

**CENTRAL INSTITUTE FOR RURAL ELECTRIFICATION**  
**of**  
**RURAL ELECTRIFICATION CORPORATION LIMITED**  
(A Government of India Enterprise)

Shivarampally, NPA Post, Near Aram Ghar 'X' Road, Hyderabad - 500 052.

Phones: 040-29805987, 64616376, Hostel: 29807252

Fax No: 040-29805986; E-mail: [cire.rec@gmail.com](mailto:cire.rec@gmail.com)

CIN - L40101DL1969GOI005095

**NOTICE INVITING E-TENDER (NIT)**

E- Tenders are invited for empanelment of vehicle service providers in Hyderabad for hiring of vehicles on monthly basis for CIRE of REC Ltd and on daily requirement basis for CIRE & Project Office Hyderabad

TITLE	<b>HIRING OF COMERCIAL PERMIT VEHICLES on MONTHLY BASIS (01 Number)for CIRE and on DAILY REQUIREMENT BASIS FOR CIRE &amp; REC PROJECT OFFICE, HYDERABAD</b>
NIT NO. / DATE	<b>CIRE/Admin/Vehicle/2016-17/03/07-Jun-16</b>
EMD	<b>Rs.10,000.00</b>
LAST DATE FOR SUBMISSION OF TENDER AND VENUE for EMD	<b><i>Last Date for Online Submission: 28-Jun-2016 by 15:00 hrs</i></b> Venue for EMD <b>hard copy</b> submission: CIRE of REC, Shivarampally, NPA Post, Hyderabad – 500052
DATE OF OPENING OF TENDER AND VENUE	<b><i>28-Jun-16 at 16:00 hrs</i></b> Venue for opening of eTender: CIRE of REC, Shivarampally, NPA Post, Hyderabad - 500 052

Note: All bidders may please note that the bids completed in all aspects should be submitted online at **Tender wizard.com/REC**. Tender document can be downloaded from the website **www.Tender wizard.com/REC** or from e-tender link given in REC Website, viz, **http://www.recindia.gov.in**.

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**CENTRAL INSTITUTE FOR RURAL ELECTRIFICATION::HYDERABAD**

**E-TENDER FOR HIRING OF COMMERCIAL PERMIT VEHICLES on  
MONTHLY BASIS (01 Number) for CIRE and on DAILY REQUIREMENT  
BASIS FOR CIRE & REC PROJECT OFFICE, HYDERABAD**

**Tender No. CIRE/Admin/Vehicle/2016-17/03/**

**07-Jun-16**

**Time schedule of various e-tender related events:**

Date of Issue of bids : **07-Jun-2016**  
Last Date & Time for bid Submission : **28-Jun-16** upto 15:00 Hrs  
Eligibility Check and Bids Opening Date & Time: **28-Jun-16** at 16:00 Hrs  
EMD (to be submitted in hardcopy on or before **28-Jun-16** at 15:00 Hrs): **Rs. 10,000/- (Rs. Ten thousand only)**

The submission and opening of bids will be through e-tendering process at **www.Tender wizard.com**. Tender document can be downloaded from the website **www.Tender wizard.com/REC** or from e-tender link given in REC Website, viz, **http://www.recindia.gov.in**

**Note:**

- A. To participate in the E-Bid submission, the bidder has to register itself with REC through Tender wizard website given above. It is mandatory for the bidders to have user ID & password for E Bid Submission. For this purpose, the bidder has to register itself with REC through Tender wizard website given above. Please also note that the bidder has to obtain digital signature token for applying in the tender. In this connection, vendor may also obtain the same from Tender wizard. Steps to be followed for the registration process
1. Go to website <http://www.Tender wizard.com/REC>
  2. Click the link ' Register Me'
  3. Enter the detail about the bidder as per format.
  4. Click 'Create Profile'
  5. Bidder will get confirmation with Login-id and Password
- B. Steps for application for Digital Signature from Tender wizard:
- Download the Application Form from the website <http://www.Tender wizard.com/REC>. Follow the instructions as provided.
  - In case of assistance please contact the person under “contact us”. For Hyderabad based bidder, the bidder may please also contact Mr Praveen-07658971318/Mr. Vijay-07207042074
  - The Bidders are advised to obtain digital signature (Level 3) and register themselves at [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) in advance
- C. To aid bidders, the detailed bidder manual on submission of E-Bid can be downloaded from <http://www.Tender wizard.com/REC>.
- D. Please note that CIRE/REC in no way shall be responsible if the bidder fails to apply due to non-possession of Digital Signature & non registration.

