



Prasar Bharati
(India's Public Service Broadcaster)
Doordarshan Kendra: Guwahati



सत्यम शिवम सुंदरम

NOTICE FOR INVITING TENDER FOR HIRING OF VEHICLES.

Tender Ref.No.48(6)2020-21/TPT/GUW/

Dated:22/12/2020.

The Dy. Director General (Engg.), Doordarshan Kendra, Guwahati, on behalf of Prasar Bharati, invites E-Tenders online through website <https://prasarbharati.eproc.in> under **TWO BID SYSTEMS** for Hiring of vehicles from reputed contractors/ Taxi fleet operators who fulfill the qualification criteria to the terms and conditions as mentioned in the enclosed Tender document.

1. NAME OF WORK : Hiring of Vehicles (Taxi) for the year 2021-22
the official use of Doordarshan Kendra, Guwahati.
2. EARNEST MONEY DEPOSIT [EMD] :Rs. 20,000/- [Rs. Twenty Thousands only]
3. DATE AND TIME OF **PRE-BID } : 05/01/2021.**
meeting }
4. LAST DATE FOR SUBMISSION OF BIDS: 11/01/2021 at 14.30 Hrs.
5. DATE AND TIME OF **OPENING OF } : 11/01/2021 at 15.00 Hrs.**
TECHNICAL BID. }
6. DATE AND TIME OF OPENING OF
COMMERCIAL BID: Will be intimated after completion of technical
evaluation.
7. VALIDITY PERIOD : 12 Months.
8. QUALIFICATION CRITERION : The agencies shall have sufficient numbers of
vehicles in each category as mentioned in the
General Terms and Conditions of the tender
Document and should have sufficient past
experience in providing similar services to
Govt offices/ PSUs etc.

9. SPECIAL NOTE: Tenderers may contact the following telephone number for any clarifications, if required: Tel. 0361-2202411, ext. 113& 207. Tender document, bid forms, General Instructions to Bidders and other details including amendments/ changes can be viewed/ downloaded from the website <https://prasarbharati.eproc.in/>.

The tenders will be received online up to 14.30 hrs. on 11/01/2021 and the technical bid will be opened at 15.00 Hrs. on the same day.

S .CHINNASAMI
Deputy Director (E)
For Deputy Director General (E)
Phone Nos: 9080778925 / 9443098546.

PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DOORDARSHAN KENDRA GUWAHATI

Tender Ref.No.48(6)2020-21/TPT/GUW

Dated:22/12/2020.

INSTRUCTIONS TO THE BIDDERS FOR PARTICIPATION IN E-TENDERING :

1. Doordarshan Kendra Guwahati reserves the right to reduce the quantity to be provided at the same rate as well as reserve the right to increase the quantity to be supplied at the same rate.
2. Bidders are requested to also go through “Annexure-A” Instruction to bidders and the list of document to be scanned and upload with the tender for e-procurement system.
3. The tender will be governed by the **Instruction to bidders (ANNEXURE-A), General Terms and conditions as in ANNEURE-B**
4. The tenderer should take due care to submit tender on line in accordance with the requirement as specified in “**Instruction to bidders**”. Bid evaluation criteria at Annexure- B shall be basis for evaluation of tenders of technical bid and Commercial bid
5. One Agent/Dealer/Supplier shall not represent two agencies/service providers or quote on their behalf in particular tender.
6. Tender document submitted by the tenders shall be serially page numbered.

PREPARATION OF TENDER:

INSTRUCTIONS TO BIDDER – ONLINE MODE

DEFINITIONS:

- ❖ **C1 India Pvt. Ltd.:** Service provider to provide the e-Tendering Software.
- ❖ **Prasar Bharati e-Procurement Portal:** An e-tendering portal of Prasar Bharati introduced for the process of e-tendering which can be accessed on <https://prasarbharati.eproc.in>.

