



No. dmrc/e/mrhru/56/tender/vehicle hiring/2015M0031 VOL. II/

Dated 18.08..2021

Cost of Tender Document Rs. 500/-

## TENDER DOCUMENT

### FOR

### VEHICLE HIRING

### AT

MODEL RURAL HEALTH RESEARCH UNIT BHANPUR KALAN, JAIPUR

(HEADQUARTER:- NIIR-NCD, NEW PALI ROAD JODHPUR

#### Time schedule for tender process:

Date of publication of tender notification on official website and CPP portal	18.08.2021
Last date for Submission of tender document	<b>14.09.2021 3:00 PM</b>
Date and Time of the opening of Tender Document	<b>15.09.2021 11:00 AM</b>
Place of tender document submission	NIIR-NCD JODHPUR

*Note: This tender document contains 20 pages (total no. of pages including Annexures) and tenderers are requested to sign on all the pages.*

- All the correspondence should be done with NIIRNCD only.

## **INTRODUCTION:**

The National Institute for Implementation Research in Non Communicable Diseases came into existence on 07<sup>th</sup> December 2019. The institute is located in Jodhpur and it replaces the erstwhile Desert Medicine Research Centre. The institute has state of the art facility to conduct basic laboratory based research in its microbiology, biochemistry and vector biology laboratories. The institute is acquiring manpower and facilities for strengthening its capacity for conducting implementation research in non- communicable diseases. At present, the institute has a set of 10 dedicated scientists, 9 technical experts, ably supported by 28 administrative and support staff. The thrust areas of research are cardiovascular diseases, chronic respiratory diseases, environmental health, nutritional disorders, cancers, injury & trauma, mental illnesses including substance abuse, genetic diseases and other non-communicable diseases of public health significance in India. The institute aspires to carry out implementation research in the thrust areas, provide training for capacity building in implementation research in other academic and research institutions, develop behavior change communication materials and models for tackling risk factors of various non communicable diseases. The institute heartily welcomes collaboration with institutions and individuals with interest in augmenting the thrust areas.

MRHRU Scheme of DHR, MoHFW was launched in 2013 and it aims at taking the modern health care technology to rural people. The objective of the setting up of MRHRU in different states of India by the Department of Health Research is to strengthen the health research infrastructure in the rural set up, aiming at transfer of modern technologies to the rural areas for diagnosis and better management of diseases. 15 MRHRUs established in various States in a 1<sup>st</sup> Phase. Each MRHRU has been set up in proximity to the state health facility (Community / Primary Health Centre at block level). The MRHRU of Rajasthan has been established at Bhanpur Kalan village of Jaipur District. MRHRU, Rajasthan has the three key partners: (1) State Health Service, (2) NIIRNCD, Jodhpur, (3) SMS Medical College, Jaipur. The unit is situated in the Premises of Community Health Centre, Bhanpur Kalan, on Jaipur-Delhi Highway. Bhanpur Kalan is situated between Kukas and Achrol.



## **NOTICE INVITING TENDER:**

### **FOR SELECTION OF AGENCY/INDIVIDUAL FOR PROVIDING HIRED VEHICLE AT MRHRU BHANPUR KALLAN, DIST. JAIPUR.**

The Director, National Institute for Implementation Research on Non-Communicable Diseases, Jodhpur (NIIRNCD, JODHPUR) invites tenders in sealed cover under two-bid system from reputed and experienced agencies for hiring of vehicles on Daily/Outstation basis for field rural /urban areas as per the requirements through website <https://niirncd.icmr.org.in/> and CPP Portal <https://eprocure.gov.in/> as detailed in the Tender document for our centre located at Bhanpur kallan, Jaipur. Any future clarification and/or corrigendum(s) shall be communicated through the website <https://niirncd.icmr.org.in/>

The technical bid (Annexure-01) and the financial bid (Annexure-02 ( i to ii) should be sealed by the bidder/service providers in separate covers duly super-scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed. On the outer envelope must be super-scribed “Tender for Hiring of Vehicles at MRHRU BHANPUR KALLAN, JAIPUR”.