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**E-TENDER FOR HIRING OF COMMERCIAL PERMIT VEHICLES on MONTHLY BASIS (01 Number) for CIRE and on DAILY REQUIREMENT BASIS FOR CIRE & REC PROJECT OFFICE, HYDERABAD**

Rural Electrification Corporation Ltd. (REC) is a Navaratna Central Public Sector Enterprise under Ministry of Power. The Corporation having registered office in New Delhi has its presence all over the country through a network of 21 offices (5 - Zonal Offices, 13 - Project Offices, 02-Sub-Offices, one **training institute**). The full details about REC can be seen from the Corporation's web-site <http://www.recindia.gov.in>.

The Central Institute for Rural Electrification (CIRE OF REC) is the training institute of Rural Electrification Corporation Limited, which is located at Shivarampally, Hyderabad intends to hire commercial permit vehicles on monthly and on daily requirement basis from reputed vehicle service providers/ firms etc. for a period of one year extendable on mutually agreed terms for another year. **The daily use vehicle will be for official use of CIRE as well as REC Project Office Hyderabad whereas one monthly vehicle will be used for CIRE programme purpose.** *The estimated value of the tender is 10 lakh.*

**The interested parties are required to submit their e bid for either one category or both the category along with Annexure as applicable. The documents to be submitted must be duly signed by the authorized signatory of the bidder.**

<b>Interest Area of the Bid</b>	<b>Documents to be submitted <u>duly signed</u> by authorized signatory of the bidder</b>
<b>Only Category -1 (Regular Use Vehicle on Monthly Basis)</b>	<b>1. Bid form-1 2. Annexure-A &amp; C</b>
<b>Only Category-2 (Vehicle to be Hired on Daily Requirement Basis)</b>	<b>1. Bid Form-2 2. Annexure-B&amp; C</b>
<b>For Both Category</b>	<b>1. Bid Form-1 &amp; 2 2. Annexure-A, B&amp; C</b>

*It may be noted that in tender document, the term vendor, bidder, agency, firm was used interchangeably to refer to parties interested in participating e bid.*

**REQUIREMENT OF VEHICLES**

**Under category I**, Bid application is requested for 01no of vehicle on monthly basis for use in CIRE for official use in connection with National & International Training Programme.

Under category II, **Bid application is requested for on demand basis daily use for CIRE as well as REC Project Office, Hyderabad of following vehicle type** (as mentioned in details in Bid Application form-2)

**1) Hatchback Car, 2) Sedan Car, 3) MUV Car, 4) Luxury Car**

The details of the requirement is as follows

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**I. Category I-Regular use vehicle on Monthly Basis for CIRE:**

CIRE requires 01 no of vehicle on regular basis for 6 days a week in Hyderabad required for

- Official Use in connection with National & International Training Programme.

On an average, the vehicle will be used for **12 hours and 100 kms** per day depending on work related exigency. In this connection, e quotations are invited for the category of vehicles as per **Bid Form-1** with Agreement to **Annexure-A & Annexure-C**.

