



Hon' Balasaheb Thackeray Agri-Business & Rural Transformation (SMART) Project  
Project Implementation Unit - Agri-Marketing  
Directorate of Marketing, Maharashtra State, Pune  
3 rd Floor, New Central Building, Pune 411001  
Phone- 020-26126628/26126785/26114064 Fax - 020-26127004/26132401  
Email :- dirmkmts@gmail.com Website :- www.mahapanan.maharashtra.gov

O.W. No. SMART/PIU-DoM/RFQ/Hiring of vehicles / 198 /2023

Date: - 16/01/2023

## INVITATION FOR QUOTATIONS

To

All Prospective Bidders,  
.....

**Sub : Invitation for Sealed Quotations for hiring of vehicles on Call Basis for the Office of SMART- Project Implementation Unit - Directorate of Marketing, Pune.**

Dear Sir / Madam

1. Government of Maharashtra has launched World Bank assisted "Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project" in the State of Maharashtra in order to transform agriculture and livelihoods sector in Maharashtra. The objective of the project is "to support development of inclusive and competitive agriculture value chains focusing on smallholder farmers and agri-entrepreneurs in Maharashtra". This would be achieved by expanding access to new and organized markets for producers and enterprises with complementary investments in provision of technical services and risk management capabilities. Project will support the capacity building interventions to strengthen planning and implementation capacity of the DoM along the functional areas and core technical areas that need to be strengthened to support the agriculture marketing reforms, to enable ease of doing business and to establish a robust dispute resolution system.
2. Head, Project Implementation Unit (PIU) and Director, Directorate Of Marketing, Maharashtra State, Pune (Herein after mentioned as 'Client') Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project now invites sealed competitive quotation for providing vehicles on call basis for the period of up to Sept - 2023.

### **On call basis for local and out station use**

1. Honda City / Ciaz (All AC)
2. Innova Crysta / Mahindra XUV500 (All AC)
3. Swift Desire / Zest / Etios or equivalent (All AC)
4. Bolero Neo / Ertiga / Mahindra TUV300 (All AC)

Client may require approximately ten vehicles days in a month.

*Requirement of number of vehicles given is only for estimation / evaluation purpose. It may reduce or increase during implementation as per actual requirement.*

**3. Bid Price**

- a) The contract shall be for the full quantity as described above.
- b) All duties, road taxes and other levies payable shall be included in the total price.
- c) The rates quoted shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices shall be excluding GST.
- e) Bidder should quote rate for all the items.

**1. On call basis for local use:**

- a. Minimum running 80 KM & 12 Hrs duty / Day.
- b. Rate / KM over and above 80 KM/ Day.
- c. Extra hours over and above 12 Hrs/ Day.

**2. On call basis for out Station :-**

- a. Minimum running 300 KM / Day (24 Hrs). (24 hrs will be calculated from the starting time of journey to end time of journey)
- b. Rate / KM over and above 300 KM.
- c. No halt & extra hour charges will be paid.
- d. No lodging & boarding arrangement will be made for driver.

**4. Validity of Quotation**

Quotation shall remain valid for a period of 60 days after the deadline date specified for submission.

**5. Eligibility Criteria:**

- a) The bidder must have successfully executed at least one contract for providing tourist vehicles for the period of minimum 6 months.
- b) Bidder should be registered under Goods and Services tax Act, 2017
- c) Bidder should have at least **three** tourist vehicles registered on his / her name & the model should not be earlier than **April 2018**.
- d) Bidder should have achieved in at least one year an annual financial turnover not less than **Rs. 5.00 Lakhs** in the last three financial years; i.e. (2019-20, 2020-21 & 2021-22)
- e) The bidder should not be blacklisted / banned by any Government organization / PSUs during last 3 years.

**6. Documents to be submitted along with the quotation:**

The bidder should submit following documents along with the quotation

- a) GST registration certificate copy
- b) PAN card copy
- c) Address proof document (Shop & establishment Act registration copy / Latest Light Bill copy / Latest Telephone Bill copy / Rent Agreement copy)
- d) Bid security declaration (in attached format)
- e) Registration certificate of at least **three** tourist vehicles
- f) Turn over certificate issued by the chartered Accountant / ITR Copy

- g) Supply orders and invoice copies (with respect to clause 5 a )
- h) Bidder should submit compliance Sheet along with the quotation on agencies letter head. (in attached format)
- i) The declaration that the bidder is not black listed / banned by any government organization/PSUs. (in attached format)

If the agency failed to submit any of the above mentioned documents, the said agency will be treated as non responsive and will not be considered.

