HON.BALASAHEB THACKERAYAGRI-BUSINESS AND RURAL TRANSFORMATION PROJECT(SMART)

District Implementation Unit, (DIU), Pune

Ref No. SMART/Diu pune/ RFQ/Vehicle/ 402/2023 Date:-16/1/2023

INVITATION FOR QUOTATIONS

To,

Prospective Bidders,

Sub : Invitation for quotation for hiring of vehicles on Call Basis for Office Of District Implementation Unit, (DIU), 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.

2. ***Head,* District Implementation Unit, (DIU) & Project Directior ATMA, Pune** (herein after 'Client') Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project now invites competitive quotation forproviding vehicles on call basis for the period of one year.

   On call basis for local and Out station use
   1. Swift Desire/ Zest/ Etios or equivalent (All AC)
   2. Xylo/ Bolero/Scorpio /Ertiga (All AC)
   3. 20 Seater Bus (All AC)

   Client will 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 &12Hrs 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 not less than60 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 one tourist vehicleregistered on his/her name & the model should not be earlier than January 2019.
d) Bidder should have achieved in at least one year an annual financial turnover not less than Rs-10 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
b) Bid security declaration (in attached format)
c) Registration certificate of at least One tourist vehicle
d) Turn over certificate issued by the chartered Accountant/ITR Copy/Balance sheet
e) Supply orders and invoice copies (with respect to clause 5a)
f) Agency should submit compliance Sheet along with the quotation on agencies letter head. (in attached format)
g) The declaration that the bidder is not black listed/banned by any government organization/PSUs. (in attached format)

7. Other Terms & Condition –

a. The agency should have minimum **1 tourist**vehicle registered in its name &model should not be earlier than year **2019.**
b. The agency 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. Vehicle may be required any working or Sundays & other holidays on demand.
e. Driver to be provided must possess valid driving license having minimum three years' experience. The agency 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.
f. 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.
g. The Client will not be responsible for any loss, injury, damage or accident to the vehicle or to any other vehicle.
h. The agency should have the arrangements for repairing their vehicle in a short time and during the repair time the agency should provide a substitute vehicle and driver immediately.
i. The telephone facility (24 hours) must be available with the agency. The agency shall pay the Parking charges/ Toll charges during the travel and the same shall be reimbursed by Client to the agency on raising of the monthly bill.
j. Clientwill pay applicable GST to the agency.
k. Applicable tax would be deducted at source.
l. A penalty of Rs. 2000/- per day may be levied if any vehicle fails to meet above terms and conditions on any day.

m. Rates quoted should be valid for a period of one year 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.

n. The successful bidder will have to enter into an Agreement for one year on Rs. 500/- Non-judicial paper. However, Client reserves the right to cancel the Agreement at any time without assigning any reasons whatsoever.

o. The contract will initially be for a period of **One year** which may be extendable further up to six months on rendering satisfactory services without changing existing agreed norms.

p. Agency 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.

q. Minimum charges will be paid if running of the vehicle is less than the agreed norms.

r. The agency 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.

s. Client will not be responsible or liable in case of any dispute arising between the agency and the drivers employed by the agency and no relationship of Employer and Employee shall come into existence between the Client and the agency or drivers for which all responsibilities shall vest with the agency alone.

t. Client reserves the right to terminate this arrangement without assigning any reasons thereof, by serving on the agency a notice of one month to this effect, and on the refusal of the agency 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 agency recorded with the client where after it shall be deemed to have been served to the agency. Client shall also be entitled to appoint any other person, firm or company at its discretion to perform the job entrusted to the agency after termination of the arrangement. Provided that the termination of the arrangement, as aforesaid, shall not absolve the agency of its liability regarding vehicle hiring arrangements already entrusted to it in accordance with the direction of the client.

u. In case of any dispute arising out / relating to interpretation of terms of conditions or functioning of the agency vis-a-vis the client shall be the sole authority to decide the arbitrator in accordance with the Indian Arbitration Act 1940. The agency 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
b) All legal disputes relating to the supply and installation etc. are subject to the jurisdiction of court of law at District Pune.