**II. Category II: Vehicles to be hired on daily requirement basis for CIRE as well as REC Project Office, Hyderabad:**

As per requirement, **CIRE** & REC Project Office, Hyderabad will hire various types / models of vehicles for its officials as following types

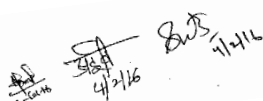
- Hatchback Car**
- Sedan Car**
- MUV Car**
- Luxury Car**

CIRE does not guarantee any minimum engagement hour or Km of vehicle which will be totally dependent on CIRE & REC Project Office, Hyderabad operations in the financial year 2016-17. However, the total annual usage of CIRE & REC Project Office, Hyderabad during financial year 2014-15 was around 17 lakh

In this connection, e-quotations are invited for the various categories of vehicles as mentioned in Bid Form-2 with **Annexure-B & C**. For any other vehicles not specifically mentioned in Bid Form-2, the bidders **may at their discretion** also provide details of other vehicles (only under same category like Hatchback/Sedan etc ) as may be available with them.

**Bid Evaluation Guideline:**

- The **bid evaluation for outstation trip** will be done on the basis of 300 KM on two night stay basis and AC vehicle rate only. The details guideline of evaluation is mentioned in Annexure-B. In Case L1 is different for local & Outstation rates, different vendor may be selected under each for Local & Outstation.
- The bid evaluation will be considered for AC vehicle basis only whereas use may be both AC & Non AC wise.
- Any Bidder is eligible to quote for even a single model; however, it is preferable to quote on all models in Bid Form-1 & 2.
- The bidder is allowed to quote even for one model of vehicle under any vehicle type (i.e Hatchback Car, etc) and can choose to quote under one type or more than one type and preferably all type (i.e Hatchback Car, Sedan Car, MUV Car, Luxury Car) . The lowest rate of **each vehicle model** (Say TATA Indica etc ) will be selected. In case of no availability of quotes of a particular model, lowest rate of

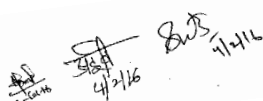
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the vehicle type (i.e Hatchback Car, Sedan Car, etc) will be selected for approved rate.

- CIRE & REC Project Office, Hyderabad will hire the **vehicle model of lowest price** within the category unless there is specific need of a particular model or more number of vehicle available in vehicle type wise (i.e sedan etc) lowest rate vehicle model.

### **III. GENERAL TERMS AND CONDITIONS:-**

**As enclosed in Annexure-C.**

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**Details of the Firm/Bidder**

Name of the Firm & Address	
Telephone numbers	
a) Land Line	
b) Mobile	
c) E-Mail Id	
PAN Number	
Service Tax Number	
VAT Number	
Name of the Owner/Contact Person	
No. of Vehicles Available with details ( <b>with Model name, Mileage Travelled &amp; Date of Registration</b> )(may attach separate slip)	
List of Existing Clients	

Separate Sheet may be attached, if necessary

**Bids for hiring of Air Conditioned vehicles on Monthly basis**

Vehicle Description	No. of KMs per month	No. of Hours per month	Total Amount per Month	Rate/ExtraKm	Rate/Extra Hour
Tata Indigo eCS	2500	300			
Swift	2500	300			
Skoda Fabia	2500	300			
Tata Vista	2500	300			
Hyundai i20	2500	300			
Any Other vehicle	2500	300			

Note: 1. **All the applicable taxes may please be indicated SEPARATELY.**

2. Parking, Toll taxes, Interstate & Octoroi Charges will be paid on actual

3. Any Others Charges, if any to be indicated.

**All the terms and conditions given in the Tender Document are acceptable by us.**

**Stamp and Seal of Authorized Signatory**

**Date:**

*Handwritten signature and date: 4/2/16*

**Details of the Firm/Bidder**

Name of the Firm & Address	
Telephone number	
a) Land Line	
b) Mobile	
c) E-Mail Id	
PAN Number	
Service Tax Number	
VAT Number	
Name of the Owner/Contact Person	
No. of Vehicles Available with details (Model No <b>with Mileage Travelled &amp; Date of Registration</b> ) (may attach separate slip)	
List of Existing Clients	