I. ACCESSING / PURCHASING OF BID DOCUMENTS :

- It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency under CCA, Ministry of Electronics and Information Technology, Government of India to participate in e-tendering portal of Prasar Bharati. Bidders can see the list of licensed CA's from the link www.cca.gov.in. C1 India Pvt. Ltd. also facilitate Class III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) to the bidders. Bidder may contact C1 India Pvt. Ltd. at mobile no. +91-8130606629 for DSC related queries or can email at vikas.kumar@c1india.com & also 8448664327.
- To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the Prasar Bharati e-Tendering Portal (<https://prasarbharati.eproc.in>) to have a user ID & Password which has to be obtained by submitting a non-refundable annual registration charges of Rs. 450/- plus 18% GST through **online** mode (net banking/debit card/credit card). Validity of Registration is 1 year.
- The amendments / clarifications to the tender, if any, will be posted on the Prasar Bharati e-Tendering Portal (<https://prasarbharati.eproc.in>).
- To participate in bidding, bidders have to pay Tender Processing as given below, per Tender per Bid through online mode (net banking/debit card/credit card).

Estimated Value	Processing Fees per Tender per Bidder
Less than or Equal to Rs. 10 Lakhs	Rs. 475.00 + 18 % GST
More than 10 Lakhs but Less than or equals to 50 Lakhs	Rs. 925.00 + 18 % GST
More than 50 Lakhs	Rs. 1150.00 + 18% GST

- The Bidder may modify or withdraw their bid after submission prior to the Bid Due Date. No Bid shall be modified or withdrawn by the Bidder after the Bid Due Date and Time.

- Both 'EMD' and 'Tender Document Fee', if any, are mentioned in individual tender document published at Prasar Bharati e-Tendering Portal (<https://prasarbharati.eproc.in>).
- For helpdesk, please contact e-Tendering Cell and Help Desk Support Monday to Friday Ph: **0124-4302033/36/37, prasarbharatisupport@clindia.com.**

• It is highly recommended that the bidders should not to wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, neither Prasar Bharati nor C1 India Pvt. Ltd will be responsible for such eventualities.

I. TECHNICAL BID

Technical bid should contain the confirmation to the enclosed technical specifications. In the technical bid, the list of document as mentioned below should be uploaded.

1. Copy of GST / PAN Card of the service providing agency.
2. Tender compliance statement of the terms and conditions of the tender and the service providing agency shall comply with the General Terms and Conditions , requirements as given in ANNEXURE B.
3. Past Performance along with the user certificate or the work order in respect the of providing of similar service to any Government Offices / Agencies or PSUs.
4. Scanned copy of DD towards the EMD payment OR Scanned copy of necessary document in support of claim for exemption of submission of EMD (copy of MSME/NSIC certificate)
5. List of Vehicles under possession of the service providing agency along with MOU of the Tie-up agency, in case, tie-up with any other agency.
6. Scanned copy of the Registration Certificate Books of the vehicles offered.
7. Scanned copy of latest Income Tax remittances by the firm/agency made for the past THREE years.
8. Scanned copy of the valid license from the competent licensing authority.
9. Scanned copy of bank pass book of the Company / Firm / Agency.
10. The bids not complied with the above is liable to be rejected.
11. **No commercial information shall be furnished in the TECHNICAL BID**, failing which, the bid is likely to be rejected.

II. COMMERCIAL BID

The commercial bid should contain the price bid [Price Bid “A” & Price bid “B”] and acceptance of the commercial terms and conditions of this tender document in the prescribed format as in **ANNEXURE-C**.

- (i) The price quoted against each category of vehicles shall be the base rates only and the GST at the applicable rates shall be extra and the percentage of GST rates as applicable shall clearly be mentioned explicitly.
- (ii) RCM in GST shall be applicable and hence while processing of bills, the bill amount excluding the GST shall be made by this office and this office shall remit the GST as per procedures of RCM.
- (iii) While processing of commercial bid, the agency who has quoted the lowest (L-1) in all the categories shall be awarded the contract for providing the service during the contract period. L-1 shall be arrived on price bid-A and price bid –B separately.