10. Evaluation of Quotations

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

a) Notwithstanding the above, the SMART Project 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 Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply/ work order.

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 11:30 AM **on 02/02/2023** at office of **District Implementation Unit, (DIU) , pune, Krushibhavan , 2nd Flour, N.T. Wadi, pune- 411005**

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 biddersrepresentatives who choose to attend at above mentioned address on02/02/2023 at 12:00 Noon

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

(Punam Khatavakar)
Head ,
District Implementation Unit, (DIU) Cum
Project Director ATMA, Pune

FORMAT OF QUOTATION
(On bidder's Letter head)

Date:-

To,
Resp.Head ,
District Implementation Unit, (DIU) Cum
Project Director ATMA, Pune

Subject:- Invitation for quotation for hiring of vehicles on Call Basis for Office Of District Implementation Unit, (DIU), Pune.

Ref - Your Request for Quotation SMART/Diu pune/ RFQ/Vehicle/402 /2023 dated 16/1/2023

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	Swift Desire/ Zest/ Etios or equivalent (All AC)	Minimum Distance Kms.80 &12Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12Hrs	Hours	4		
2	Xylo/ Bolero/Scorpio /Ertiga (All AC)	Minimum Distance Kms.80 &12Hrs	Vehicles	2		
		Rate per km above 80 K.M.	KM	50		
		Rate for extra hours above 12Hrs	Hours	4		
3	20 Seater Bus	Minimum Distance Kms. 200 &24 Hrs.	Vehicles	2		
		Rate Per Km above 200 Km.	KM	100		
		Rate For extra hours above 24 Hrs	Hours	4		
	Total Amount of B(Excluding GST)					

B) Call basis for out station -

SR NO	Vehicle	Terms	U/M	Qty. Per Month*	Rate/ Unit	Total Amount Per Month
1	Swift Desire/ Zest/ Etios or equivalent (All AC)	Minimum Distance Kms.300 &24Hrs	Vehicles	4		
		Rate per km above 300 K.M.	KM	100		
2	Xylo/ Bolero /Scorpio /Ertiga (All AC)	Minimum Distance Kms.300 &24Hrs	Vehicles	4		
		Rate per km above 300 K.M.	Km	100		
	Total Amount of B (Excluding GST)					
	Total Amount per Month i.e. A + B (Excluding GST)					

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.

Signature of authorised person
Name:_____
Agency Office Stamp/Seal

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

Date: *[insert date]*

RFQ/ Tender Ref No.: *[insert number]*

To,
Resp.Head ,
District Implementation Unit, (DIU) Cum
Project Director ATMA, Pune

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 **District Implementation Unit, (DIU) ,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:_____
Agency Office Stamp/Seal

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

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

Date: *[insert date]*

RFQ/ Tender Ref No.: *[insert number]*

To,
Resp.Head ,
District Implementation Unit, (DIU) Cum
Project Director ATMA, Pune

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 5 years.

Signature and Seal of Authorized Signatory of bidder
Name of Authorized Signatory.....

Agency should submit compliance Report along with the quotation on agencies letter head.

Sl.No.	Particulars	Details to be filled in by the Agency
1	Name of the Agency / Contact Person	
2	Regd. office/Business address of the Agency/ Tel. No. ***(Attach copy of registration under shop & establishment Act)***	
3	Date of Incorporation / Constitution.	
4	PAN No. of the Agency **[Attach a copy of the PAN Card]**	
5	GST No. of the Agency **[Attach a copy of the GST]**	
6	Whether the agency has minimum 6 months experience in providing tourist vehicles to the Government Sector/ semi government /corporation / commercial establishment/large private sector companies **(Attach copy of Work Orders)**	
7	Whether the agency has minimum 1 touristvehicle registered on his name & model should not be earlier than year 2019**(Attach Proof of ownership of at least one tourist vehicle)**	

Signature of authorised person

Name:_____

Office Stamp/Seal