

## **STATE BOARD OF TECHNICAL EDUCATION**

( Under Deptt. of Higher, Tech. Education & Skill Development, Jharkhand Govt. of Jharkhand )  
Science & Technology Campus, Sirkha Toli, Tupudana Road, Namkom, Ranchi-834010

**PHONE NUMBER** - Examination of Controller : 7033298571, Office-7033298572  
E-mail : [sbte\\_ranchi@yahoo.com](mailto:sbte_ranchi@yahoo.com), Web Site : [http:// www.sbtejharkhand.nic.in](http://www.sbtejharkhand.nic.in)

**Notice No.:-SBTE-260/07/P-1/T-14/1278**

**Date: 27-07-2017**

### **Tender Notice for Hiring of Vehicles On Call Basis**

State Board of Technical Education, Jharkhand invites sealed Technical bids and sealed financial Bids seperately, Both sealed bids will be kept in another envelop which will be also sealed. Interested Vehicle owners or Vender for Providing Vehicles on submit their Tender Call Basis on 18/08/2017 upto 01:00 P.M. in the State Board of Technical Education, Jharkhand, Sirkhatoli, Namkum, Ranchi-834010.

The offers should be submitted in the sealed envelope duly Superscribed as “Hiring of Vehicles On Call basis for State Board of Technical Education, Jharkhand Ranchi”, addressed to “Secretary”, State Board of Technical Education, Jharkhand.

No offer will be accepted beyond the date and time mentioned as below.

The Tenderer should have to attach proof of Registration/Certificate of firm; proof of valid registration with statutory authorities for service tax; permanent Account Number (PAN). proof of experience certificate & proof of ownership.

**Last date of Submission of bid— 18-08-2017** up to 01:00 PM.

**Opening of Bid – 18-08-2017** at 3:00 P.M.

Hiring of vehicles On Call basis for State Board of Technical Education, Jharkhand Ranchi can be obtained from the office of SBTE, Jharkhand on Payment of Rs. 500/- or it can be downloaded from the office of SBTE’s website [www.sbtejharkhand.nic.in](http://www.sbtejharkhand.nic.in) and will be submitted with a D.D. of amount Rs. 500/- in favour of Secretary, SBTE, Jharkhand Payable at Ranchi within stipulated date & time.

**Secretary,**

State Board of Technical Education  
Ranchi, Jharkhand

**Government of Jharkhand**  
**STATE BOARD OF TECHNICAL EDUCATION, JHARKHAND, RANCHI**  
**Science & Technology Campus, Sirkha Toli Namkum, Ranchi - 834010 (Jharkhand)**

Controller of Examination : 7033298571 , Office- 7033298572

E-mail : sbte\_ranchi@yahoo.com, Web Site : http://www.sbtejharkhand.nic.in

Letter No. :

/Ranchi, Date :-

**Tender Document for Hiring of vehicles On Call basis for State Board of  
Technical Education, Jharkhand Ranchi**

1. **Eligibility :-**
  - a. The Applicant Tender should have the experience of running vehicles on hiring basis for at least 01 yr. in PSU/ Government/ Semi Government/Reputed Private Corporate Organization.
  - b. The Tenderer should have GST registration.
2. Rate should be quoted neatly and should be in sealed envelope and submitted to : State Board of Technical Education, Science City Campus, Sirkhatoli, Namkum, Ranchi-834010. On or before closing date of the Tender. i.e. upto 01:00 P.M. on 18-08-2017
3. Total charges on Call Basis for providing the vehicle should be inclusive with Driver. Other charges such as Mobil charge, Tole taxes, extra kilometer and other taxes etc. will not be given. So the rate quoted should be inclusive of all such charges.
4. Night Charges will be applicable for those vehicles which will be used after 8 P.M. and that vehicles which will be sent out of Ranchi district and stayed at destination from government works and returned another day.
5. Tender shall be opened on 18-08-2017 at 03:00 P.M. Hrs in SBTE office in presence of Tender who wish to be present.
6. Distance will be counted from SBTE office to destination. Garage to Garage Tender rate will be not acceptable.
7. The Tender should be remain valid for a period of 365 days from the date of giving work order by SBTE, Jharkhand, Ranchi.
8. All entries in the Tender shall be typed/written in ink. Erasers and over writing are not permitted and may render such Tenders liable for rejection.
9. All pages of the offer must be self signed, paged and sealed by the Tenderers.
10. SBTE, Jharkhand do not bind itself to accept the lowest or any Tender and reserves the right to reject any or all the Tenders in full or part, without assigning any reasons thereof.
11. **Documents :-** The following documents need to be submitted along with Tender in sealed envelope.
  - a) Proof of GST Registration of firm.
  - b) Permanent Account Number (PAN).
  - c) Proof of Experience Certificate for at least 01 Year.
  - d) Proof of Ownership. (Notary / Self affidavit of available vehicle in ownership)
  - e) At the time of supply, Vehicle must be registered under Commercial Registration. (Notary affidavit)
  - f) EMD of Rs. 1000/-.
12. Technical Bids contain **Annexure A & B** Financial Bid contains rate in form of **Annexure C**.