- (iv) However, in some of the categories, if different agencies had quoted lowest, in order to identify a single contracting agency for all categories, a common minimum rates shall be arrived by this office by choosing L-1 rates from each category as mentioned in each category by different agencies.

The agency who has quoted Lowest, in most of the categories, shall be given an opportunity to accept for the common minimum rates arrived by this office. If the agency, refuses for the same, the chance will be given to the second agency who has quoted the L-1 in many of the categories.

- (v) The prices quoted shall remain fixed during the entire period of supply/contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation shall be treated as non-responsive and rejected.

Both Technical Bid and Commercial Bid will be submitted concurrently duly digitally signed in the website <https://prasarbharati.eproc.in>

MANUAL/TELE-FAX/E-MAIL offers, received directly by this organization, will not be considered.

The purchaser [DOORDARSHAN KENDRA, GUWAHATI] may, at his discretion extent the deadline for the submission of the bids by amending the bid document, in which case all rights and obligations of the purchaser and bidders are free to revise their bids quoted previously before the revised deadline as extended.

Tenderer should quote for all the categories of services required. Partial tenders will be rejected.

1. The prices given should be firm and as under.

(A) The prices quoted shall remain fixed during the entire period of supply/contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non-responsive and rejected.

(B) The 'Unit' Price should be for the Unit as indicated in the tender enquiry.

(C) **The quotation should specifically mention rates for Supply & Taxes separately.**

EMD: The bidders must submit **EMD OF Rs. 20,000/- [Rs. Twenty Thousands only]** in the form of Demand Draft / FDR/ Bank guarantee from a Commercial Bank in favour of **DDO, DDK, Guwahati - 781024.** EMD should be placed in a sealed envelope superscripted with tender reference number and date of opening and should **reach the** "The Deputy Director General (Engg), Doordarshan Kendra, RGB Road, Near AIDC, Guwahati - 781024 well in advance **before the prescribed tender opening date.** However exemption will be given from submission of EMD to the firms/ Micro and Small Enterprises (MSMEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME)* and Policy meant for only goods produced and services rendered by MSMEs and Traders are

excluded from the purview of Public Procurement Policy or registered with National Small Industries Corporation (NSIC) under Single Point Registration System (SPRS) or registered with the Central Purchase Organization or the concerned Ministry or Department or any other body specified by Ministry of Micro, Small and Medium Enterprises (MSME).

- a. Tenders without EMD shall be summarily rejected and their bid will not be opened and shall be rejected as non-responsive at the bid opening stage.
- b. The Earnest Money deposited by the tenderer shall be forfeited by this Organisation in the following events:
 - i. If tender is withdrawn during the validity period or any extension thereof.
 - ii. If tender is varied or modified in a manner not acceptable to this Organisation during the validity period or any extension of the validity duly agreed by the bidder.
 - iii. If agreement not signed and declined to accept or provide service, if the work order issued to the agency after processing of tender.

(D).The EMD of unsuccessful bidders will be returned after finalization of the tender. The EMD of successful bidder will be returned on receipt of security deposit or it may be adjusted in the security deposit if requested by the tenderer.

(E). EMD in separate sealed cover shall reach this office by speed post/by courier before due date of opening. **However scanned copy, of the DD for the EMD or the copy of MSMSE / NSIC Certificates claiming for exemption for submission of EMD amount ,may be uploaded in the technical bid.**

2.Performance Security Deposit:

- c. The successful contractor shall furnish the security deposit within 2 weeks [or before signing the contract] on issuing of the work order by this office for an amount of Rs. 75,000/- (rupees Seventy Five Thousand only).
- d. The Security deposit shall be furnished in favour of “DDO, DDK, Guwahati-781024”. in any one of the forms as DD / Fixed Deposit Receipt from a Commercial Bank/DD Payable at Guwahati / Bank Guarantee from a Commercial Bank valid up to the end of service period as per contract.
- e. Performance Security deposit shall be refunded to the Service provider /supplier/contractor after completion of all contractual obligations of the supplier, including warranty/guarantee obligations.

