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Principal's Office

Government Engineering College, Buxar

(Vill-Mahadah, Itarhi Road, Near Police Line Buxar, Po-Gajadhar Ganj, Buxar-802132)

Tender Document



Hiring Vehicle for Official Purpose

In The Financial Year, 2024-25

Tender No.:- NIT-07/2024-25

Tender Start Date:- 10.08.2024 to 17.08.2024

Last Date of Submission:- 17.08.2024

Principal
Government Engineering College
Buxar

IMPORTANT INFORMATION

1. Non-Refundable Tender Cost :

Rs. 1000/- only through demand draft from a nationalized bank, drawn in favor of Principal, Government Engineering College, Buxar payable at Buxar.

2. Sale of Tender Document :

10.00 AM to 5.00 PM on all working days starting from 10.08.2024 To 17.08.2024 from the office of Government Engineering College, Buxar

3. EMD :

Rs. 5,000 /- (Five thousand only) in the form of demand draft from a nationalized bank in favor of Principal, Government Engineering College, Buxar payable at Buxar.

4. Last date of submission of tender document :

On or before 21.08.2024 up to 04:00 PM by Indian post office/speed post/registered post in the office of the Principal, Government Engineering College, Buxar.

5. Opening of tender bids:

02:00 PM on 23.08.2024

6. Address for Correspondence and Clarification :

Principal,

Government Engineering College, Buxar.

(Vill-Mahadah, Itarhi Road, Near Police Line Buxar, Po-Gajadhar Ganj, Buxar-802132)

Principal
Government Engineering College
Buxar

Name of Organization-
Short Tender Notice for Vehicle

Short Tender Notice No:- GEC/BUX/ADV/2024-25/11

Date-...../...../2024

Sealed technical and financial bids are invited from any service provider of owner for providing vehicle round the clock for the GEC, Buxar for annual contract period of one year, by registered post/speed post.

Last date of submission:- 21.08.2024

Opening of tender:- 23.08.2024 at 02:00 PM at Principal chamber, GEC, Buxar any change in date will be intimated through website.

INSTRUCTIONS TO BIDDERS

All interested vendors are requested to send their sealed quotation for supply of the above item under two bid systems in the following manner:

- a) Envelope-I: Technical Bid.
- b) Envelope-II: Financial Bid.

Note: the bid documents are not transferable and the firm's seal and signature of the authorized official must appear on all papers and envelopes submitted.

Both the envelopes should be sealed, signed, marked and kept in a bigger envelop (A4 Size) super scribed with the tender reference No. and tender notice details as appended here under.

TENDER for Vehicle

SHORT TENDER REF. NO.: GEC/BUX/ADV/2024-25/11

LAST DATE FOR SUBMISSION:- 21.08.2024

The Principal

.....
.....
.....


From M/s:-

Contact No:-.....

E-mail ID:-.....