Separate Sheet may be attached, if necessary


**Bids for Vehicles to be hired on daily requirement basis**


Vehicle Description	Local Trip- AC& Non AC						Outstation Trip AC			
	8 Hours/80 KMs		4 Hours/40 KMs		Rate/Extra Km		Rate/Extra Hour	Minimum Billed KM/Day of Outstation	Rate/KM	Night Stay/ Driver Bhatta
Type A: Hatchback Car	NON AC	AC	NON AC	AC	NON AC	AC	AC & Non AC			
Tata Indica										
Swift Desire hatchback model										
Skodia Fabia Hatchback Model										
Tata Vista										
Hyundai i20										
<i>Any Other vehicle as desired by Bidder under hatchback category</i>										

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Type B:Sedan Car	8 Hours/80 KMs		4 Hours/40 KMs		Rate/Extra Km		Rate/Extra Hour	Minimum Billed KM/Day of Outstation	Rate/KM	Night Stay/ Driver Bhatta
	NON AC	AC	NON AC	AC	NON AC	AC	AC & Non AC			
Tata Indigo										
Swift Desire Sedan model										
Ford Fiesta										
Honda City I-Vtec										
Honda Civic										
Maruti Sx4										
Corolla Altis										
Skoda Fabia Sedan Model										
<i>Any Other vehicle as desired by Bidder under Sedan category</i>										
Type C:MUV Car	8 Hours/80 KMs		4 Hours/40 KMs		Rate/Extra Km		Rate/Extra Hour	Minimum Billed KM/Day of Outstation	Rate/KM	Night Stay/ Driver Bhatta
	NON AC	AC	NON AC	AC	NON AC	AC	AC & Non AC			
Toyota Innova										
Chevrolet SUV Model										
Ford EcoSport										
Mahindra XUV500										
Mahindra Scorpio										
Renault Duster										
Nissan Terrano										
Mitsubishi Pajero										

  
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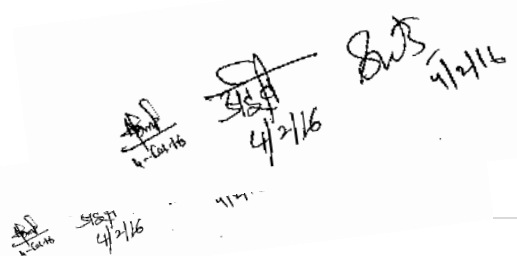
Type D:Luxury Car	8 Hours/80 KMs		4 Hours/40 KMs		Rate/Extra Km		Rate/Extra Hour	Minimum Billed KM/Day of Outstation	Rate/KM	Night Stay/ Driver Bhatta
	NON AC	AC	NON AC	AC	NON AC	AC	AC & Non AC			
Toyota Camry										
Honda Accord										
Skoda Rabid										
BMW										
Audi										
Mercedes Benz										

- Note: 1. All the **applicable taxes** may please be indicated **separately**. Please mention whether service charge applicable is without abatement or with abatement.
2. Parking, Toll taxes, Intestate & Octoroi Charges will be paid on actual
  3. Any Others Charges, if any to be indicated.
  4. The evaluation guideline of Bid is mentioned in Annexure-B

**All the terms and conditions as mentioned above are acceptable by us.**

**Stamp and Seal of Authorized Signatory**

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**Special Terms and Conditions for Regular Use Vehicle on Monthly Basis  
(Category I)**

