



Chandigarh Industrial & Tourism Development Corporation Limited

CIN: U45202CH1974SGC003415

Regd Office: SCO – 121-122, Sector 17-B, Chandigarh – 160017

Phone No. 0172 – 4644430-31-32-33-34, 2704761, Fax No. 0172-4644441

Email: info@citcochandigarh.com, Website: www.citcochandigarh.com

TENDER NOTICE FOR HIRING OF BUS

CITCO invites Tender from Transport Contractors for providing transport facility consisting of a bus of 35 Seater or 52 Seater capacity for transporting students from Hotel Parkview, Sector-24, Chandigarh to Phase VIII, Mohali every day (dropping at 8 A.M and pick up 5 P.M) from Monday to Friday for a period of 3 years. Transport Contractor having requisite vehicles may submit their offer in sealed envelope.

Tender Form can be obtained from the office of Manager (Industrial Wing), Head Office, SCO No.121-122, Sector 17-B, Chandigarh or can be downloaded from www.citcochandigarh.com/tenders.html.

Last date for submission of Tender Form is 17.12.2018 by 5:00 P.M. accompanied with EMD of Rs.30,000/-.

M.D., CITCO, reserves the right to reject/accept, any or all offer/ tenders without assigning any reason.

Chief General Manager



Chandigarh Industrial & Tourism Development Corporation Limited

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NOTICE INVITING TENDER FOR HIRING OF BUS

Sealed Tenders are invited under two bid system (Technical Bid and Financial Bid) from Transport Contractors for providing transport facility consisting of a bus of 35 seater or 52 Seater capacity for transporting students from Hotel Parkview, Sector 24, Chandigarh to Phase VIII,, Mohali every day (dropping at 8:00 A.M and pick up 5:00 P.M) from Monday to Friday.

Days	Drop to CDAC, Phase-VIII, Mohali.	Pickup from CDAC, Phase-VIII, Mohali.
Monday- Friday	8.30 A.M	4.30 P.M
Every Friday	Visit to Mosque, Sector 20, Chandigarh.	

1. Read the tender documents carefully before filling.
2. Sign each page with seal.
3. Envelope 'A' should contain –
 - (a) Technical Bid with all relevant signed documents as mentioned in Terms and Conditions.
 - (b) EMD – Rs.30,000/-
 - (c) This sealed envelope should have superscription - TENDER FOR HIRING OF BUS - PART 'A'.
4. Envelope 'B' should contain only Financial Bid. Sealed the envelope with superscription "FINANCIAL BID FOR HIRING OF BUS - PART 'B'

Financial Bid should mention only prices in the stipulated format without any condition. The prices shall be filled up both in figures and in words and the total amount shall be calculated and rounded off to the nearest rupee. The price/ amount to be quoted should be in Rupees without any taxes, as taxes will be extra.

No overwriting or use of correction fluid shall be accepted. Any corrections shall be legible and signed by the authorized signatory.

5. Put Envelope – A (PART 'A') and Envelope – B (PART 'B') in separate sealed covers and put both the sealed cover in one cover addressed to the

Manager (Industrial Wing), SCO 121-122, Sector 17-B, Chandigarh, Ph.:4644430 with superscription on the cover as "TENDER FOR HIRING OF BUS" and send it so as to reach on or before due date in the office of Manager (Industrial Wing), Head Office, CITCO.

6. Tender Forms can be available from the Manager (Industrial Wing), SCO 121-122, Sector 17-B, Chandigarh, website: www.citcochandigarh.com. Complete application should be accompanied by Demand Draft for Rs.30,000/- drawn in favour of "CITCO" payable at "Chandigarh". Application without the prescribed fee and EMD will not be considered.
7. CITCO accepts no responsibility for any loss/delay/non-receipt of offers not submitted in person. Offers received late/incomplete are liable for rejection.
8. Earnest Money Deposit as mentioned in the Tender document shall be paid separately by pay order / demand draft in favour of CITCO.
9. The Financial Bids of only those Tenderers whose technical Tenders are recommended by competent committee / authority will be opened at a later date.
10. In deciding upon the selection of contractors for the work, great emphasis will be put on the ability and competency of contractors to provide high quality services in a time-constrained environment at cost-effective rates.
11. CITCO reserves the right to accept/reject any Tender in part or full, without assigning any reason whatsoever.
12. If the last date of receiving/opening of the Tenders coincides with a holiday, then the next working day shall be the receiving/opening date.

13. ELIGIBILITY CRITERIA

Tenderer/ bidder must have 35 Seater capacity or 52 Seater capacity bus in good condition registered in its own name with proper and updated payment of Road Tax, Permit etc.

