

UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT

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Office of the Estate Officer
Udyanagiri, Near Simikeri Cross
Bagalkot – 587104

No: EO/UHSB/TN-161/2019-20

Date: 06.09.2019

Tender Notification

Tender has been invited from registered Contractors / agencies, for hiring of vehicles to officials of the University. The details of the tender can be had through e-Procurement portal (<http://eproc.karnataka.gov.in>). The details of the tender is as below. For more details please contact 9740875426, 7090235426 during office hours.

Sl. No.	Name of work	Period	EMD Rs.	Class of contractor
1	Availing the services of vehicles on hire basis for officials of the University of Horticultural Sciences, Bagalkot under annual rate contract.	12 Months	10,000/-	Vehicle hirers
2	Availing the services of vehicles on hire basis for officials of the College of Horticulture, Bengaluru under annual rate contract.	12 Months	10,000/-	Vehicle hirers
3	Availing the services of vehicles on hire basis for officials of the College of Horticulture, Mysuru under annual rate contract.	12 Months	10,000/-	Vehicle hirers
4	Availing the services of vehicles on hire basis for officials of the College of Horticulture, Kolar under annual rate contract.	12 Months	10,000/-	Vehicle hirers
5	Availing the services of vehicles on hire basis for officials of the CHEFT, Haveri under annual rate contract.	12 Months	10,000/-	Vehicle hirers
6	Availing the services of vehicles on hire basis for officials of the HRS, Tidagundi (Vijayapur) under annual rate contract.	12 Months	10,000/-	Vehicle hirers
7	Availing the services of vehicles on hire basis for officials of the KRC, College of Horticulture, Arabhavi under annual rate contract.	12 Months	10,000/-	Vehicle hirers
8	Availing the services of vehicles on hire basis for officials of the College of Horticulture, Bidar under annual rate contract.	12 Months	10,000/-	Vehicle hirers
9	Availing the services of vehicles on hire basis for officials of the College of Horticulture, Koppal under annual rate contract.	12 Months	10,000/-	Vehicle hirers
10	Availing the services of vehicles on hire basis for officials of the HEEU, Yadgiri under annual rate contract.	12 Months	10,000/-	Vehicle hirers

SCHEDULE OF EVENTS

1	Last Date and time for Tender Queries/ Clarification	12.09.2019	Up to	16.00Hrs
2	Last Date & Time for receipt of Tenders	09.10.2019	Up to	16.00Hrs
3	Date & Time for Opening of Technical Bid.	12.10.2019	Up to	16.00Hrs
4	Date & Time for Opening of Financial Bid	14.10.2019	Up to	16.00Hrs

NOTE : The bidders shall get updated / acquainted with **ADDENDUM / CORRIGENDUM** (if any) issued on-line from time to time on the e-Procurement portal during the entire tender process.

Technical Conditions:

1. The tenderer shall enclose copy of valid firm / agency registration certificate
2. The tenderer shall enclose PAN card.
3. The agency shall enclose valid GST registration certificate and returns submitted details for last six months.
4. The agency shall submit the turn over certificate of the last three years i.e., 2015-16, 2016-17 and 2017-18 duly certified by the chartered accountant. The financial turnover shall be minimum of Rs.5.00 Lakhs in any one year in the preceding three years i.e. 2015-16, 2016-17 and 2017-18.
5. Income tax returns shall be attached for the years 2015-16, 2016-17 and 2017-18.
6. The agency shall enclose work done certificate. Enclose certificate issued in this regard by the Head of the institution of Government / semi Government / Quasi Government / Autonomous bodies. (Certificates issued by private organizations will not be considered).
7. Financial bid (Upload duly filled and discharged financial bid format enclosed)

General Terms and Condition:

- 1) The financial bid will be opened for such agencies those who have eligible in technical criteria and points scored in Annexure-I.
- 2) The agency need to upload the total average amount obtained than part A, B & C of ANNEXURE-II and the financial bid will be finalized based on the rates quoted in financial bid column of the tender. Also agency need to upload the ANNEXURE-II copy duly filled.
- 3) All vehicles to be provided shall be latest versions purchased after 2014 and all drivers deployed for service shall have minimum 5 years experience of driving with valid Driving License.
- 4) The Agency shall provide vehicles which are in perfect running condition, having clean and neat upholstery and body.
- 5) The Travel Agency shall provide vehicles from their own resources.
- 6) All taxes, insurance charges and other statutory levies that are payable therein shall be paid by the Travel Agency for the vehicles deployed for service. All vehicles shall be yellow board, with valid permit to run as hired vehicles.
- 7) The Travel Agency shall make the vehicles available to UHS, Bagalkot for a minimum period as per the schedule mentioned in the rate chart in a day, as per the timings laid down by UHS, Bagalkot.

- 8) The Travel Agency shall keep up the timings and in case of any breakdown of vehicle due to any other unavoidable circumstances, the agency shall arrange for alternate transport at his own cost and ensure that the work of UHS, Bagalkot does not suffer.
- 9) Agency will be responsible to keep the vehicles in good running condition and arrange for its periodical maintenance and daily cleanliness.
- 10) The Travel Agency shall not use the vehicles under any circumstances for monetary gains except for UHS, Bagalkot works and he shall not carry other passengers other than those authorized by UHS, Bagalkot.
- 11) UHS, Bagalkot reserves the right to modify or change the routes and stoppages, timings or any other issues related to services which it feels is necessary for its operation.
- 12) The driver of the vehicles shall be well trained, experienced and shall possess valid driving licenses, badge for driving public vehicles. The Driver shall be medically fit for driving such type of vehicles.
- 13) The driver should necessarily know Kannada and should be able to converse either in Hindi or English.
- 14) The vehicles shall be equipped with a stepney, a set of tools, first aid box and other necessary required items.
- 15) The Travel Agency shall strictly follow all instructions, procedures, rules and regulations laid down by the transport dept. The contractor shall solely be responsible to pay any penalty or any other type of punishment due to negligence, ignorance or willful action of the driver.
- 16) UHS, Bagalkot shall have no responsibility for any damage to the vehicles due to accidents or any other reasons whatsoever including act of God, civil commotion, fire, floods or any other natural or man made calamities and shall have no liability to pay compensation in any manner to anybody, individual or to any government or other statutory agencies. The Travel Agency shall solely be responsible under all such circumstances.
- 17) In case of accidents or any damages to the vehicles, property, people or whatsoever, any claim from public or any party arising out of or in the course of operating the vehicles, the responsibility shall rest with Travel Agency, University shall in no way be held responsible.
- 18) In case of any damage or any type of injury caused by driver to the property or personnel of the UHS, Bagalkot, during the contract period, the Travel Agency shall compensate all the expenses incurred by UHS, Bagalkot.
- 19) UHS, Bagalkot will not be responsible for any loss or damages due to fire, theft etc., to the vehicles when the vehicle is parked either in UHS, Bagalkot campus or other places.
- 20) Any disputes arising out of this contract shall be settled by mutual discussion. In the event of dispute being unresolved, the decision of the Vice chancellor, UHS, Bagalkot shall be final and binding on both the parties.
- 21) The type of vehicles required will be decided by UHS, Bagalkot based on the number of passengers. UHS, Bagalkot reserves the right to increase or decrease the number of vehicles as per the requirements of the Institute.
- 22) Agency shall agree upon to replace defective vehicle and any driver who is undesirable on request of the University within 24 hours of time.

- 23) UHS, Bagalkot reserves the right to cancel trips altogether and / or to change capacity of any or all trips.
- 24) If any vehicle is not being used for the designated trip, UHS, Bagalkot reserves the right to redeploy those vehicles for other trips.
- 25) UHS, Bagalkot reserves the right to reduce or increase the distance for any or all trips and pay as per Km. rate as per the lowest quoted rate by the successful bidder.
- 26) Any act of commission or omission which jeopardizes the safety / security of the UHS, Bagalkot, the contract will be terminated without any notice. The contractor will be levied penalty by UHS, Bagalkot and any expenses incurred towards the work that need to be discharged by the UHS, Bagalkot on account of this shall be recovered from the contractors bills. The recommending authority will be the Officer-in-Charge and the decision of the Estate Officer, UHS, Bagalkot will be final and binding on both the parties in this regard.
- 27) The liquidated damages clause will be applicable at the rate of 1% amount payable to the agency or actual loss incurred to UHS, Bagalkot whichever is higher on the monthly bill value in the event of mismanagement, non-fulfillment of contractual obligations or any other reason which in the opinion of UHS, Bagalkot, has affected its day to day operation.
- 28) The imposing of liquidated damages or termination of the contract will be absolutely at the discretion of the Estate Officer, UHS, Bagalkot.
- 29) The successful bidder will be required to sign an agreement on Rs. 200/- non-judicial stamp paper with 2 witnesses.
- 30) The payment will be made within 30 days from the date of submission of valid bills.
- 31) All the drivers should possess cell phone for a proper communication.
- 32) The drivers are not to demand any money from the users, either as parking fee toll, interstate permit or any other. Parking fee, toll, interstate permit or any other fees will be reimbursed by UHS, Bagalkot if valid receipt is produced.
- 33) The drivers need to obey the instructions given by users as to the usage of the vehicle even after the specified timings in the work order as provisions are also made for extra kilometers and extra hours.
- 34) In case of any break down of the vehicle while performing the duties, the matter need to be informed to the Travel Agency and need to make alternate arrangement. In case of any accident the driver shall inform the matter immediately to the Travel Agency, to take immediate action for medical aid to the patient and to lodge complaint with local police station.
- 35) All the vehicles need to be parked only at parking area on the campus.
- 36) The start and end point for all the trips, distance will be calculated from the starting point of office of the agency with a maximum of 10 KMs allowances.
- 37) The Successful tenderer has to deposit 5% of contract price as a security deposit before execution of agreement in the form of DD / FDR drawn from any scheduled bank drawn in favour of Comptroller, UHS, Bagalkot.
- 38) The agency shall give preference to the drivers already working on the contractual basis in the University.

- 39) The pick-up and dropping hours shall invariably at 8-45 AM and 5-00 PM for the Officers of the University. However, these timings will be altered as per the instructions of the Officers with a due communication to the drivers.
- 40) The agency shall produce information on payment of EPF, ESI etc payable to the staff deployed by him every month for release of payment of service rendered in the previous month, failing which no payment will be released to the agency in the event of non-compliance to the above condition.
- 41) The Officers will avail the vehicle under General Pool for proceeding the outstation tours if need be. The agency shall agree to provide the vehicle as per tariff finalized under General Pool.
- 42) The vehicles and drivers provided under the Officers pool on monthly basis (Part-C) shall not be changed for entire month without prior approval of the users. A penalty of Rs. 1000.00 per change of either vehicle or driver shall be imposed in such event. This shall be binding on the agency.
- 43) Feedback shall be collected from Officers randomly every month. Three negative feedbacks in a month will entail in penalty of Rs. 10,000.00. Further, three such penal action will entail in cancellation of tender.
- 44) During tender period (Performance period) any variation in fuel and other charges shall be borne by the bidder / Agency.
- 45) The agency need to quote for the tender separately for District wise i.e Bangalore, Mysore, Kolar, Haveri, Bagalkot/Vijayapur, Belgaum, Bidar, Yadagiri, Koppal.

For more details, please contact Mobile No: 9740875426, 7090235426 and visit the link <http://eproc.karnataka.gov.in> for detailed tender notification. Also visit the university website www.uhsbagalkot.edu.in for viewing the tender notification.

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