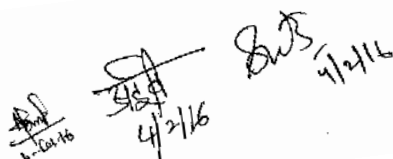
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1. CIRE reserves the right to choose any of the vehicles as mentioned in **Bid Form-1** on monthly basis. Any Bidder is eligible to quote for even a single model; however, it is preferable to quote on all models in Bid Form-1.
2. The age of the vehicle to be provided by the service provider on monthly basis is preferably new and **should be less than 2 years from the date of registration of the vehicle AND within 50,000 KM total travelled.**
3. The rates for the vehicle on monthly basis would be regulated on 25 days/ 2500 kms basis per month as per the format at **Bid Form-1**. Payment for usage shall be made only on actual usage basis as per the rates approved by **CIRE**. On exigencies of work, the vehicle will be called on Sundays and Closed Holidays also.
4. The agency should be able to provide vehicle on regular basis as stated in the requirement. In the event of unavailability of particular quoted model, the vendor may send higher model at the same rate of the required quoted model. Even the vendor fails to provide the required model or next higher version (under the type i.e hatchback, sedan etc), it will be treated as one instance of non supply of vehicle by vendor. In the case of non supply of vehicle, the relevant term mentioned in annexure-C will be applicable.
5. There should not be frequent change of vehicle and driver every now and then as this kind of change may lead to inconvenience to **CIRE**. Any change of driver/car shall be made by the successful bidder only after 2 days prior intimation except in cases of emergency.
6. The successful bidder shall ensure that the seat cover shall be neat and clean and shall preferably (Not mandatorily) be in white color.
7. In addition to above, the bidder must follow the other general terms & Condition is mentioned in Annexure-C

**All the terms and conditions as mentioned above are acceptable by us.**

**Stamp and Seal of Authorized Signatory**

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1. Signature: [Signature] Date: 4/2/16   
2. Signature: [Signature] Date: 4/2/16   
3. Signature: [Signature] Date: 4/2/16

**Special Terms and Conditions for Daily Use Vehicle (Category-II)**

*(Note: Please sign on the page & Upload the document)*

1. The age of the vehicle to be provided by the successful bidder on daily requirement basis
  - a) For Vehicles types Hatchback/Sedan/MUV/Luxury Car: preferably new and **should be less than 2 years from the date of registration of the vehicle.**
2. The agency/firm should have annual revenue of 5 lakh.
3. The Agency should be capable of supplying TWO (02) vehicles of same model even on a single day as and when required by CIRE & REC Project Office, Hyderabad.
4. CIRE does not guarantee any minimum engagement hour or Km of vehicle which will be totally dependent on CIRE & REC Project Office, Hyderabad operations in the financial year 2016-17. However, the TOTAL annual usage of CIRE & REC Project Office, Hyderabad during financial year 2014-15 was around 17 lakh only.
5. The agency/firm should be able to supply vehicle under a short notice (i.e 6 hour in advance). On booking of vehicle by CIRE & REC Project Office, the successful bidder may confirm the booking by way of email or SMS within two hours of request sent. If no response is obtained within two hours of request, it will be assumed as the agency is unable to supply the required model (as per CIRE/REC Project Office, Hyderabad Request). In the event of unavailability of particular model, the vendor may send higher model (under the same type such as hatchback, sedan etc) at the same rate of the required model. Even the vendor fails to provide the required model or next higher version (under the same type such as hatchback, sedan etc), it will be treated as one instance of non supply of vehicle by vendor. In every case, **no response within two hours of the original request will be treated as the vendor unable to provide vehicle.** In the case of non supply of vehicle, the relevant term mentioned in annexure-C will be applicable.
6. The bidder is allowed to quote even for one model of vehicle under any vehicle type (i.e Hatchback Car, etc) and can choose to quote under one type or more than one type and preferably all type (i.e Hatchback Car, Sedan Car, MUV Car, Luxury Car) . The lowest rate of **each vehicle model** (Say TATA Indica etc ) will be selected. In case of no availability of quotes of a particular model, lowest rate of the vehicle type (i.e Hatchback Car, Sedan Car, etc) will be selected for approved rate.
7. CIRE & REC Project Office, Hyderabad will hire the **vehicle model of lowest price** within the category unless there is specific need of a particular model or more number of vehicle available in vehicle type wise (i.e sedan etc) lowest rate vehicle model.
8. The bid evaluation **for outstation trip** will be done on the basis of 300 KM on two night basis. Simple Illustration of three example quotes was received as follows

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Example Quote as Received	Vendor	Minimum Billed KM/Day of Outstation	Rate/KM	Night Stay/ Driver Bhatta
	Vendor-1	200	Rs 13	450
	Vendor-2	250	Rs 10	450
	Vendor-3	300	Rs 9	450