In case, at any point, the number of students exceeds 52, then the Transporter would be required to provide additional bus on the approved rates. Alternatively CITCO may consider hiring of LCV (Tavera, Scorpio, Xylo etc.) for which rates will be settled mutually.

14. TERMS AND CONDITIONS OF TENDER

- a) The rates are invited for a period of 3 years. Participating agencies are therefore, required to submit their monthly rates for the work under reference for a period of 3 years in format as at Annexure I of the Tender document. In case different agencies quote lowest rates for different periods, CITCO will decide the mode of allotment at its discretion. Decision of CITCO in this regard will be final and binding on all.

- b) Payment will be made within 15 days on submission of monthly bill. In case in any particular month the bus is utilized for less than 15 days, then payment will be made on proportionate basis.
- c) In case bus is used for over 16 days, payment for full month will be made.
- d) The Contractor will ensure that the bus provided to CITCO for the purpose is in good condition and is in compliance with all rules and regulations of STA with regard to permit etc. The agency would be required to undertake third party/ public liability Insurance to safeguard the interest of the students in case of any accident.
- e) Further, the driver deputed by the Bidder/ Tenderer must have valid driving License during the entire period of contract failing which responsibility will be that of the Bidder/ tenderer.
- f) CITCO does not guarantee any minimum business in any month. To that extent, the contractor will not raise any claim in any month, in case the bus facility is not used on account of non-availability of students.
- g) Offer indicating monthly charges for the said 35 seater Bus and 52 seater Bus for the mentioned contract period as per Annexure-I should be submitted in a sealed envelope by 17.12.2018 by 5.00 P.M duly accompanied with EMD of Rs.30,000/- (Rupees Thirty Thousand Only) by way of Bank Draft favouring 'CITCO' to Manager (Indl.Wing), CITCO, SCO 121-122, Sector- 17 B, Chandigarh. The quotations will be opened on the next day at 3.30 P.M in the office of CGM, CITCO.
- h) In case the contractor fails to provide the transport facilities/ Bus for any day, then CITCO reserves the right to make alternate arrangements at the risk and cost of the agency. In this case, the amount would be recovered from the Contractor.
- i) The Managing Director, CITCO reserves the right to accept or reject any or all the offers without assigning any reason, whatsoever.
- j) The Managing Director of the Corporation may impose additional Terms and Conditions as may be required in the best interest of the Corporation.
- k) In the event of any question, dispute, or difference arising out of the agreement or in any manner touching this agreement and the solution of which is not expressly provided in this agreement, the same shall be referred to the sole arbitration i.e M.D, CITCO or any other person appointed by him. The award of the Arbitration or his nominee shall be final and binding on the parties to the license.

Chief General Manager



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Price Rs. 500/-
(Non-Refundable)

TECHNICAL BID (PART “A”)

Sr. No.	Particulars	
1	Particulars of Earnest money being deposited i.e Bank Draft No.& Date, Name of Bank, Amount of Bank Draft	
2	Name of the firm (In capital letter)	
3	Complete Postal Address, including Telephone No. Email Id: Mobile No.	
4	Status i.e proprietorship / Partnership/Public Ltd/ Pvt. Ltd./Others (please specify)	
5	Details of Vehicle/ bus having 35 Seater capacity or 52 Seater capacity alongwith documents regarding Registration Certificate, updated payment of Road Tax /Permit etc. (to be annexed).	

I have read and understood the detailed terms and conditions and the same are acceptable to me. I hereby certify that the above-mentioned particulars are true and correct.

Date:

Seal and Signature of the Tenderer



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FINANCIAL BID STRUCTURE (PART-B)

Particulars	First Year (Amount to be quoted in Rupees without any taxes, as taxes will be extra)	Second Year (Amount to be quoted in Rupees without any taxes, as taxes will be extra)	Third Year (Amount to be quoted in Rupees without any taxes, as taxes will be extra)
Monthly rates for providing Transport facility consisting of one 35 Seater capacity Bus for transporting (Dropping at 8:00 A.M and Pick up at 5:00 P.M) Students from Hotel Parkview, Sector-24, Chandigarh to Phase-VIII, Mohali every day from Monday to Friday and visit to Mosque, Sector - 20, Chandigarh on every Friday.			
Monthly rates for providing Transport facility consisting of one 52 Seater capacity Bus for transporting (Dropping at 8 A.M and Pick up at 5.00 P.M) Students from Hotel Parkview, Sector-24, Chandigarh to Phase-VIII, Mohali every day from Monday to Friday and visit to Mosque, Sector-20, Chandigarh on every Friday.			

Signature of Tenderer with Seal