#### 7. Other Terms & Condition –

- a. The bidder should have minimum **three** tourist vehicle registered in its name & model should not be earlier than year **April 2018**.
- b. The bidder shall bear all expenses required for keeping the vehicles in smooth running condition such as fuel, lubrication oil, consumables, necessary spares, maintenance, driver's salary etc.
- c. All applicable taxes, permits, license, comprehensive insurance and any other documents for operating the vehicle commercially should be fully paid and should be available in the vehicles.
- d. The bidder shall provide **Diesel Vehicle** preferably for **out station tours**.
- e. Vehicle may be required any working day or Sundays & other holidays on demand as per requirement.
- f. Driver to be provided must possess valid driving license having minimum three years' experience. The bidder must submit the photocopies of valid licenses during the use. The Drivers of the vehicle must follow traffic rules and other regulations prescribed by the Govt. from time to time.
- g. The vehicle must be made available at any given time and day as informed. The vehicle should report to the place of requirement as per directions of the office. The mileage will be counted from Client office to Client office.
- h. The Client will not be responsible for any loss, injury, damage or accident to the vehicle or to any other vehicle.
- i. The bidder should have the arrangements for repairing their vehicle in a short time and during the repair time the bidder should provide a substitute vehicle and driver immediately.
- j. The telephone facility (24 hours) must be available with the bidder. The bidder shall pay the Parking charges / Toll charges during the travel and the same shall be reimbursed by Client to the bidder on raising of the monthly bill.
- k. Client will pay applicable GST to the bidder.
- l. Applicable tax would be deducted at source.
- m. A penalty of Rs. 1000/- per day may be levied if any vehicle fails to meet above terms and conditions on any day.
- n. Rates quoted should be valid for **up to Sept- 2023** from the date of award of contract. No revision in quoted rates on account of increase in fuel charges, spares, taxes etc. will be entertained.
- o. The successful bidder will have to enter into an Agreement for **up to Sept- 2023** on Rs. 500/- Non-judicial stamp paper. However, Client reserves the right to cancel the Agreement at any time without assigning any reasons whatsoever.
- p. The contract will initially be for **up to Sept - 2023, which may be extendable**

**further up to six months** on rendering satisfactory services without changing existing agreed norms.

- q. Bidder should take signature on duty slip of concern officer. Any advance will not be paid. Agency will be responsible for drivers lodging, boarding and any other expenses, vehicle expenses during travel.
- r. Minimum charges will be paid if running of the vehicle is less than the agreed norms.
- s. The bidder will abide by all applicable statutory requirements as per Minimum Wage Act, Employee's Provident Fund Act, Workmen Compensation act, Payment of Wages Act, Contract Labour (Regulation and Abolition) Act and Motor Vehicle Acts. etc.
- t. Client will not be responsible or liable in case of any dispute arising between the bidder and the drivers employed by the bidder and no relationship of Employer and Employee shall come into existence between the Client and the bidder or drivers for which all responsibilities shall vest with the bidder alone.
- u. Client reserves the right to terminate this arrangement without assigning any reasons thereof, by serving on the bidder a notice of one month to this effect, and on the refusal of the bidder to accept the notice of termination of the arrangement or passive avoidance to do so, the said notice shall be sent by registered post on the address of the bidder recorded with the client where after it shall be deemed to have been served to the bidder. Client shall also be entitled to appoint any other person, firm or company at its discretion to perform the job entrusted to the bidder after termination of the arrangement. Provided that the termination of the arrangement, as aforesaid, shall not absolve the bidder of its liability regarding vehicle hiring arrangements already entrusted to it in accordance with the direction of the client.
- v. In case of any dispute arising out / relating to interpretation of terms of conditions or functioning of the bidder vis-a-vis the client, It shall be the sole authority of the client to decide the arbitrator in accordance with the Indian Arbitration Act 1940. The bidder agrees to execute all documents, which may be required by the client in this regard.

#### 8. Bid Security:

- 1) Bidder should submit bid security declaration in the attached format. If bidder not submitted bid security declaration, in such case the bid submitted by such bidder shall be rejected.
- 2) The Bid Security declaration shall be executed
  - a) if a bidder withdraws its bid prior to the expiry date of bid validity specified by the bidder on the letter of bid or any extended date provided by the bidder; or
  - b) During the bid process, if any information submitted found manipulated / hidden / false / mala fide in the bid
  - c) if the successful Bidder fails to
    - (i) Sign the Contract or
    - (ii) Furnish a Performance Security

#### 9. General Conditions:

- a) Bidder should submit only one quotation in the attached format.
- b) All legal disputes relating to the supply and service etc. are subject to the jurisdiction of court of law at **Pune**.