Then L1 will be determined on the basis of price for 300 Km travel on two night

Bid Evaluation for Selecting L1	Vendor	Price 300 KM on two night basis	Evaluation Rank
	Vendor-1	Rs 6100 (=400*13+450*2)	L2
	Vendor-2	Rs 5900 (=500*10+450*2)	L1
	Vendor-3	Rs 6300 (=600*9+450*2)	L3

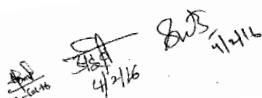
*The above example is for bid evaluation only. The bill payment will be as per actual Km traveled under L1 rate.*

9. In addition to above, the bidder must follow the other general terms & Condition is mentioned in Annexure-C

**All the terms and conditions as mentioned above are acceptable by us.**

Stamp and Seal of Authorized Signatory

Date:


  
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**GENERAL TERMS AND CONDITIONS**

*(Note: Please sign on each page & Upload the document)*

1. The successful bidder has to provide the vehicle/(s) as specified in the date, time and place as required by CIRE/REC PO HYDERABAD from time to time. Additional vehicles, if required, shall be arranged by bidder as per the rates approved by CIRE/REC PO HYDERABAD

2. The bidders shall quote the rates only in the format as mentioned in the tender. No deviation in the format would be permitted. In case of any deviation, CIRE/REC PO HYDERABAD may at its discretion summarily reject the bid. The Bids submitted by the bidders shall be valid for a period of 60 days from the date of opening of bids by CIRE/REC PO HYDERABAD. In case the date fixed for opening of the bids happens to be a holiday, the bids shall be opened by CIRE/REC PO HYDERABAD in the next working day. Bidders may please note that the rates quoted for the present tender document shall be as per the rates of fuel as on the date of issue of the Tender Document. Bidders may if they choose can nominate one of their authorized representatives to attend the bid opening in which case the authorized representative shall mandatorily carry an authorization letter for attending the bid opening.

3. The rates quoted by the bidders should include all consumables i.e., fuel, lubricating oil, driver's salary, daily allowance, and other incidental expenditures etc. All the expenditure involved in repairs & maintenance will be borne by the successful bidder. CIRE/REC PO HYDERABAD shall not be responsible or liable to make any payment to the drivers.

4. The quotes shall be a firm price during the one year contract period which includes all charges. However, Only in case of increase or decrease more than 6 Rs from Rate of Petrol or diesel as applicable, CIRE/REC PO HYDERABAD shall consider increase/decrease approved base rates i.e. 8hrs/ 80 kms, 4hrs/40 kms and Extra/km @ 0.3% on every 1% change in the respective fuel rate. The Petrol/Diesel rates currently changing on fortnightly basis, therefore the rate in Hyderabad in the first fortnight of the month (post changed one, if rate changes) will be considered for consideration of change. The rate revision will be will be applicable only for change more than 6 Rs and will be effective from the changed rate month only. An illustration of the fuel change variation to be applicable is mentioned below:

*Consider, for example, the 8hrs/80 kms rate for Tata Indigo vehicle as on 02-Feb-16 is Rs. 1000/- when the fuel rate is Rs. 67/-km.*

Now, say the fuel rate has been increased to Rs. 73.7 (10% increase leading to increase by more than 6 Rs/Km)- as on 03-Mar-16. Then the revised rate for 8hrs/80 kms for Tata Indigo vehicle would be Rs. 1030/- (i.e 3% increase). Similar revision would be effective for 4hrs/40 kms and Extra/km also. The changed rate will be applicable for the month of March, 2016 in this case.

5. Apart from the rates as quoted in Bid-1 and Bid-2, the successful bidders shall be

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entitled to all taxes at applicable rates and charges for parking / toll taxes, etc. as per actual on production of receipts.