3. PRE-BID MEETING:

The Pre-Bid meeting with the vendors/ contracting agencies is proposed to be held in the Conference Hall of this office at 1500 Hrs. on 05.01.2021. The agencies shall be briefed on Do's and Don'ts in submission of bids and clarifying on the tender documents for the

prospective bidders. If any amendments based on the discussion during Pre-Bid meeting, shall be notified accordingly.

4. TAXES:

The prevailing rate of IGST/CGST/SGST as applicable should be clearly mentioned in the tender separately. The following certificates are to be submitted by the supplier along with the bills.

Certified that we are registered as agency/dealers in the State under registration No. _____ for the purpose of GST.

Printed terms and conditions of tendering firms will not be accepted as forming parts of their tender.

5. DUE DATE OF TENDER:

The tender bids will be received online up to **14.30 Hrs. on 11/01/2021.**

The Technical bid will be opened in this office at **15.00 Hrs. on the same day.** The commercial bid opening will be notified after scrutiny and recommendation of technical committee. The commercial bid of the qualified bidders only, cleared by the TEC shall be opened after duly notified to them.

6. The quotations submitted shall remain open for acceptance for a period of **90 (Ninety) days** from the date of opening of the Tender. If any Tenderer/ Suppliers withdraws his Tender/Quotation before the said period or makes any modifications in the Terms & Conditions on the Tender/Quotation which are not acceptable to the Department, then the Government shall, without prejudice to any other right or remedy, be at the liberty to forfeit the Earnest Money as aforesaid.

III. Bill Submission:-

Following details shall be clearly mentioned in the bills so that payment shall be made by **NEFT/ECS.** No cash or advance payment shall be entertained by this office.

- i) PAN No, TIN No, GST No should also be clearly indicated in the bill. The bill submitted shall be of GST compliant that should contain the GST number of this office also.
- ii) The bank A/C details, giving the particulars of the Name of the bank, Account No. & IFSC details.

IV. Miscellaneous:

1. Canvassing whether directly or indirectly, in connection with Tender/quotation is strictly prohibited and the Tender/quotation submitted by the Contractors / suppliers who resort to canvassing will be liable to rejection.

2. The undersigned also reserves the right to place Repeat Order up to 50% of the quantity of goods and services contain in the running tender / contract within a period of 6 months from the date of order/ agreement at the same rate.
3. **LANGUAGE / UNITS:** All information supplied by the Tenderer & all markings, notes, designation on the drawings & associated write-ups shall be in “**English language**” only. All dimensions, units on drawings, all references to weights, measures & quantities shall be in MKS.
4. **CONDITIONS OF CONTRACT:**
 - a. DGS & D-68 (Revised) and DGS & D-71 as amended up to date. However, such of these conditions stipulated on this tender shall supersede corresponding conditions in DGS&D-71.
 - b. The contractor shall sign a contract agreement form in triplicate in the prescribed proforma and submit the same along with Security Deposit within 2 weeks. The complete form with the purchaser’s signature shall be sent back to the contractor. No supplies will be made and no work shall start unless the agreement is signed by the contractor and the purchaser.
5. **FORCE MAJEURE:**
 - a. If any time during the continuance of the contract the performance in whole or in part by the contractor shall be prevented or delayed by reason of any war, hostility acts of the public enemy. Civil commotion, sabotage, fires, floods, explosions, epidemics, Quarantine restrictions, strikes, lock-outs or acts of God (therein after restrictions refer to as events and provided notice of happenings of any such eventuality is given by the contractor within 21 days from the date of occurrence thereof, the purchaser shall by reason of such event, neither be entitled to cancel this order not shall have any claim for damages against the contractor in respect of such non-performance or delay in performance and delivery shall be resumed as soon as practicable after such events have come to an end or ceased to exist.
 - b. Provided further that if the performance in whole or part or any obligation under this order is prevented or delayed by reasons of any such event for a period exceeding 180 days, the purchaser and the contractor shall meet to find a neutral agreement to any effect resulting the reform or the purchaser may at his option cancel order provided also if the order is cancelled under this clause, the purchaser shall be at liberty to take over from the contractor at order prices all unused, un-damaged and acceptable material bought out components and stores in course of manufacture in the possession of the supplier at the time of such cancellation or such portion thereof as the purchaser may deem fit accepting such material, bought out components and stores as the supplier may with the concurrence of the purchaser elect to retain.