## **TERMS AND CONDITIONS FOR HIRING OF VEHICLES**

01. The Vehicle that should be required as under :

<b>Sl.No.</b>	<b>Type of Vehicle</b>
01.	Indigo
02.	Swift Desire
03.	Santro
04.	Wagon-R
05.	Innova
06.	Indica
07.	Sumo
08.	Bolero
09.	Tavera
10.	Scorpio

02. At time of supply Vehicle, Vehicle must be under Commercial Registration.
03. The Bidder will be responsible for total maintenance of hired vehicles, providing his own Driver and to make payment of wages to the Driver.
04. The Driver will maintain a Log Book of the Vehicle and get it countersigned by the official using the vehicle.
05. The Vehicle will be used normally during 08:00 to 08:00 P.M. But in special case the hour may vary. No separate charges for this will be applicable.
06. SBTE shall have the right to ask for removal of vehicles of the agency not found in proper working order and/or the Driver found incompetent/disobedient.
07. **Payment :-**
- a. The billing will be done as per called period and it should be submitted by the Contractor/ Firm. The payment will be the responsibility of the vehicles Driver to get the Log Book/Challan entries indicating opening kilometer, closing kilometer, distance covered, time from office, places visited etc.
  - b. All entries in the Bill/ Log sheet shall be typed/ written in ink. Erasers and over writing are not permitted any may render such Bills/ Log sheets liable for rework/ rejection. Party user shall duly attest all cancellations and insertions.
  - c. If Vehicles is hired on Call Basis for whole day by SBTE, then rent will be paid only if driver will remain with SBTE for whole day i.e. 08:00 A.M. to 08:00 P.M. and released by SBTE from authorized person.
  - d. In condition of any break down of Vehicle or fuel problem occurred during hired period and because of Such the purpose of hiring is not fulfilled SBTE will deduct Rs.100/- per hour for delay.
  - e. Vender must enclose fuel voucher with Payment Bill. Otherwise Payment of bill will not be paid.
  - f. TDS charges will be deducted as per rule.
08. The tendering authority may, at its discretion, extend the deadline for submission of the Bids by amending the Bid Documents, in which case all rights and obligations of the tendering authority and bidders will remain same as mentioned in the Tender Documents.

09. No Bids will be allowed to be withdrawn at any time.
10. The Tendering Authority reserves the right to accept or reject any tender offer and or to annul the bidding process and reject all bids at any time prior to award of the contract without thereby incurring any liability towards the affected bidders or any obligation to inform the affected bidder of the grounds for the tendering authority action.
11. Any bid received after the deadline for submission of Bids will be rejected and/ or returned unopened to the Bidder.
12. The successful Bidder shall have to submit Performance Guarantee of Rs. 10,000/- by way of Bank Guarantee for successful performance during contract period in favour of Secretary, SBTE within 30 days of issue of LoI. EMD will be returned on submission of the Performance Guarantee.
13. All legal disputes are subject to the jurisdiction of Ranchi Court only.
14. The vehicle provided should be in good running condition. SBTE at any time can inspect the roadworthiness of the vehicles.
15. The Bidder shall not engage any Sub- Contractor or transfer the contract to any other person in any manner. The Bidder shall not be permitted to transfer their right and obligations under contract to any other organization or otherwise.
16. The Bidder will work under the overall supervision/direction of SBTE or any other officer as may be specified by the Secretary, SBTE.
17. The number of vehicles can be increased or decreased as per requirement. The Bidder will provide the vehicles as per the actual requirement.
18. SBTE, Jharkhand shall have the right to ask for replacement of Vehicle/ Driver provided by the agency, not found in proper working order and/or the driver incompetent.
19. **Termination of Agreement :**
  - a. The SBTE reserves the right to terminate the agreement without assigning any reason at any time of its intention to do so and on the expiry of the said period of notice. The Agreement shall come to an end without prejudice to any right or remedy that may be accrued to the concerned parties of this Agreement.
  - b. If any information furnished by the Bidder is found to be incorrect or false at any time, the Agreement shall be terminated and the Performance Guarantee shall be liable to forfeited.
  - c. In case the Contracting Bidder wants to terminate the Agreement, it shall have to give three calendar month's notice in advance to this effect to SBTE and Vice-Versa.