6. Non supply of vehicle by the successful bidders will attract penalty @ Rs. 100/- per instance. In this case, CIRE, at its discretion, will choose from any other Agency, the difference amount will collected from the bidder either from the pending bill or from the security deposit. For vehicle on monthly basis (Category-I Vehicle), the vendor concerned will be debarred to provide vehicle after refusal/unavailability of the vehicle quoted for more than three times per month or more than 5 times in a quarter & the security deposit is liable to be forfeited. Regarding vehicle on daily basis (Category-II Vehicle), in case of refusal/unavailability of the vehicle quoted for more than three times per month, the vendor concerned will be debarred to provide vehicle & the security deposit is liable to be forfeited.

7. *Payment for all vehicles used shall be made on garage to garage basis with a limitation of dead mileage of 10 KM Maximum for daily use of vehicle only (i.e Category-II).*

8. All the payments will be made by CIRE/REC PO HYDERABAD only by way of e-payment against invoice raised as per the rates approved by CIRE/REC PO HYDERABAD. Payment will be made within 15 days on submission of proper invoice and receipts, if any. Payment will be subject to TDS.

9. The bidder shall mention mode of service tax payment by them i.e a) with abatement or b) without abatement.

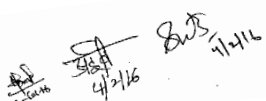
10. The bidders shall also submit the list of all vehicles specifying the quantity of each Model/Make & type (hatchback/sedan/SUV) available with them along with their quotations.

11. The successful bidder shall ensure that the vehicles provided to CIRE/REC PO HYDERABAD shall be in good mechanical condition and the interior and exterior of the car should be well maintained. The successful bidder shall ensure that there should not be any dent or rust on the car and there should not be any unwarranted noise etc. in the car while driving.

12. The bidders shall at the time of submission of the bids declare the number of works on hand with him / his firm in the various organizations along with previous experience of providing vehicles to any organization/enterprises, etc.

13. The successful bidder shall along with the invoice submit the duty slip as signed by the last commuter of each duty performed for CIRE/REC PO HYDERABAD. The duty slip should be jointly signed by the driver as well as the CIRE/REC PO HYDERABAD official using the vehicle.

14. In case of any breakdown of any vehicle while on duty during use in the Hyderabad City limits, successful bidder shall replace the same with similar vehicle within three hours including the travel time to the spot of break down or lesser, unless reasonable justification is provided to CIRE/REC PO HYDERABAD that the vehicle could not be provided due to

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traffic related issue. In case the vehicle is not supplied in time, the CIRE/REC PO HYDERABAD shall at its discretion hire the vehicle from any other agency in which case, the expenditure incurred for such hiring shall be borne by the successful bidder. CIRE/REC PO HYDERABAD may at its discretion also deduct the said amount from any other subsequent bill of the successful bidder.

15. The successful bidders shall ensure that all documents pertaining to the vehicle provided to CIRE/REC PO HYDERABAD is kept under the custody of the driver in the vehicle without fail while on duty and CIRE/REC PO HYDERABAD shall not be put to any inconvenience for any such failure of the bidder. Further, the vehicle should be free from all encumbrances and all taxes and statutory requirements should be fulfilled and related documents to be kept update.

16. The successful bidders shall ensure that the drivers driving the vehicles shall at all times carry a mobile phone. However, Mobile charges will not be reimbursed by CIRE/REC PO HYDERABAD. The drivers should have valid Driving License and also be well-behaved, well-dressed and maintain proper decorum and discipline while on duty. CIRE/REC PO HYDERABAD does not take any responsibility for any unwarranted actions of the driver.

17. CIRE/REC PO HYDERABAD does not take any responsibility in respect of any compensation/claim or any claims on account of any accident involving hired vehicles. Further, CIRE/REC PO HYDERABAD will not take any liability on account of any penalties imposed by Traffic Police/RTA/Statutory Agencies and the supplier shall own total responsibility.

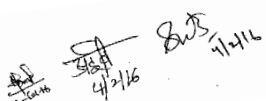
18. If the performance of the vehicle and driver is not up to the satisfaction of CIRE/REC PO HYDERABAD or the driver fails to carry out the instructions of CIRE/REC PO HYDERABAD official using the vehicle, CIRE/REC PO HYDERABAD reserves full right to terminate the contract at short notice. However, the contract shall be terminable by giving one month advance notice by either party.

19. CIRE/REC PO HYDERABAD reserves the right to reject any or all proposals submitted in response to this Tender Document at any stage without assigning any reasons whatsoever

20. Any dispute between the parties arising under or related to this contract Agreement that cannot be settled amicably may be referred to by either party to be Arbitration in accordance with the provisions of the Arbitration conciliation Act, 1996 or other rules as may be mutually agreed. In case of non settled dispute or difference, it will be under jurisdiction of court situated at Ranga Reddy District.

21. All the bids would be opened and evaluated by a designated Committee of Officers of CIRE/REC PO HYDERABAD, Hyderabad.

22. **Earnest Money Deposit:** All the bidders shall along with the bid document submit Earnest Money Deposit (EMD) amounting to Rs. 10000/- (Rs. Ten Thousand Only) by way of demand draft in favour of CENTRAL INSTITUTE FOR RURAL ELECTRIFICATION, Payable at Hyderabad from a schedule bank. The scanned copy of

Handwritten signatures and dates: "S.A. 4/2/16" and "S.B. 11/4/16".

DD should be uploaded in e tender and DD in original should be submitted EMD to be submitted in hard copy to CIRE on or before **28-Jun-2016** by 15:00 hrs. In case EMD is not received, the tender submitted by the bidder shall be liable to be summarily rejected by CIRE/REC PO HYDERABAD. No interest shall be paid by CIRE/REC PO HYDERABAD for EMD. The EMD of the successful bidders will be converted as security deposit by CIRE/REC PO HYDERABAD for a mandatory period of one year or till such extended period of contract whichever is later from the date of issue of order for which no interest shall be paid by CIRE/REC PO HYDERABAD. EMD of the unsuccessful bidders will be returned by CIRE/REC PO HYDERABAD within 3 Month and EMD will not earn any Interest.

23. The quotations completed in all the aspects along with the Earnest Money Deposit. The submission and opening of bids will be through e-tendering process. Tender document can be downloaded from the website **www.Tender wizard.com/REC** or from e-tender link given in REC Website, viz, **http://www.recindia.gov.in**. The EMD is to be sent in hardcopy to Additional Director, CIRE/REC PO HYDERABAD, NPA Post, Shivarampally, Hyderabad 500052 at the date, time and place as mentioned in this tender document. If any type of vehicle is not available with any bidder, it should be categorically mentioned as not available, to avoid inconvenience to CIRE/REC PO HYDERABAD in future. Also any cutting, overwriting etc. should be countersigned by the authorized signatory of the bidder.

24. The vehicle should be registered under commercial category.

25. The Contractor\bidder shall have to furnish a copy of Service Tax registration number (SRN) and Permanent Account Number (PAN) along with the bid. All the original documents shall be submitted by the bidder for verification at CIRE/PO Hyderabad.

26. The Contractor shall comply with all the statutory Acts, Provident Fund and applicable pension laws/labour laws/ regulations/ motor vehicle Act etc. and REC will not be liable for any sort of penalties due to non-compliance of any laws\ regulations. The statutory requirements for hiring the car on contract basis is to be complied by your firm including compliance of all safety/driving rules and regulations in force from time to time and is to be strictly complied with by driver.

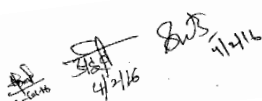
27. The bidder shall have to arrange to take insurance for the vehicle.

28. In case of any accidents, persons travelling in the car, driver, third party etc. during the contract period, the bidder shall be solely held responsible for settlement of payment of compensation, medical aid, loss or damage if any etc. as per law.

**All the terms and conditions as mentioned above are acceptable by us.**

**Stamp and Seal of Authorized Signatory**

**Date:**

Handwritten signature and date: 4/2/16