#### 10. Evaluation of Quotations

The client will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed; and
- (b) Conform to the terms and conditions, and specifications.
- (c) Quoted rates for all vehicles/items.
- (d) Submitted all required documents as per clause 5 above.

The Quotations would be evaluated for all items together. GST cost shall not be considered in evaluation.

#### 11. Award of contract

The Client will award the contract to the bidder who has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- a) Notwithstanding the above, the client reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- b) The bidder whose bid is accepted will be notified of the award of contract by the client prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply/ work order.
- c) The bidder should sign contract with client within 15 days from the date of award of contract.

#### 12. Payment:

The payment will be made on monthly basis within two weeks from the date of submission of bills duly supported by duty slip(s)/log sheet(s) duly signed by the concerned officers. Applicable GST will be paid on submission of invoice/bill.

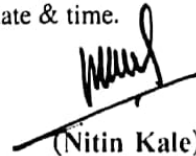
#### 13. Quotation Submission:

- a. Interested bidder should submit only one quotation in a sealed envelope boldly superscript as **Quotation for Providing vehicles on Call Basis** latest by **4.00 PM on 31/01/2023** at Project Implementation Unit (PIU), Office of Director of Marketing, 3rd Floor, New Central Building, Pune- 411 001.
- b. Quotations received after due date and time for whatever reason shall not be considered and shall be rejected.
- c. Please quote the lowest possible rate. No negotiations will be entertained

#### 14. Opening of Quotation:-

Quotations will be opened in the presence of bidders representatives who choose to attend at above mentioned address on **01/02/2023, at 11 A.M.**

- 15. In the event of the date being declared as a holiday for the client's office, the due date submission and opening of quotations will be the following working date & time.



(Nitin Kale)

Nodal officer, PIU (SMART) &  
Jt. Director (Marketing), M. S. Pune

**FORMAT OF QUOTATION**  
(On bidder's Letter head)

Date:- /01/2023

To,  
**Head, Project Implementation Unit (SMART)**  
**& Director of Marketing,**  
**3rd Floor, New Central Building,**  
**Pune – 411 001.**

**Subject:-** Submission of quotation for providing vehicles on call basis.

**Ref :-** Your Request for Quotation No. SMART/PIU DoM/RFQ/Hiring of vehicles/198/2023,  
 Date:- 16/01/2023

Dear Sir,

As per your requirement, we are glad to submit you our most reasonable and competitive rates as under

**A) On call basis for local use**

Sr. No.	Vehicle	Terms	U/M	Qty. Per Month *	Rate/ Unit	Total Amount Per Month
1	Honda City/ Ciaz (All AC)	Minimum Distance Kms. 80 & 12 Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12 Hrs	Hours	4		
2	Innova Crysta/ Mahindra XUV 500 (All AC)	Minimum Distance Kms. 80 & 12 Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12 Hrs	Hours	4		
3	Swift Desire/ Zest /Etios or equivalent (All AC)	Minimum Distance Kms. 80 & 12 Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12 Hrs	Hours	4		
4	Bolero Neo / Ertiga / Mahindra TUV300 (All AC)	Minimum Distance Kms. 80 & 12 Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12 Hrs	Hours	4		
<b>Total Amount of A (Excluding GST)</b>						

**B) Call basis for out station -**

Sr. No.	Vehicle	Terms	U/M	Qty. Per Month*	Rate/ Unit	Total Amount Per Month
1	Honda City/ Ciaz (All AC)	Minimum Distance Kms. 300 & 24 Hrs	Vehicles	2		
		Rate per km above 300 K.M.	KM	50		
2	Innova Crysta/ Mahindra XUV 500 (All AC)	Minimum Distance Kms. 300 & 24 Hrs	Vehicles	2		
		Rate per km above 300 K.M.	KM	50		

3	Swift Desire/Zest /Etios or equivalent (All AC)	Minimum Distance Kms. 300 & 24 Hrs	Vehicles	2		
		Rate per km above 300 K.M.	KM	50		
4	Bolero Neo/ Ertiga/ Mahindra TUV300 (All AC)	Minimum Distance Kms. 300 & 24 Hrs	Vehicles	2		
		Rate per km above 300 K.M.	KM	50		
<b>Total Amount of B (Excluding GST)</b>						

*\*quantities are for evaluation purpose and are subject to change.*

We agree to supply above mentioned vehicles in accordance with the terms and conditions mentioned in the invitation for quotations.