6. **GENERAL:** All the pages of the tender document should be duly signed, stamped and serially numbered on submission, failing which the tender may not be considered as qualified tender.

S .CHINNASAMI
Deputy Director (E)
For Deputy Director General (E)
Phone Nos: 9080778925 / 9443098546.

**GENERAL TERMS AND CONDITIONS FOR HIRING OF
VEHICLES(TAXIS) TO DOORDARSHAN KENDRA, GUWAHATI
ON ANNUAL CONTRACT BASIS**

1. The Supplier/Contractor should have under his ownership and possession, a minimum number of the following vehicles mentioned below, which are not more than four years old i.e., Models of 2016 or later registered with the appropriate Transport Authority.

SI No	Description of Vehicles	Nos
1	Tata Sumo / Tavera Car (with carrier) (Non A/c)	03
2	Tata Sumo/ Tavera(A/C) Car	02
3	Indigo/Etios/Swift Dzire/Hyundai Xcent A/C	04
4	Innova/Xylo (A/c)	02
5	DI 407 Non AC	01
6	Tata Truck 709 Non AC	01
7	Maruti Van or equivalent category (Non A/C)	04
8	Tempo Traveller	01

The agency can have a MOU with other contract or service providing agency, to utilize their vehicles/services , in case, not having sufficient number of vehicles in possession of the agency. In such cases, the copy of the MOU already signed shall also be uploaded in the TECHNICAL BID.

2. All the vehicles should be in good condition and acceptable by a Committee formed by the Head of the Office, Doordarshan Kendra, Guwahati. The Contractor should be ready to give early morning/night services for pick up/drop of employees and also to undertake outstation tours.
3. Scanned copies of the Registration Certificate Book and Insurance of each vehicle, should be uploaded with the Technical bid for verification. Quotations which are received without copies of RC books will not be accepted. The successful tenderer at the time of the execution of the agreement shall produce the original Registration Certificate of the vehicles for verification. The RC and the insurance of vehicles shall be up to date.
4. The contracting agency participating in the tender can have tie-up / MOU with other agencies for supply of vehicles. In such cases, the copies of MOU / agreement and the type of vehicle in possession by the other agency along with their RC details should be furnished in the Technical bid.
5. The Supplier/Contractor may be required to supply vehicles up to maximum numbers depending upon any requirement from time to time. The extra expenditure, if any, that the Prasar Bharati may have to incur due to non-supply of specified number of vehicles to Doordarshan Kendra, Guwahati will have to be borne by the supplier and the amount in

question will be recovered from the supplier by making adjustment against any amount due to the supplier or from the security deposited by the supplier.