1. Terms & Conditions for Vehicle

1. Any person/contractor/registered travel agents may apply. They have to submit all documents as per format of technical bid and financial Bid.
 2. The vehicle should be in good condition, comparatively new vehicles and of higher model will be given priority.
 3. The tender fee of Rs. 1000/- (One thousand rupees only) and E.M.D. of Rs. 5,000/- (Five thousand rupees only) –only in the shape of demand draft separately on any nationalized bank in favor of Principal, Government Engineering College, Buxar payable at Buxar should accompany tender paper. Without EMD will be ignored straightway.
 4. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.
 5. The contract will be kept valid for a period of one year which can be extended on mutual consent basis on the same terms and conditions for further one year (max one times).
 6. Vehicles deployed should be in good running condition and should have commercial registration, current comprehensive insurance and road tax overage, permit, fitness and driving license of driver etc.
 7. Contractor should keep the vehicles in neat, clean and good running conditions with sheet cloth covers, which should be replaced with another set of washed covers once in a week. The contractor should carry out the periodical maintenance of the vehicles supplied and insure them always in good condition.
 8. All payment toward lubricants, repairs, insurance, any taxes etc. and any other expenditure related to vehicles is the contractor's sole responsibility, all payment to the driver towards their salary; overtime etc. is also the contractor's responsibility.
 9. Payment will be made on submission of bills.
 10. The contract can be terminated by giving one month's notice in writing by either party. In case of breach of terms and condition, GEC, Buxar reserves the right to terminate the contract without giving any notice.
 11. In case of accident etc. GEC, Buxar has no responsibility whatsoever towards, police/RTA, court of law, injured parties, damages to the vehicle or property or any claim made for the loss etc. all these are entirely the contractor's responsibility.
 12. Any deviation/violation of breach of the said terms and condition will be viewed seriously, and the contract will be terminated without prior notice.
 13. GEC, Buxar reserves the right to accept or reject any tender or part of any tender of all tenders without assigning any reason thereof, irrespective of the fact whether the tender is the lowest or not.
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14. The maximum limit for quoted amount will be 40,000 /- per month including fuel for 1200 KM, lubricants, taxes & duties as per norms, maintenance cost etc.
15. In case contractor refuses to supply vehicles ordered by GEC, Buxar, it will be viewed seriously, and contract will be terminated without giving any notice and their security money will be seized.
16. The person/contractor/travel agent are directed to submit technical & Financial Bid in separate envelope. The financial Bid will be open only to technically qualified vendor.
17. The evaluation of tender will be done by the committee on the basis of weightage to technical and financial part.
18. The breakdown of weightage will be as technical 50% and financial 50% [technical: Age of Vehicle 30%, Price of Vehicle 20%]. The detailed breakdown of marks is provided in evaluation sheet in sections follows.
19. After evaluation of Bid, the successful bidder will be informed separately.
20. The agencies must put their initial on each page submitted. All pages must be numbered and a note of this should be mentioned on covering letter. The terms & Conditions duly signed should be attached with tender paper.
21. The supply of vehicle has to start services within 07 days of intimation. The tender may change vehicle of quoted in tender by comparatively newer and higher model.
22. The full EMD shall be forfeited in case of backing out of the offer before acceptance.
23. The award of work shall be done on QCBS basis (Quality and cost based selection approach) among the technically qualified consultant after technical evaluation. The lowest financial proposal (FM) shall be given a financial score (SF) of 50 points. The financial score of the proposals shall be computed as follows:
$$SF = 30 \times F_m / F$$

(F-Amount of financial Bid)
24. Formula for Final Score = $F + T$

Where, T=Marks awarded for technical proposal and F=the marks awarded for financial proposal

The Bidder scoring highest combined score shall be declared as preferred Bidder for award of contract.
25. In case two or more bidders achieve same combined score, the bidder whose financial proposal shall result in least cost to GEC, Buxar shall be declared as selected bidder eligible for award of contract.



II the evaluation parameters will be as follow:-

A. Technical: Total Marks:-50

Age of vehicle: 30 Marks					
Criteria	If age of Vehicle<01 (One Months)	If age of vehicle between 01 months to 12 months	If age of vehicle between 12 months to 24 months	If age of vehicle between 24 months to 36 months	More than 36 months
Marks	30	25	12	6	0
Marks obtained: 20 Marks					
2. Price of vehicle					
Criteria	If price of vehicle is more than 15 lakhs	If price of vehicle between 12 lakhs to 15 lakhs	If price of vehicle between 10 lakhs to 12 lakhs	If price of vehicle between 8 lakhs to 10 lakhs	Less than 8 lakhs
	20	15	10	5	0
Marks obtained:					
Sub Total (Technical)					
B. Financial evaluations Total:50 marks					
Total Marks Obtained based upon clause 24					
Grand Total as per clause 25					

6

Annexure-I

Technical bid documents

Sr. No.	Enclosure	Enclosed Yes/No
1	Copy of motor vehicle registration certificate	
2	Copy of Latest Pollution Test	
3	Copy of Road Tax	
4	Copy of Vehicle fitness	
5	Proof of price of Vehicle (Invoice)	
6	Income tax PAN of Agency/Individual	
7	EMD Details	

(Signature & Seal)

Note :- In case of new vehicle which is proposed to be supplied Sr. No. 1 to 4 is not mandatory. However it needs to be provided before supply of vehicle. In this respect a declaration need to be given.

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Annexure-II

Financial Bid

Supply of vehicle (please provide in a separately sealed envelope)

Technical + Financial Bid (A+B)					
Name of Bidder					
Sr. No.	Description of man power deployed	No.	Unit	Quoted rate (in Rs.) inclusive of all taxes duty	Quoted amount in words
1	2	3	4	5	6
	Vehicle for Official Use including diesel/petrol for 1200 KM of Travel per month	1	Per Month		

(Signature & Seal)

6/