We hereby certify that, We have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

We also undertake to ensure compliance with the requirements of Motor Vehicle Act, Contract Labour Act, EPF, ESIC and also abide by all the other statutory requirements necessary in this regard. We agree that PIU-DoM, SMART would neither involve itself in any matters nor be responsible for any shortcomings arising out of the non-compliance of the necessary regulations / laws.

Signature of authorised person

Name: \_\_\_\_\_

Bidder's Office Stamp/Seal

**FORMAT OF DECLARATION IN LIEU OF EMD / BID SECURITY  
(To be submitted on the Bidder's Letter Head)**

Date :- /01/2023

Ref :- No. SMART/PIU DoM/RFQ/Hiring of vehicles /198/2023, Date:- 16/01/2023

To:

**Head, Project Implementation Unit (SMART)  
& Director of Marketing,  
3rd Floor, New Central Building,  
Pune — 411 001.**

I / We ..... (Insert Name and Address of Bidder) am / are submitting this declaration in lieu of Bid Security / Earnest Money Deposit for providing vehicles on call basis for the office of Project Implementation Unit (SMART), Director of Marketing, Pune thereby fully accepting that I / We will be suspended and shall not be eligible to participate in the Tenders invited by any World Bank funded Projects, any government tenders, PSUs for a period of Three years from the date of such Suspension Orders, under the following circumstances:-

- a) If after the opening of quotation/ tender, I / We withdraw or modify my / our tender during the period of validity specified in the Request for Quotation / Bid Documents (including extended validity, if any) or do not accept the correction of the quotation / tender Price pursuant to any arithmetical errors.
- b) If after the issue of supply order, I / We fail to furnish the required Performance Security, sign the Contract within the time limits specified in Request for Quotation / Tender Document.

Signature of authorised person  
Name: \_\_\_\_\_  
Bidder's Office Stamp/Seal

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON BIDDER'S  
LETTER HEAD WITH REGARD TO BLACKLISTING / NON-  
DEBARMENT, BY ORGANISATION OF**

**UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT**

Date :- /01/2023

Ref :- No. SMART/PIU DoM/RFQ/Hiring of vehicles /198/2023, Date:- 16/01/2023

**To:**

**Head, Project Implementation Unit (SMART)  
& Director of Marketing, Pune  
3rd Floor, New Central Building,  
Pune – 411 001.**

We hereby confirm and declare that we, M/s .....  
is not blacklisted / De-registered / debarred by any World Bank funded Project / Government  
department / Public Sector Undertaking / Private Sector / or any other agency for which we have  
Executed / Undertaken the works / Services during the last Three years.

Signature and Seal of Authorised Signatory of bidder

Name of Authorised Signatory .....

## Financial Capacity Certificate

(On CA's Letter Head)

### To WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. .... is having registered office at address ..... The turnover of the M/s. .... from the business for the three financial years based on the audited financial statement is as under.

Sr. No.	Financial Year	Turnover in Rs. Lakhs
1	2019-20	
2	2020-21	
3	2021-22	
	Average Turnover	

The above information / figures are true and authentic to the best of my knowledge and belief. I / We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of bid at any stage, besides liabilities towards prosecution under appropriate law.

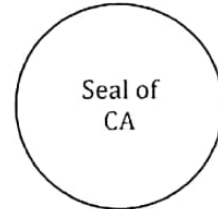
Signature of Chartered Accountant

Name of CA / CA firm :-

Registration No. :-

Date :- / /20

Place :-



**Bidder should submit compliance Report along with the quotation  
on Bidder's letter head.**

**Compliance Form**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Details to be filled in by the Bidder</b>
1	Name of the Bidder Contact Person Mob. No.	
2	Regd. office / Business address of the Bidder  Tel. No. <b>(Attach copy of registration under shop &amp; establishment Act / Light Bill / Telephone Bill / Rent Agreement)</b>	
3	Date of Incorporation / Constitution.	
4	PAN No. of the Bidder <b>(Attach a copy of the PAN Card)</b>	
5	GST No. of the Bidder <b>(Attach a copy of the GST registration)</b>	
6	Whether the bidder has minimum 6 months experience in providing tourist vehicles to the Government Sector / semi government / corporation / commercial establishment / large private sector companies <b>(Attach copy of Work Orders)</b>	
7	Whether the bidder has minimum 3 tourist vehicle registered on his name & model should not be earlier than year April 2018 <b>(Attach Proof of ownership of at least three tourist vehicle)</b>	
8	Whether the Bidder has achieved in at least one year an annual financial turnover not less than Rs 5.00 lakh in the last three financial years. <b>(Attach copy of Turnover certificate issued by Chartered Accountant / Certified ITR)</b>	

Signature of authorised person  
Name: \_\_\_\_\_

Office Stamp / Seal