6. The Supplier/Contractor should be able to supply more than the number of vehicles specified at Sl.No.1 above, if situation demands even on short notice.
7. **The vehicles supplied by the operator should be of YELLOW board registration(T Board/ commercial vehicle) as mandated by RTO with the facility for interstate operation.**
8. The milometers of the all vehicles supplied should be in working order, duly certified and calibrated by Government agency.
9. The mileage reading will start and terminate at Doordarshan Kendra, Guwahati. No mileage will be allowed for any lunch/ tea break etc.
10. The Registration number of the vehicles, name of the Driver, opening/ closing milometer reading, arrival/ departure time at/ from Doordarshan Kendra, Guwahati should be got entered by the Security Guard on duty in the register kept for the purpose at the main gate. Opening/ Closing milometer reading and time of arrival/ departure at/ from the Kendra should also be indicated in log sheet and confirmation slips (duty slips) and got signed by the duty staff in Transport Section or any other authorized official of the Kendra.
11. The Supplier/Contractor is required to maintain an account of journeys (trip sheets) performed by each vehicle as per requirement of Prasar Bharati and submit the same to the Head of the Office, Doordarshan Kendra, Guwahati or his nominee, next day.
12. The Supplier/Contractor is required to depute a representative to personally collect the requisition order for the number of vehicles required for the next day from the officer authorized by the Head of the Office, Doordarshan Kendra, Guwahati. The authorized officer shall have right to place requisition orders for additional number of vehicles. The vehicle shall report at the reception/ transport section of Doordarshan Kendra, Guwahati at the stipulated hours and shall remain available up to the stipulated hours/ time as indicated from time to time by the authorized officer. The said Officer shall have the right to detain the vehicle(s) beyond stipulated hours/ time without giving prior notice.
13. In case of breakdown of the hired vehicles which are under use, the service providing agency shall have to make alternate arrangements immediately. In case of any failure, in this regard and if this office is to incur any additional amount spent on fulfilling the assignments by engaging other vehicles on duty spot will be recovered from the supplier. Cases in which, such a recovery deemed as justified, will be decided by the Head of the

Office, Doordarshan Kendra, Guwahati at his own discretion and his decision shall be binding on the suppliers.

14. The Inter-State Passenger tax, Airports Entry fee if any, shall be borne by Prasar Bharati on production of State Government receipt or any appropriate receipts in this regard along with the bill of the taxis. But the Supplier/Contractor shall be required to obtain permits for all the outstation trips in advance and no charges shall be claimed by him on this account.
15. The Prasar Bharati shall not be responsible during the course of deployment of vehicles from the supplier for any accident, loss or damages etc., to his vehicles on any account.
16. The Prasar Bharati shall not be responsible for any loss of life or any injury caused to any of the Drivers or to any third party during the deployment of the vehicles by Doordarshan Kendra, Guwahati.
17. The Supplier/Contractor will be responsible for loss or damages or injury to any person or property, programme material, equipments or any other articles or to any member of the staff.caused due to negligence of his Drivers, or ill-maintenance of the vehicles hired by Prasar Bharati.
18. The Supplier/Contractor will be wholly responsible for any illegal conduct and any act that the driver may commit which is prohibited under law by the State/Central Government.
19. The Supplier/Contractor shall at all times keep Prasar Bharati indemnified against all claims, actions, proceedings, costs, damages incurred and awarded and compensation agreed in consequence of any breach of all or any of the covenants and warrants.
20. The Drivers on duty should behave in a courteous manner and be punctual while attending assigned duties. They should under no circumstances drive the vehicles under the influence of any intoxicated drink or drugs or smoke. The Prasar Bharati shall have the right to discontinue the hiring of vehicles, if in the opinion of the Head of the Office, Doordarshan Kendra, Guwahati, the behavior of the driver found objectionable and his opinion in this regard shall be final and binding on the supplier.
21. The Supplier/Contractor should ensure that the vehicles deputed regularly/ daily basis for Doordarshan Kendra, Guwahati are not committed for use to any other department/ organization.
22. The Supplier/Contractor has to make his own arrangements for parking the vehicles at odd hours/ night. Parking charges of airport or at any other place or places shall be borne by Doordarshan Kendra, Guwahati on production of receipt, which should be got verified / signed by the official of the Kendra who travelled in the vehicle.