Sd/-  
**Secretary,**  
S.B.T.E, Jharkhand, Ranchi

**Annexure "A"**

**HIRING OF VEHICLES ON CALL BASIS FOR SBTE, JHARKHAND, RANCHI**

01	NAME OF TENDERING AGENCY/FIRM :-
02	STATUS OF THE FIRM (PROPRITORSHIP/PARTNERSHIP ETC) :-
03	NAME OF OWNER/PARTERNS/DIRECTORS :-
04	FULL PARTICULARS OF OFFICE :- A. ADDRESS :- B. TELEPHONE/MOBILE NO :- C. FAX NO :- D. E-MAIL ADDRESS :-
05.	DETAILS OF BANK ACCOUNT:- A) BANK NAME :- B) BRANCH NAME :- C) BANK A/C NO :- D) IFSC CODE :-
06.	<b>DOCUMENT :-</b> a. Proof of GST Registration of firm b. Permanent Account Number (PAN) c. Type of Vehicles (Indica, Innova, Indigo, Wagnar, Tavera, Sumo, Bolero, Swiftdiser, Santro, Scorpio) owned with vender. (Notary/ Self Affidavite for above) d. Proof of Experience Certificate for at least 01 year. e. At the time of supply, Vehicle must be registered under Commercial Registration. (Notary Affidavit.) f. EMD of Rs. 1000/-.

07. Details of Satisfactory Performance/Experience Certificate from PSU/Govt. Companies/ Other Private Reputed Corporate or Organisation where the Tenderer has worked during last one years :-

Sl. No.	Name of PSU / Govt. Company /	Period of Contract

Date :

Signature of authorized person :

Place :

Full Name :

Company Seal :-

**(Letter for submission with tender on tenderer’s own letterhead)**

**UNDERTAKING**

Letter No :

Date :

**To,**

**Secretary,**  
State Board of Technical Education,  
Science City Campus,  
Sirkhatoli, Namkum,  
Ranchi-834010

**Sub :- Hiring of Vehicles On Call Basis for 01 Year for SBTE, Jharkhand, Ranchi.**

**Dear Sir,**

1. I/We undersigned certify that I/we have carefully gone through and clearly understood the site conditions, terms and conditions of the tender documents, the work requirement and undertake to comply with them.
2. I/We further undertake to execute and complete the work as per tender’s terms and conditions and the bids submitted by us. We have signed every page of the tender documents as taken of our acceptance of all terms and conditions of the tender.
3. My/our offer shall be valid for a period of 60 days from the date of opening of the Price Bid.

Thanking you,

Yours faithfully,

For M/s :.....

Signature :.....

Date :.....

Name :-.....

Address :-.....

Seal of contractor :

**(FINANCIAL BID)**

**HIRING OF VEHICLES IN SBTE RANCHI**

**RATE QUOTATION FOR 01 YEAR (365 days)**

**Annexure "C"**

1) Rate for At Call Basis for Vehicle:-

Sl.No.	Type of vehicle	Per day Charges (8 a.m to 8 p.m.)	Fuel Average/Km/ Ltr Non AC	Fuel Average/Km/ Ltr With AC	Night Haltage Charges after (8 P.M.)
01.	Indigo				
02.	Swift Desire				
03.	Santro				
04.	Wagona-R				
05.	Innova				
06.	Indica				
07.	Sumo				
08.	Bolero				
09.	Tavera				
10.	Scorpio				

➤ L1 will be decided after adding per day charges & cost of fuel of 300 km & Night Haltage.

**Note:** - If any vehicle is of two versions i.e. Diesel or Petrol, then different fuel Average/Km/ltr with or without AC should be quoted separately.

Date :

Signature of authorized person :

Place :

Full Name :

Company Seal :-