be free from any defect arising from faulty material, designs and workmanship, such as corrosion of the equipment due to inadequate quantity of materials, inadequate contact protection, deficiencies in circuit design and/or otherwise whatsoever, and in the event Contractor failing or neglecting to render necessary services as aforesaid and/or in the event of goods failing to give satisfactory performance or proving and particularly warranty clause mentioned therein, the Bank shall indemnify and keep the Purchaser

Indemnified to the extent of _____ against any loss or damage that may be caused to or suffered by the Purchaser by reason of any breach by the Contractor of any of the aforesaid terms & conditions and the Bank further undertake to pay to the Purchaser, such sum not exceeding ` _____ on demand and without demur, in the event of Contractor's failure to perform and discharge aforesaid several duties and obligations on his part to be observed and perform under the Contract and/or deficiencies and defects in the satisfactory performance of the goods and the equipment.

2. The decision of the Purchaser as to whether the Contractor has failed to or neglected to perform or discharge his duties and obligation as aforesaid and/or whether the goods are free from deficiencies and defects and are capable of performing the work required and as to the amount payable to the Purchaser by the Bank herein, shall be final and binding on the Bank.

3. The responsibility of the Bank under this guarantee shall be as of Principal Debtor.

4. The guarantee herein contained shall remain in full force and effect during the period that would be taken for performance of the aforesaid terms of the Contract and it shall continue to be enforceable during the currency of the contract, all the dues of the Purchaser under or by working of Contract have been fully paid, ratified or discharged, or till it is certified by the Purchaser that the terms & conditions of the Contract have been fully and properly carried out by the Contractor and a No Demand Certificate submitted to this effect by the Contractor.

5. The Bank further agrees that the guarantee herein contained shall remain in full force and effect for a period of twelve months from the date hereof and also that the extension of this guarantee will be provided for by the Bank for such period beyond the period of twelve months as the Purchaser may feel necessary in this behalf. Provided further that if any claim accrues or arises against the Bank before the expiry of the said twelve months or an extension thereof, the same shall be enforceable against the Bank notwithstanding the fact the same is enforced after the said period of twelve months or any extension thereof.

6. The guarantee herein contained shall not be affected by any change in the constitution of the Contractor or the Bank and shall be a continuing one.

7. The Purchaser has fullest liberty without affecting the guarantee to postpone for any time and from time to time any of the powers exercisable by it against the Contractor and either to enforce or forebear any of the terms & conditions of the Contract and the Bank shall not be released from its liability under this guarantee by any exercise by the Purchaser of the liberty with reference to the matter referred aforesaid or by the reasons time being given to the Contractor or any other forbearance, act or the omission on the part of the Purchaser or any indulgence by the Purchaser to the Contractor or by any other matter or thing whatsoever which under the law relating to sureties shall but for this provision have the effect of so releasing of from its such liability.

8. The Bank undertakes not to revoke this guarantee during its currency except with the prior consent of the Purchaser in writing.

In witness thereof the parties have executed these presents, the day and year therein above written.

Signed and Delivered by the Constituted
Attorney for and on behalf of the Contractor
in presence of

Signed and Delivered by the Constituted
Attorney for and on behalf of the Bank
in presence of

1. _____

1. _____

2. _____

2. _____

Full Address of the Contractor

Full Address of the Bidder

Tel. No.

Tel. No.

Email

Email

ANNEXURE F PRICE SCHEDULE

Vehicle on Monthly basis:

Sl.No.	Type of Vehicle/ Model	Job Description (Charges)	Hiring Charges per Vehicle (Rs.) (Including the levies and taxes, if any)		GST (%)
			In Figures	In Words	
1.	ETIOS (AC) or equivalent vehicle	For 2000 Km / Month / (P)			
		Per Km beyond 2000 Km (Q)			
		Per hour for Extra hours beyond 200 Hrs of detention (R)			

Note: Prices are inclusive of all taxes / levies, except GST.

(Signature of Authorising Person)

Full Name:

Date:

Seal:

Place: