

डॉ हरीसिंह गौर विश्वविद्यालय, सागर
(केन्द्रीय विश्वविद्यालय)

**DR. HARISINGH GOUR VISHWAVIDYALAYA,
SAGAR (M.P.)**
(A CENTRAL UNIVERSITY)

**TENDER FOR SUPPLY OF VECHICLE ON
HIRE BASIS FOR OFFICE OF**



Tender Fees : Rs. 1000/- (One Thousand Only)

2015

डॉक्टर हरीसिंह गौर विश्वविद्यालय, सागर (म.प्र.)
Dr. HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M . P .)
(A CENTRAL UNIVERSITY)

No. S&P/ 2015/Hiring of Veh./735/02

Dated : 23-12-2015

Subject:- Hiring of Commercial Vehicles (with AC/Non AC facility) for the official use in the Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) - on rate contracts basis- reg.

SEALED TENDERS are invited from reputed Tours and Travel Agencies / Firms having **an annual turnover of Rs. 10 lakh** or more for the last two years (during each year) in the business of tours and travel / taxi operation, for hiring of commercial vehicles (with AC/Non AC facility) for official use of the Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.).

1. Instructions to the tenderers

Tenders will be in two bid system (i) Technical Bid & (ii) Financial Bid. The 'Technical Bid' will be made and put in the first envelope containing the title 'Technical Bid'. It should contain full information as required in Annexure-I. The 'Financial Bid' will be made and put in a second envelope containing the title 'Financial Bid'. It could include full information as required in Annexure-II. Both bids should be put in a third envelope which should be prominently superscripted as "TENDERS FOR HIRING OF COMMERCIAL VEHICLES (WITH AC/NON AC FACILITY)" and addressed to the Registrar DR. HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.). It should be **sent by speed/Regd Post** to the the **Office of the Asstt. Registrar, Store & Purchase Section Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) on or before 11.01.2016 up to 05.30 P.M. University will not be responsible for any postal delay.** In the event of this procedure not being followed, the bid will be summarily rejected. The 'Technical Bid' will be evaluated first. The 'Financial Bid' will be evaluated only if the tenderer's 'Technical Bid' is found satisfactory in all respect by the tender committee. The tenderer will have no rights whatsoever to insist that his 'Financial Bid' be evaluated in the event of the tender committee rejecting his 'Technical Bid' as unsatisfactory. The tenders will be opened on 12.01.2016 at **2.00 PM**. Interested firms or their authorized representatives who wish to be present at the time of opening of the quotations may remain present.

2. Period of Contract

The contract will be for a period of one year which can be extended further subject to satisfactory performance of the contractor and will also depend upon the price trend for the services/products in the market on the date of extension.

3. Scope of Work

- i) The University requires approximately 05-08 vehicles at a time as per the specification given in annexure 2B. All the vehicles will be of AC/Non AC type. The number of vehicles may increase or decrease at the discretion of the **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** office. The type/make of vehicle to be hired will be the sole discretion of the **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)**.
- ii) The vehicles to be supplied should be in excellent condition mechanically as well as get-up wise, i.e. outer body / upholstery etc. should be decent looking.
- iii) The owner/firm should be in a position to supply vehicles on short notice as and when needed.
- iv) The owner/firm should be available round the clock on his own direct telephone (office as well as residence) so as to respond to the call for taxis in emergent cases. The Mobile Number must also be given. The firm should be able to provide vehicles on holidays / Sundays also.
- v) The rates for hiring of vehicles should be quoted for 2400 kms and 300hours (6 days in a week) per month. The vehicles may be required on Sundays/holidays for official purpose like meetings, conferences etc. On these occasions the vehicle/driver may be changed at the convenience of the service provider.
- vi) The vehicle with the Driver would be placed at the disposal of this Office as and when required. This Department would be free to use the hired vehicle in any manner for carrying officials, material etc. as per its requirements and the firm will not have any objection to it.
- vii) It must be noted that vehicles should have the permit to go to M. P. and out of M.P. as and when required for the University.
- viii) **Actual parking charges/toll taxes, entry taxes/inter-state for journeys/ service taxes will be reimbursed along with the hiring charges bill. The bills raised by the firm should have all tax registration numbers printed on the bills.**
- ix) 24 hours/round the clock telephone/mobile phone facility must be available with the transporter / agency.

4. Eligibility Criteria

- i) The firms should have at least 5 years of experience in the tour and travel business in providing vehicle / taxi in the Government Sector and should have an

annual turnover Rs. 10.00 lakh or more for the last two years. For proof of the turnover the bidder must enclose copies of TDS certificates issued by the concerned Department or audited balance-sheet and profit & loss account issued by Chartered Accountant.

- ii) The firm should also have Service Tax No./TIN No. and PAN card issued by Income Tax Department.
- iii) Firm/owner should be in existence since last 5 years on 31 Dec. 2015 submit relevant registration Certificates in support.
- iv) Firm /owner should have valid registration in there name of at least 8 vehicles Submit copy of registration (As per Annexure 'A')
- v) Bid Security (EMD in original) for Rs. 20,000/- should be enclosed with technical bid as annexure-I
- vi) An undertaking must be submitted as per enclosed Annexure –III with technical bid

5. Earnest Money Deposit

The tenders should be accompanied by Earnest Money Deposit (interest free) of Rs.20,000/- (Rupees Twenty Thousand only) in the form of Account Payee Demand Draft from any of the commercial banks in an acceptable form, drawn in favour of **Registrar, Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)**, without which the tenders will not be considered. The earnest money will be returned to all the unsuccessful tenderers after finalization of the Contract.

6. Security Deposit

The successful bidder shall give Security Deposit (interest free) in the form of Account Payee Demand Draft from a commercial bank amounting to Rs. 1,00,000/- in favour of the **Registrar, Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** The Security Deposit will be refunded only after the expiry of the contract. This deposit is liable to be forfeited, if during the period of contract the services of the contract are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the contractor or his employees. This forfeiture will be in addition to any action by the Department that the contractor firm may invite upon themselves due to any of the reasons specified above.

7. Terms and Conditions

- i). **There will be no dead mileage.** The kilometer age for the purpose of "vehicle run" and "hours of duty" shall be reckoned from the point of reporting for duty to the point of vehicle released.
- ii) No mileage will be allowed to drivers for lunch / breakfast or for drawl of petrol / diesel / CNG etc.
- iii) Rate has been called for 2400 km & 300 hours per vehicle per month. This office has proposed to engage approximately required vehicles per month vehicle is hired for 15 days or more in a month but not for full calendar month payment will be made on pro-rata basis. If the vehicle is hired for less than 15 days, payment will be made as per rates for a day.
- iv) The rates as decided at the time of award of contract will remain fixed during the period of contract.
- v) The vehicles should be in excellent condition mechanically as well as get-up wise, i.e. outer body / upholstery etc. should be decent looking. The vehicle should be provided perfumes all the time as well as perfect working condition and are well maintained during the contract period. None of the vehicles supplied should be registered prior to 2010. Proof of the same may be provided at the time of contract.
- vi) Copies of **Registration Certificates** and insurance in respect of vehicles to be deployed shall have to be provided to this **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** at the time of finalization of contract.
- vii) The drivers of the taxis should be professional drivers and should be fully conversant with the routes of SAGAR especially Central and South SAGAR areas around Central Secretariat and should possess valid driving license in his name. The drivers will always be in uniform and they must be well conversant with the areas and routes around Central Ministries. He should have at least three years' of experience of driving. Drivers not found upto the mark as per above condition will not be accepted and penalty of Rs.500/- on each occasion will be imposed. The driving license of drivers should be produced at the time of contract.
- viii) The owner/firm should be in a position to provide standby vehicle in case of any breakdown.
- ix) All expenses will have to be borne by the firm in case of breakdown of the vehicle supplied. Replacement of the breakdown vehicle will have to be provided within one hour.
- x) The owner/firm should be available round the clock on his own direct telephone/mobile phone (office as well as residence) so as to respond to the call for vehicles in emergent cases. The firm should be able to provide

- vehicles on holidays / Sundays also.
- xi) All the charges towards repair/servicing, salary of the Driver, petrol and any other incidental expenses on operations & maintenance of the hired vehicle would be borne by the contracted tenderer.
 - xii) The vehicle would be insured in all respects by the contracted tenderer. In case of any accident or theft etc. all the claims arising out of it will be met by the Agency and this Department shall not be liable in any matter whatsoever. Copies of insurance cover in respect of vehicles to be deployed in Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) shall have to be furnished at the time of contract.
 - xiii) The vehicle with the Driver would be placed at the disposal of this Department. This Department would be free to use the hired vehicle for carrying officials, documents, stationary etc. as per its requirements and the firm will not have any objection to it.
 - xiv) The vehicle would be used by this Department for a minimum of 10 hrs on each day, when the vehicle is hired. The hired vehicle could be used on any day beyond 10 hrs., if required.
 - xv) If required the Department may hire vehicles on daily basis also. The mode of hiring of vehicles i.e. on monthly basis or daily basis would be at the sole discretion of the Department as per requirement.
 - xvi) In case the vehicle provided to this Department breaks down, during the period of hire, the firm will immediately provide replacement.
 - xvii) Tenderers may please quote their unconditional rates strictly in the attached proforma. Cutting/overwriting, if any, compulsorily needs to be countersigned.
 - xix) Actual parking charges/toll taxes, entry taxes/inter-state for journeys/service taxes will be reimbursed along with the hiring charges bill. The bills raised by the firm should have all tax registration numbers printed on the bills.
 - xx) No advance payment, in any case, would be made to the firm.
 - xxi) The firm will obtain the duty slips every day duly signed by the officer and will maintain the log book also daily.
 - xxii) The Bills for hiring of vehicles would be submitted after the completion of the, month. Bills for supply of commercial vehicles (with AC facility) for any month along with signed duty slips and Log-sheets by the users shall be preferred in the first week of the following month to the Under Registrar, Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)
 - xxiii) The customer's list of Ministries/Departments/ PSUs etc. who have contracted your firm for hiring of vehicles may be enclosed while submitting quotation. .

- xxiv) The Drivers must be decently dressed in uniform and cap with black shoes, proficient in speaking local languages, well mannered, courteous with proven integrity, healthy personal habits and **should always carry a mobile phone** with him. In the event of misbehavior on the part of drivers the Department shall impose penalty as deemed fit on the firm.
- xxv) The **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** will not be responsible for any challan, loss, damage, fine or accident to the vehicle or to any other vehicle or injury. These will be borne by the contractor himself.
- xxvi) The EMD will stand forfeited if the successful bidder withdraws or on notifying the rates, refuses to accept the tender or violate any other terms & conditions of the tender.
- xxvii) The daily record (indicating time and mileage) for each vehicle separately shall be maintained in the Log Book for each vehicle.
- xxviii) The vehicle will be provided/ supplied on demand by the Employee. Student or their parent hereafter called as "user" for official work or private work as when required.
- xxix) Vehicle shall have comprehensive insurance covering and passengers all.
- xxx) Vehicle shall not be less than as specified in annexure 'A' or equivalent and as approved by compliant authority of the University. The vehicle shall be always in road worthy condition with neat and clean seat covers along with spare tyres, tools and kits for petty repairs and replacement of tyres, Seat covers shall be periodically washed and changed.
- xxxi) All the necessary document of the vehicle and the driver will be the responsibility of travel agencies/ firm/owner and shall be maintained as per RTO/ DTO Norms/ Regulation. Vehicle Road Tax/ Insurance/ Service Tax and any other tax (Central State) as applicable from time to time, shall be borne by the travel agencies/ firm. Vehicle Road Tax and insurance (comprehensive) or any other necessary obligation shall always be kept updated.
- xxxii) Vehicle may be engaged on Holidays and nothing extra shall be paid on that account.
- xxxiii) Once the vehicle is booked as agreed at the time of booking, the travel agencies/firm/owner should provide the same kind of vehicle. If travel agencies/firm send a higher grade of vehicle, he will have to operate it under the same charges as applicable to the vehicle that was agreed upon. But travel agencies/firm/owner provide lower grade vehicle the user may ask for replacement. If user used the vehicle the charges will be paid as per grade of vehicle provided.

- xxxiv) Non AC charges will be applied even if an AC vehicle is used but AC is not used/on.
- xxxv) Travel agencies/firm/owner will have to inform and take prior permission from the University, if he acquired any other kind of new vehicle and wants extend its service; payment will be made according to the grade for which permission has been granted.
- xxxvi) If travel agencies/firm/owner fails to provide vehicle for more than 5 demands in a month the work order shall be liable to be terminated.
- xxxvii) University will not be responsible in any accident or any other incident happens on duty.
- xxxviii) Employment of driver shall be responsibility of the travel agencies/firm/owner. Driver's salary, allowances, Uniform expenses and any other expenses shall be borne by the travel agencies/firm. The driver shall have valid driving license and should have good conduct, non-alcoholic, time bound, neatly dressed, disciplined and preferably to have workable knowledge of Hindi (Other than his mother tongue). The driver has to be replaced immediately when considered necessary by officials of Vishwavidyalaya.
- xxxix) All the vehicle drivers should carry identity card issued by the travel agencies/firm/owner and show when demanded.
- xl) To attend urgent requirements travel agencies/ firm /owner may be called upon to arrange vehicle at a short notice even on off days / holidays / beyond normal working hours. And nothing extra shall be paid.
- xli) In case of increase of prices of petrol / diesel, no extra payment shall be admissible for the agreement period of 12 months.
- xl ii) Near relative of university staff is not allowed to participate in Quotation. The agencies/ firm/owner/contractor should provide an undertaking for the same.
- xl iii) An agreement will be made on non judicial stamp paper of statutory requirement. The Contract/Agreement shall be valid initially for 12 month; however it can be terminated with one-month prior notice by either party. The period for hiring of vehicle can be further extended by mutual agreement by both the parties on the same rates and terms & conditions.
- xl iv) In case of any dispute, the final disposal will be, by the Registrar Dr. Harisingh Gour Vishwavidyalaya, Sagar and subject to Sagar jurisdiction. In case of dispute/ arbitration, the obligation of Registrar and the contractor/ vehicle owner shall not be altered. The travel agencies/firm/owner shall not be entitled to suspend the services during this period unless and until he is directed to do so by the Registrar Dr. Hari Singh Gour Vishwavidyalaya,

Sagar. The payment to the contractor shall continue to be made in the term and conditions of the contract agreement.

- xliv) Bids should be clear and complete in all respects. Those with ambiguous or conditional clauses shall be summarily rejected.
- xlvi) **Conditions for the acceptance:** Quotation will be accepted on composite quote basis for all type of vehicle as mentioned in the advertisement.
- xlvii) The **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** reserves the right to cancel the contract at any time without assigning any reasons whatsoever
- xlviii) Nothing extra shall be paid for distance covered from Garage to the duty start or end point.

8. Penalty Clause

- i) In case a vehicle is requisitioned and the same does not reach at the appointed time and juncture, the **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** will be free to call another vehicle from the open market and the expenses on this account will be deducted from the pending Bills/ Security etc. **Besides, a penalty of Rs.500/- per day would be imposed for every such lapse.**
- ii) The firm will ensure that vehicles and the drivers are not normally changed. Frequent changes of vehicles and drivers will not be permitted. A penalty of Rs.500/- will be imposed every time if driver is changed more than once in two month's time without any valid reason.
- iii) In case of delay in reporting, a penalty of Rs.200/- per 30 minutes delay shall be imposed.
- iv) A penalty of Rs.500/-per day per vehicle may be levied if any vehicle fails to meet the above terms and conditions on any day. Vehicles supplied by the firm will be regularly inspected by nominated Officers for the purpose and in case of non-compliance of any of the conditions, if brought to the notice by the users or the inspecting Officer, a penalty of Rs.500/- on each fault will be imposed.
- v) **Major Penalty** - Forfeiture of Performance Security in full (for any defect pointed out and not rectified in one week).

9. Risk Clause

University reserves the right for termination of contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other agency at the cost, risk and responsibilities of the bidder and excess expenditure incurred on account of this will be recovered by the department from his security deposit or pending bill or by raising a separate claim. The security deposit shall also be forfeited to the Department in case of termination.

10. Arbitration Clause

University reserves the right to cancel the tender or modify the requirement, cancel the contract and settle any dispute that may arise in accordance with the provisions of Arbitration & Conciliation Act, 1996.

Registrar,
Dr. Harisingh Gour Vishwavidyalaya,
Sagar (M.P.)

TECHNICAL BID

1.	Name of the firm / company / Agency (Registration No. and Certificate of Registration to be provided)		
2.	Complete Address & Telephone Number.		
3.	Location of the Garage with telephone no./mobile no. and address from where vehicles will be supplied.		
3A.	Size of the Garage (sq. feet) (ownership/lease document to be provided)		
4.	Whether EMD of ~ 20,000/- enclosed in the form of Bank Draft / Pay Order		
5.	Proof of Annual Turn Over in the above mentioned work not less Than Rs.10 Lakh per annum in each of the last two years: 2013-14 2014-15 (Proof required to be enclosed in the form of TDS certificates or audited balance sheet and profit & loss A/c issued by Chartered Accountant for both the years)		
6.	Number of years of experience in providing vehicles in the Government Sector.		
7.	Name & Address of the Departments / Ministries and other organisations where, at present, taxies are engaged on regular / monthly basis (self certified duly stamped copies of contract letters be attached).		
8.	PAN of firm (copy enclosed)		
9.	15 Digit Service Tax Code No (enclose document)		
10.	Name, Address & Telephone Number of the proprietor		
11.	PAN. of Proprietor (Copy enclosed) *		
12.	Annual Income Tax Return for three years (Copies to be enclosed)		
13.	Details of Registered Vehicles (copy of R.C. as proof to be enclosed)		

Note: Please enclose the documents required above failing which tender may be rejected.

* Relevant documents to be attached.

(Signature with name & address)

ANNEXURE 'II'

**Quotation for the provision/supply of vehicle on hiring basis
for the office of Dr. H. S. Gour Vishwavidyalaya, Sagar (M.P.)**

S.No.	Name of Vehicle	Description of Item	Unit	Rate (In Rs.)		
				A.C.	Non A.C.	Remark
1	Providing/supplying vehicle (not less than Tata Indica, Vista or other equivalent vehicle) as and when required on hire basis including services of driver.					
		i. From University to Sagar Railway Station one Side including one hrs. waiting	Vehicle			
		ii. From University to Sagar Bus Stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 Km run and engage up to 10 Hours a day	Vehicle			
		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			
		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and up to 450 km run and 8 hours waiting	Vehicle			
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			
		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			

2.	Providing/supplying vehicle (not less than Inova, Safari, Scorpio or other equivalent vehicle) as and when required on hire basis including services of driver.	i. From University to Sagar Railway Station one Side including one hours waiting	Vehicle			
		ii. From University to Sagar Bus stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 km run and engage up to 10 Hours a day	Vehicle			
		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			
		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and up to 450 km run and 8 hours waiting	Vehicle			
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			
		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14 hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			
3	Providing/supplying vehicle (not less than Trax, Bullero, Gama, Tata Sumo or other equivalent vehicle) as and when required on hire basis including services of driver.	i. From University to Sagar Railway Station one Side including one hours waiting	Vehicle			
		ii. From University to Sagar Bus stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 km run and engage up to 10 Hours a day	Vehicle			

		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			
		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and up to 450 km run and 8 hours waiting	Vehicle			
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			
		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14 hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			
4.	Providing/supplying vehicle (not less than Indigo, Honda City, Maruti SX4/Desire, Tata Mansa or other equivalent vehicle) as and when required on hire basis including services of driver	i. From University to Sagar Railway Station one Side including one hours waiting	Vehicle			
		ii. From University to Sagar Bus stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 km run and engage up to 10 Hours a day	Vehicle			
		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			

		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and up to 450 km run and 8 hours waiting	Vehicle			
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			
		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14 hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			
5	Providing/supplying vehicle (not less than Mini truck (Covered Body) or other equivalent vehicle) as and when required on hire basis including services of driver	i. From University to Sagar Railway Station one Side including one hours waiting	Vehicle			
		ii. From University to Sagar Bus stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 km run and engage up to 10 Hours a day	Vehicle			
		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			
		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and	Vehicle			

		up to 450 km run and 8 hours waiting				
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			
		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14 hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			
6	Providing/supplying vehicle (not less than Mini Bus or other equivalent vehicle) as and when required on hire basis including services of driver	i. From University to Sagar Railway Station one Side including one hours waiting	Vehicle			
		ii. From University to Sagar Bus stand one Side including one hrs. waiting	Vehicle			
		iii. For local use engaged up to 10 hrs a day	Vehicle			
		iv. Distance run over and above iii	Vehicle			
		v. Duration of engagement over and above iii	Vehicle			
		vi. For local use in different other cities of country other than Sagar up to 100 km run and engage up to 10 Hours a day	Vehicle			
		vii. Distance run over and above vi	Vehicle			
		viii. Duration of engagement over and above vi	Vehicle			
		ix. Any destination (excluding I to viii above) up to 50 km run and 2 hours waiting	Vehicle			
		x. Any destination more than 51 km and up to 100 km run and 6 hours waiting	Vehicle			
		xi. Any destination more than 101 km and up to 150 km run and 6 hours waiting	Vehicle			
		xii. Any destination more than 151 km and up to 200 km run and 6 hours waiting	Vehicle			
		xiii. Any destination more than 201 Km and up to 250 run and 6 hours waiting	Vehicle			
		xiv. Any destination more than 251 Km and up to 300 km run and 6 hours waiting	Vehicle			
		xv. Any destination more than 301 Km and up to 350 km run and 6 hours waiting	Vehicle			
		xvi. Any destination more than 351 Km and up to 400 km run and 8 hours waiting	Vehicle			
		xvii. Any destination more than 401 Km and up to 450 km run and 8 hours waiting	Vehicle			
		xviii. Any destination more than 451 Km and up to 500 km run and 8 hours waiting	Vehicle			
		xix. Any destination more than 501 Km and up to 550 km run and 8 hours waiting	Vehicle			
		xx. Any destination more than 551 Km and up to 600 km run and 8 hours waiting	Vehicle			
		xxi. Any destination more than 601 Km and up to 700 km run and 12 hours waiting	Vehicle			
		xxii. Any destination more than 701 Km and up to 800 km run and 12 hours waiting	Vehicle			

		xxiii. Any destination more than 801 Km and up to 900 km run and 14 hours waiting	Vehicle			
		xxiv. Any destination more than 901 Km and up to 1000 km run and 14 hours waiting	Vehicle			
		xxv. Distance run over and above xxiv	Vehicle			
		xxvi. Add for extra hours of waiting of the vehicle from ix to xxv	Vehicle			

Seal and Signature of Bidder

Date.....

UNDERTAKING

(To be submitted on statutory requirement cost of stamp paper)

Tender Enquiry No: DHSGU/2015/

Due for Opening on: 11-01-2016

I/ we _____ hereby declare that:

1. I/ we am/are the Owner / Authorized Agency of _____ have examined the above mentioned tender document including amendment/ corrigendum (if any) the receipt of which is hereby confirmed.
2. I/ we do hereby offer to supply the Vehicles on Hiring Basis as par rates mentioned in the price bid.
3. I/we have quoted "**destination price**" i.e. at **Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)** inclusive of all statutory taxes and other required legal
4. I/ we agree to abide by my/our offer for a period of 180 days from the date of opening of the tender.
5. I/ we have carefully read and understood all the Terms and Conditions of the Tender and shall abide by them.
6. I/we agree for the all clauses and payment terms and conditions of this tender enquiry. In case any condition put forth by us is against the terms and conditions of tender, the same shall be treated as to be having no affect whatsoever and that the tender terms and conditions shall only prevail upon such conditions, if any.
7. The tender document has been downloaded from the official website i.e. www.dhsgsu.ac.in tender for bidding purpose is a true copy of the original.

Signature of the witness	Signature of the Bidder
Name & Address of witnesses	Name & Address of the Bidder with seal