## **SCOPE OF WORK**

1. To Provide Vehicles on Daily/Outstation Basis for field areas as per requirement.

### **Qualifying bid (The list of the documents to be submitted with technical bid)**

1. Bidder's Profile (As in Annexure I) and Declarations/Letters as in Annexure-II to VI.
2. Self-Attested copy of Registration of firm/company.
3. Self-Attested copy of Experience certificate issued by Central/State Government/ Public Sector companies for Two years or more during the last five years.
4. Self-Attested copy of PAN card of firm/company.
5. Self-Attested Copy of the IT return filed for the last financial year 2020-21.
6. Self-Attested Copy of GST registration certificate.
7. Self-Attested Copy of Registration Certificate/Lease deed copy of at least one Commercial Vehicle of each category of model not older than year 2018
8. Self-Attested copy of document showing current insurance of the vehicle as in no. 7 above.



9. DD of Rs. 500/- for the cost of bid document in favour of “ Director, Desert Medicine Research Centre” Payable at Jodhpur

**All the documents mentioned above are for establishing the eligibility and non submission of these documents will result in rejection of the tender. Contractors are advised to indicate page number of above enclosure in index.**

**General terms and conditions**

1. The tender must reach at following address on or before **14.09.2021 at 03:00 PM.**

**The Director**

**National Institute for Implementation Research on Non-communicable Diseases,  
New Pali Road, Jodhpur-342005.**

2. The technical bids will be opened by the Concerned Committee on **15.09.2021 at 11: 00 A.M.** in the presence of representatives of the bidders. At the second stage, financial bids of the technically qualified Bidders will be opened for further evaluation and ranking before awarding the contract.
3. Availability of the vehicle must be 24x7 basis along with medically fit drivers.
4. Vehicles will be under the control of Director, National Institute for Implementation Research on Non-Communicable Diseases, Jodhpur during the hiring period of the vehicle.
5. Vehicles may be used for the interstate travels, if required.
6. The rates to be quoted are to be filled in the Performa given at **Annexure-2 (i to ii).**
7. All vehicles should be fast tagged.
8. In case MRHRU/NIIRNCD requires more vehicles at a time it will be the responsibility of the contractor to manage the same from anywhere.
9. NIIRNCD reserves the right to cancel the bids or for any particular vehicle without assigning any reason.
10. The bidder has to quote for all types/categories as per **Annexure-2 (i to ii).**
11. **The selection would be done on basis of lowest rate for individual vehicle and NIIRNCD Jodhpur will award the contract accordingly.**
12. After due evaluation of the bid(s) NIIRNCD Jodhpur will award the contract to the lowest evaluated responsive tenderer at MRHRU, Bhanpur Kallan, Jaipur. Conditional bid will be treated as unresponsive and will be rejected.
13. The tender is not transferable. Only one tender shall be submitted by one bidder.





14. The contract is valid for providing services of vehicle hiring and at no point of time any or all of the Staff of Transporter shall raise a claim for employment in the MRHRU/NIIRNCD.

**15. Earnest Money:**

In term of Para-4 of Department of Expenditure/s OM No. F.9/4/2020-PPD dated 12.11.2020; all bidders are exempted from submission of Bid Security/Earnest Money Deposit. Accordingly, bidders may submit the "**Bid Security Declaration**" in the prescribed format given in Annexure- VI in place of Bid Security/Earnest Money deposit.

**16. Exemption in Bid Security Declaration:-**

All bidders shall have to deposit the Bid Security Declaration except Micro and Small Enterprises (MSEs) as defined in the MSE Procurement Policy issued by Department of Micro, Small Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or concerned Ministry of Department or Startups as recognized by Department of Industrial Policy & Promotion (DIPP) in term of Department of Expenditure (DoE), Ministry of Finance's OM No. F.20/2/2014-PPD (Pt.) dated 25.07.2017. For availing exemption, the concerned firm/agency shall have to submit Valid Registration Certificate with the Tender Document failing which it will not be considered for exemption.

**17. Security Deposit:**

The successful bidder will have to deposit a Performance Security (Security Deposit) within 7 days from the date of acceptance of the tender Rs 30000/- (Rupees Thirty thousand only ) in the form of Demand Draft / Fixed deposit Receipt/Bank Guarantee from a Nationalized bank for the amount valid for the period extending at least six months beyond the date of completion of the contract drawn in favour of “ Director, Desert Medicine Research Centre” Payable at Jodhpur. The Security Deposit will be refunded on successful completion of the contract. No interest is payable on the Security Deposit.



## **18. Forfeiture of Security Deposit**

- 18.1 The Fixed deposit Receipt / Bank Guarantee / demand draft can be forfeited by order of the competent authority in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said Fixed deposit Receipt/Bank Guarantee/demand draft as may be considered by this office, sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.
- 18.2 If the work is not commenced on the date of starting the work after work is awarded to the contractor.
- 18.3 Unsatisfactory performance
- 18.4 Non-performance of the contractor.

## **19. Penalties:**

- 19.1 In case of breach of any conditions of the contract and for all type of losses caused including excess cost due to hiring of vehicle from the market in the event of Contractor failing to provide requisitioned vehicle or not providing vehicle, competent authority shall make deductions at double the rate of hiring rate on pro-rata basis from the bills claimed by the Contractor or that may become due to the contractor under this or any other contract or from the security deposit or may be demanded from him to be paid within seven days to MRHRU.
- 19.2 In addition, penalties as per terms and conditions of this tender document are also applicable on case to case basis.
- 19.3 The powers of the competent authority under these conditions shall in no way affect or prejudice the powers in certain events to terminate the contract vested in him as herein provided nor forfeiture of deposit mentioned above.

## **20. Disclaimer:**

The near relatives of employees of this office are prohibited from participation in this tender.

The near relatives for this purpose are defined as:-

- (a) Members of a Hindu Undivided Family.



- (b) Their husband or wife.
- (c) The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), Daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's husband (brother-in-law).

## **21 Breach of Terms and Conditions:**

In case of breach of any of terms and conditions mentioned in this NIT, the competent authority will have the right to cancel the contract without assigning any reason thereof, and nothing will be payable by this office in that event and the security deposit in the form of Bank Guarantee/Demand Draft/ Fixed Deposit Receipt shall be encashed / forfeited including black listing of the contractor for a period as decided by the competent authority.

## **22. Subletting of Work:**

The firm/party shall not assign or sublet the work or any part of it to any other person or party without having first obtained permission in writing of the competent authority who will be at liberty either to refuse or accept the same.

## **23. Terms of payment:**

- 23.1 No Payment shall be made in advance or any loan from any bank or financial institution shall be recommended on the basis of the order of award of work. Payment of bills would take about two weeks time on an average from the date of submission of the bill.
- 23.2 The contractor shall submit the bills at each stage/in the first week of following month in respect of previous month (in case of monthly payments) for sanction of the amount of bill and passing the bill for payment. The GST remittance, if any, in respect of the previous month may also be attached along with the current month's bill.
- 23.3 All payments shall be made by cheques/PFMS only, in the name of the firm/company.
- 23.4 The competent authority shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in preceding paragraph.



- 23.5 The term “payment” mentioned in this paragraph includes all types of payment due to the contractor arising on account of this contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.
- 23.6 If the AC system of car becomes defective a penalty of Rs 500/- per day will be imposed.
- 23.7 The maintenance cost, charges of petrol, road tax, permit fee, passenger tax, border tax, challans, salary of the driver, the overtime of driver etc. are the responsibility of the contractor for which no payment shall be made by this office.
- 23.8 Parking charges, Toll charges shall be paid extra as per actual on production of documentary evidence.
- 23.9 The bill in duplicate along with duty slips/ log book duly signed and stamped by the user and transport in charge of MRHRU should be sent to NIIRNCD for payment by 1st week of the following month.
- 23.10 No payment shall be made to contractor if vehicle provided to MRHRU are not as per tender conditions.

#### **24. PERIOD OF THE CONTRACT:-**

- 19.1 The contract will be initially for a period of one year and may be extended on satisfactory performance of the agency for a period of another one year at the discretion of the Director, NIIR-NCD Jodhpur.
- 19.2 The contract is liable to be terminated after giving at least one month's notice in writing with reasons from either side in the normal course.
- 19.3 In case of unsatisfactory performance, the contract of any person may be terminated at any time at the discretion of the Director.
- 19.4 Agreement shall be executed by the vendor immediately (within 1 Week) upon acceptance of the tender and receipt of orders from the Director.

#### **25. VEHICLES:-**

- 25.1 All repairs and maintenance, running costs, fuel, lubricants, salaries of drivers, taxes, etc. necessary for the running & maintenance of vehicle will be borne by the contractor.
- 25.2 Contractor shall not deploy any vehicle running on LPG/CNG.





- 25.3 Vehicles should be fitted with needed accessories to drive on State and National highways including during the nights. Fog lights are to be fitted while driving in foggy areas.
- 25.4 Vehicles should also be fitted with Toeing hook.
- 25.4 Contractor shall obtain vehicle fitness certificate from competent authority, vehicle registration, comprehensive insurance, payment of road tax, inter-state permit, etc. Vehicle should be able to move freely to the neighboring States without any restrictions.
- 25.5 Contractor shall provide valid certificate of pollution check for the vehicle from the concerned authorities and the same shall be renewed well before the due date.
- 25.6 All vehicles shall be comprehensively insured against all risks (including the driver and occupants). Insurance policy shall be renewed well before the due date.
- 25.7 In case of non-availability or technical problem of the specified vehicle, the contractor can provide an alternate vehicle of equivalent or above status/make/model, in lieu of the assigned vehicle temporarily within 1 hour's notice but the payment will be released according to the approved rates to the contractor. A penalty up to Rs.1000/- per hour shall be imposed on the contractor in case of failure to do so, in addition to the penalty mentioned in Para 19 above.
- 25.8 The vehicle being sent by the tenderer will be regularly inspected by the officer nominated for the purpose and in case of non-compliance of any of the conditions, a penalty up to Rs.1000/- each such incident shall be imposed on the contractor.
- 25.9 The vehicle registered under Taxi Permit only should be provided. Private vehicle shall not be accepted and payment for such vehicle will not be made.
- 25.10 The vehicle will meet all the necessary compliance of statutory requirements like pollution, emission, noise etc.
- 25.11 The provided vehicle must be fully and comprehensively insured covering the risk to the driver.
- 25.12 More than one vehicle depending upon the requirement can be called at any time during the day or night. The additional vehicle should be provided at the same rates.
- 25.13 The vehicle sent to the office on requisition must have all relevant documents like registration book/driving license/insurance road tax/receipt permit fee/ passenger tax/border tax/toll tax/ PUC etc. The vehicle should be licensed and shall conform to all Government Rules and Regulations being in force from time to time.
- 25.14 The details of vehicle along with photocopies of registration book/RC should be attached with the tender (Qualification Bid).**



- 25.15 Vehicle to be provided by the Contractor should be in perfectly sound working condition and suitable for use by Senior Officers. Dirty, noisy, and poorly maintained vehicle will be rejected and no payments shall be made for the same.
- 25.16 In case of any accident to the vehicle, it will be the responsibility of the contractor or his representative (drivers) to lodge FIR etc. with police. All RTO issues and Traffic violations are to the account of contractor.
- 25.17 Vehicle should carry portable fire extinguisher and first aid box.

## **26 Contractors**

- 26.1. Contractor shall in no case lease/transfer/sublet/appoint caretaker for services.
- 26.2. The contractor should have satisfactory experience certificate of two years or more in a similar service contract issued during the last five years by competent authority of Central/State Government/ Public Sector companies.
- 26.3. The contractor shall be responsible for all communication with the officers. For this purpose he should have a proper office with telephones and personnel to take the calls.
- 26.4. Unsatisfactory or unprofessional behavior shall result in termination of the contract. Non-adherence to the quality of service and terms and conditions mentioned herein shall result in termination of the contract immediately, with encashment of the security deposit.
- 26.5. Contractor shall be directly responsible for any/all disputes arising between him and his personnel and keep this office indemnified against all actions, losses, damages, expenses and claims whatsoever arising thereof.
- 26.6. Contractor shall be solely responsible for payment of wages/salaries other benefits and allowances to his personnel that might become applicable under any Act or Order of the Govt. NIIRNCD/MRHRU shall have no liability whatsoever in this regard and the Contractor shall indemnify NIIRNCD/MRHRU against any/all claims, which may arise under the provisions of various Acts, Governments Orders etc.
- 26.7. Contractor shall be fully responsible for theft, burglary, fire, accidents, traffic rule violations or any other unlawful acts/deeds by his staff.
- 26.8. The contractor shall be fully responsible for any loss or damage to the vehicle and also liable to pay full compensation for any injury or any other loss to passengers.
- 26.9. Only such contractors may apply whose vehicle have been duly authorized by the concerned RTO for use as public transport.



- 26.10. The contractor must have trained drivers on their employee roll.
- 26.11. In case of violation of any of the terms and conditions mentioned in this tender document, competent authority reserves the right to terminate the contract immediately and award the same to the second lowest bidder (L2) or third lowest bidder (L3) at the rates of L1, depending on the situation. In such cases, no payments (pending or future) shall be released against the original contract.
- 26.12 The tampering of meter reading, vehicle usage timings, overwriting of log sheet, misconducts and other such acts shall be penalized heavily, including termination of the contract and forfeiting of the security deposit.

## **27. Drivers**

- 27.1. The contractor will provide well-behaved drivers having knowledge of different routes, as well as minor repair of cars and valid driving license and also having proper uniforms and name badge.
- 27.2. The driver should always be carrying a mobile phone.
- 27.3. No charges will be given for breakfast/lunch/dinner/tea etc. to the driver. Driver should bear the cost of the same at his own in every situation whether it's local or outstation.
- 27.4. Driver of the vehicle requisitioned by this office will report to the officer to whom the vehicle is allotted.
- 27.5. Within office premises, the driver shall not leave the office/duty without permission and shall not do any private work other than the normal duties. If the driver is found to be absent from the duty, it will be taken as non-availability of the vehicle and suitable penalties shall be imposed.
- 27.6. The driver will do the maintenance work, re-fueling etc as per requirement in advance. Doing such jobs during duty shall attract a penalty amounting to the deduction of the whole day's payment on each such incident.
- 27.7. The driver must be punctual and arrive on specified time on specified location. Substantial and repeated delays shall attract a penalty amounting to the deduction of the whole day's payment on each such incident basis.
- 27.8. Drivers must not use their mobile phones or stop for personal works while driving. Violations of traffic rules will attract a penalty amounting to the deduction of the whole day's payment on each such incident.



- 27.9. Drivers must not go on leave without informing the officer and contractor well in advance and it will be the responsibility of the contractor to provide a substitute immediately. Violations shall attract a penalty amounting to the deduction of the whole day's payment on each such incident.
- 27.10. The personnel engaged by the contractor are subject to security check by the Security Staff at any time.
- 27.11. The drivers may be asked to do overtime and may be called on holidays/weekends and at odd times depending on the necessity and he should be prepared for such events. It will be the contractor's responsibility to provide a substitute immediately, if the driver refuses or is unable to do so. Failure will attract a penalty of Rs. 1000/- on each such incident.
- 27.12 Drivers should carry sufficient cash for discharging obligations on account of parking charges, toll taxes etc. Such expenditure can be claimed as reimbursement by the contractor. Proper supporting documents would have to be submitted along with such claims.
- 27.13 Lodging, boarding, transportation of drivers shall be the contractor's responsibility.
- 27.14 Driver should be well qualified and should be able to read and write and have minimum three years of experience as driver.
- 27.15 Driver should be alert /careful enough to take care of items/materials kept in the vehicles.

## **28. Prices**

- 28.1 Rates charged by the Service Provider for the services given under the contract shall not be higher than the rates quoted by the Service Provider in his bid.
- 28.2 No escalation is admissible on any account whatsoever during the first six months of the contract. After six months of contract increase or decrease in hiring charges due to variation in Fuel rates will be worked out and paid only when the variation to base rate is above ( + or - )10%. Such increase or decrease in the hiring charges due to these variations shall be worked out from the base rate based on following formula:

Increase or decrease in Petrol/Diesel during the month =

Actual KMs run by the vehicle X (Revised rate per litre - Base rate per litre)

Average KM per liter of Diesel or Petrol consumption (KMPL)

Note:-The Base Rate of Petrol/Diesel is the prevailing rate on the date of commencement of work / contract.





The Average KMPL is to be assumed as following:

S.No.	Vehicle Type	Fuel type	Mileage (in Km/Litre)
1	Itios/Swift Dezire etc.	Petrol	18
		Diesel	20
2	Mahindra Bolero etc.	Petrol	10
		Diesel	12
3	Toyota Innova etc.	Petrol	08
		Diesel	10
4	Bolero Pickup etc.	Petrol	08
		Diesel	10
5	Tempo Traveller 17 Seater	Diesel	06

Note:- If there is decrease in Fuel Price, formula will indicate negative figure which means the hire charges would be reduced to that extent.

28.3 Base Rate of fuel would be fuel prices as on date of award of contract, which would be set out on the agreement, to be executed on award of the service.

29. The Content/event of amendment shall be notified through NIIRNCD website and these amendments will be binding on all prospective bidders.

30. All disputes arising out of this contract shall be subjected to the jurisdiction of the Rajasthan High court, Jodhpur only.

Director



ANNEXURE-I

**BIDDER'S PROFILE**  
**(On Bidder's Letter head)**

1	Name of Tendering Company/ Firm / Agency (Attach certificate of registration)	
2	Type of firm i.e. Proprietorship / partnership or company registered under company act 1956 (Attach Self Attested copy)	
3	Name of proprietor / Director of Company/Firm/agency	
4	Full Address of Registered Office with Telephone No., FAX No. & E-Mail	
5	Full address of Operating/Branch Office with Telephone No., FAX No. & E-Mail	
6	PAN / GIR/TAN No (Attach Self Attested copy)	
7	GST Registration No. (Attach Self Attested copy)	

8. Self-Attested copy of experience certificate / certificates issued by the competent authority for the satisfactory work carried out in supplying of vehicle to Central/State Government/ Public Sector companies for one year or more during the last five years. The summary of that can be tabulated in the given format in chronological order:-

S.N.	Details of client along with address, telephone and FAX numbers	Amount of Contract (Rs. lakhs)	Experience certificate for the period	
			From	To
1				
2				
3				

(If the space provided is insufficient, a separate sheet may be attached)

9. Additional information, if any (Attach separate sheet, if required)

- Name:
- Date:
- Place:

•Signature of authorized person

• Seal:



ANNEXURE-II

**DECLARATION REGARDING BLACKLISTING/ NON-BLACKLISTING FROM TAKING  
PART IN GOVT.TENDER BY DOT/GOVT. DEPT  
(On Bidder's Letter head)**

I / We Proprietor/ Partner(s)/ Director(s) of M/S.-----  
-----hereby declare that the firm/company namely M/S.-----  
-----has not been blacklisted or debarred in the past by NIIRNCD  
or any other Government organization from taking part in Government tenders.

**Or**

I / We Proprietor/ Partner(s)/ Director(s) of M/S.-----  
-----hereby declare that the firm/company namely M/S.-----  
-----was blacklisted or debarred by NIIRNCD, or any  
other Government Department from taking part in Government tenders for a period of -----years  
w.e.f.----- . The period is over on -----and now the firm/company is entitled to take  
part in Government tenders.

In case the above information found false I/We are fully aware that the tender/ contract will be  
rejected/cancelled Director, NIIRNCD, Jodhpur and EMD/SD shall be forfeited.

In addition to the above, Director, NIIRNCD, Jodhpur will not be bound to pay the bills for any  
completed / partially completed work.

Signature -----

Date:

Name -----

Seal of the firm should be affixed.

Capacity in which as signed:

Name & address of the firm:



ANNEXURE-III

**DECLARATION**

**FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN NIIRNCD, JODHPUR  
(On Bidder's Letter head)**

I.....S/O Sh.....  
R/o.....Hereby certify that none of my relative (s) as  
defined in the tender document is/are employed in NIIRNCD, Jodhpur as per detail given below. In case  
at any stage, it is found that the information given by me is false/incorrect, NIIRNCD shall have the  
absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The near relative (s) means:

- a) Members of a Hindu Undivided family;
- b) Spouse.
- c) Father, mother, sister, Sister-in-law, Daughter, Daughter-in-law, brother, brother-in-law etc.

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm,  
certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the  
company or company secretary on behalf of all directors. Any breach of these conditions by the company  
or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be  
forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company  
or firm or the concerned person. The company or firm or the persons will also be debarred for further  
participation in the concerned unit.

Place:

Signature of tenderer/Authorized

Signatory

Date:

Name of the Tenderer

Seal of the Tenderer





ANNEXURE-IV

**DECLARATION**

**(On Bidder's Letter head)**

**FOR NON-TAMPERING OF DOWNLOADED TENDER DOCUMENT FROM WEB SITE**

I.....(authorized signatory) hereby declare that the tender document submitted has been downloaded from the website <https://eprocure.gov.in/> <https://niirnncd.icmr.org.in/> and no addition / deletion / correction has been made in the downloaded document. I also declare that I have enclosed a DD for Rs..... towards the cost of tender document along with the EMD.

Place:

Signature of tenderer/Authorized

Signatory

Date:

Name of the Tenderer

Seal of the Tenderer



ANNEXURE-V

**DECLARATION**  
**(On Bidder's Letter head)**

**LETTER OF AUTHORISATION FOR ATTENDING THE OFFICE**

To,  
Director,  
NIIRNCD, New Pali Road,  
Jodhpur.

Sub: Authorization for attending the office on \_\_\_\_\_ (date) in the Tender of  
\_\_\_\_\_

Sir,

Following person is authorized to attend the office for the tender mentioned above on behalf of  
\_\_\_\_\_ (Bidder).

Name of the Representative

Specimen Signature

1. \_\_\_\_\_

\_\_\_\_\_

Signature of the Bidder

(Maximum one representative will be permitted to attend the office. Permission for entry to the office may be refused in case authorization as prescribed above is not received.)



ANNEXURE-VI

**Bid Security Declaration**

**(On Bidder's Letter head)**

To,  
The Director,  
National Institute for Implementation Research on Non-Communicable Diseases (NIIRNCD),  
New Pali Road, Jodhpur 342005

Reference: 1) Tender No.----- Dated

2) Our bid No. ----- Dated

Sir,

I/We, ----- irrevocably declare as under:

I/We understand that, as per tender condition bid must be supported by a Bid Security Declaration in lieu of Earnest Money Deposit.

I/We hereby accept that I/We may be disqualified/suspended from bidding for any contract with you for a period of one year from the date of disqualification/suspension as may be notified by you if,

- 1) I am/We are in a breach of any of the obligations under the bid conditions,
- 2) I/We have withdrawn or unilaterally modified/amended/revised, my our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- 3) On acceptance of my/our bid, I/we fail to deposit the prescribed security deposit of fail to execute the agreement or fail to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Security Declaration Form:

-----

Duly authorized to sign the bid for and on behalf of : -----

----- (Complete name of Bidder)

Dated on ----- day of ----- month, ----- year

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).



## FINANCIAL BID

### Annexure-2(i)

#### Rates for Daily Basis:

Name of Vehicle	Minimum Running	Rates with AC	GST	Rate per Km after 250 kms	Rate per hour after 08 Hours
Itios/Swift Dzire or equivalent	250 kms 08 Hours daily				
Mahindra Bolero or equivalent	250 kms 08 Hours daily				
Toyota Innova or equivalent	250 kms 08 Hours daily				
Tempo Traveller 17 Seater or equivalent.	250 kms 08 Hours daily				

- The GST applicable must be clearly mentioned

## FINANCIAL BID

### Annexure-2(ii)

#### Rates for Monthly Basis:

Name of Vehicle	Minimum Running	Rates with AC	GST	Rate per Km after 2000 kms
Itios/Swift Dzire or equivalent	2000 Kms Monthly			
Mahindra Bolero or equivalent	2000 Kms Monthly			
Toyota Innova or equivalent	2000 Kms Monthly			
Tempo Traveller 17 Seater or equivalent.	2000 Kms Monthly			

- The GST applicable must be clearly mentioned