23. It will be responsibility of the Supplier/Contractor to see that his driver possessed valid driving license and the supplier will also be responsible in case of challan to the driver due to violation of traffic rules, or for any other penalty imposed on the driver, for the vehicle for the time being in use. It will be the responsibility of the service provider to verify the character/antecedents of the drivers being engaged for duties.
24. The Supplier/Contractor should have his official/ residential telephone/ mobile number for immediate communication by Doordarshan Kendra, Guwahati, even at odd hours also. The tenderer should remit an Earnest Money Deposit (EMD) by a Bankers' Cheque or demand draft for a sum **Rs. 20,000/- [Rs. Twenty Thousands only]**
25. drawn in favour of the "Drawing and Disbursing Officer, Doordarshan Kendra, Guwahati" along with the quotation. EMD will be forfeited, in case, the successful tenderer fails to enter into contract for supply of vehicles.
26. The successful tenderer has to pay a security deposit of Rs.75,000/- (Rupees Seventy Five thousand only) by Banker's Cheque or demand draft or Bank Guarantee drawn in favour of the " Drawing and Disbursing Officer, Doordarshan Kendra, Guwahati " at the time of entering into agreement which shall be refunded to the supplier without interest after expiry of the period of contract. In the event of the supplier committing any breach of terms of the agreement, the security deposit will be forfeited.
27. The successful tenderer has to execute an agreement in the prescribed form in a non-judicial stamp paper worth Rs.20/- (Rupees Twenty only) duly got notarized by Notary Public.
28. The quotation so submitted will be valid for a period of **ONE YEAR** from the date of execution of the agreement. During the contract period , if any escalation in fuel prices , the office shall NOT BE IN A POSITION to revise the contract prices during the contract period. This period may, however, be extended by the Head of Doordarshan Kendra, Guwahati at his/her discretion after obtaining the consent of the supplier.
29. The Supplier/Contractor should submit their bills with duplicate on account of hiring of taxis for the previous month to the authorized officer of Doordarshan Kendra, Guwahati by 5th of the following month for payment. The bills should be supported by log sheets, car requisitions and trip sheets (confirmation slips).
30. The Supplier/Contractor shall be bound by the rates quoted by him and agreed upon in the agreement and shall not ask for any enhancement of rates for the supply of vehicles during the period of agreement remains in force. Should the supplier wish to discontinue the agreement in the event of any increase in fuel charges or due to any other reasons, he shall have the right to cancel the agreement after giving 45 day's notice to the Head of Doordarshan Kendra, Guwahati so as to enable him/her to make alternative arrangement.

In such an event the agreement shall cease to have effect on the expiry of 45 days from the date of receipt of the notice. **In such an event, the Security Deposit will be forfeited and the Supplier/Contractor shall not be permitted to participate in future tenders in this regard.**

31. The Head of the Office, Doordarshan Kendra, Guwahati reserves the right to terminate the agreement at any time without giving any notice on account of breach of any of the conditions stipulated in the agreement on the part of the Supplier. The Tenderer, who were awarded the contract in earlier occasions and terminated the contract on his own or by the Office, shall not be considered.
32. The Tenderer, who had quoted the lowest in all the categories, shall be awarded the contract. However, in few of the categories, where different Tenderers' rates become the lowest, the common minimum rates shall be fixed by the Kendra by taking the lowest rates from all categories of different service providers in their commercial bid and a chance shall be given to the agency who had quoted lowest in majority of the categories, to accept for common minimum rates arrived by the Kendra.
33. The decision of the Head of the Office, Doordarshan Kendra, Guwahati in respect of the terms of agreement shall be final and binding on the Supplier/Contractor.
34. The Technical bid of the e-tender received during the stipulated period will be opened at **15.00 hrs. on 11/01/2021.** at Doordarshan Kendra, Guwahati in the presence of such Tenderers or their authorized representatives as they may choose to attend. If this happens to be closed day due to any unforeseen reason, the quotations will be opened on the next working day at the same time.
35. Commercial bid of those tenders, who had been cleared by the committee based on the technical bid, only will be considered. Date of opening of commercial bid will be communicated to the technically qualified tenders in the latter stage.
36. The Head of Doordarshan Kendra, Guwahati reserves the right to reject any or all the quotations even if it is the lowest without assigning any reasons whatsoever. In case of any dispute, the decision of Head of Doordarshan Kendra, Guwahati shall be final and binding on the Tenderers.

S .CHINNASAMI
Deputy Director (E)
For Deputy Director General (E)
Web Site: <https://prasarbharati.eproc.in>
Phone Nos: 9080778925 / 9443098546.

ANNEXURE - C

Tender Ref.No.48(6)2020-21/TPT/GUW

Dated:22/12/2020.

PRICE BID. [PRICE BID - A]

Hiring for Regular , Monthly basis:-

Name of work: Hiring of Vehicle (Taxi) for the year 2020-21 for the official use at Doordarshan Kendra, Guwahati.						
SCHEDULE OF QUANTITIES						
Name & Address of the Transport contractor						
Type of vehicle	CATEGORY - I			CATEGORY - II		
	Rate / Charges per month for 2000 Kms & 300 hrs.	charges for extra running beyond 2000 Km in a month	charges for extra hours of duty beyond 300 hrs. in a month	Rate / Charges per month for 3000 Kms & 500 hrs.	charges for extra running beyond 3000 Km in a month	charges for extra hours of duty beyond 500 hrs. in a month
A	B	C	D	E	F	G
Swift Dzire (AC) or equivalent vehicle viz Indigo/ETIOS/ Hyundai Xcent A/C						
Omini Van [Non AC] or Equivalent Vehicles						
					GST in %	

NOTE:

1. The vehicles mentioned in the above categories shall be booked under full calender month on regular basis.
 - [i]. Vehicles to be booked under category -1 shall be for 10 Hrs. duration from 0900 Hrs. - 1900 Hrs. per day.
 - [ii] Vehicles to be booked under category -2 shall be for 16 Hrs. duration from 0700 Hrs. - 2100 Hrs.
2. No separate charges as driver allowance shall be paid.
- 3.The cost quoted shall be inclusive of hiring charges, petrol, diesel oil charges & Driver allowances if any.
- 4.The GST rates as applicable extra on the basic fares shall be mentioned in percentage (%).
5. RCM shall be applicable and accordingly monthly bill payment shall be released against the invoices.

ANNEXURE - C

Tender Ref.No.48(6)2020-21/TPT/GUW

Dated:22/12/2020.

PRICE BID [PRICE BID - B]

Name of work: Hiring of Vehicle (Taxi) on requirement /call basis for the year 2021-22 for the official use at Doordarshan Kendra, Guwahati.

SCHEDULE OF QUANTITIES.

Name & Address of the Transport contractor										
Item No	Name of vehicles	6 Hrs. 50 Kms	8 Hrs. 80 Kms	12 Hrs. 100 Kms	Detention charges for 1 Hr. with 12 Kms.	Addl. Per Km. charges	Out Station charges per day	Out Station charges per Km	Night Halt Charges at Out station	Remarks
1	Tata Sumo / Tavera Car (with carrier) (Non A/c)									
2	Tata Sumo/ Tavera(A/C) Car									
3	*Indigo/Etios/Swift Dzire/Hyundai Xcent A/C									
4	*Maruti Van [Non AC]									
5	*Innova / Xylo (A/c)									
6	*Tata Truck 709 Non AC									
7	* DI 407 Non AC									
8	*Tempo Traveller									
9	Corolla Altis / Innova Crysta									
10	Honda city / Verna									
									Percentage[%] of GST as applicable @ extra	Figures to be entered in percentage of GST as applicable

*OR SIMILAR EQUIVALENT CATEGORIES OF VEHICLES.