



NATIONAL INSTITUTE OF SOLAR ENERGY
(An autonomous Institute of Ministry of New
& Renewable Energy)
GURUGRAM

NOTICE INVITING TENDER FOR HIRING OF VEHICLES AT NISE,
GURUGRAM

Sealed tenders are invited from reputed transport agencies to provide various seating capacity buses and Cabs for National Institute of Solar Energy located at Gwal Pahari, Gurugram – 122 003. The interested bidders may download the tender documents from the website of NISE: www.nise.res.in.

Tenders shall be submitted in sealed envelope super scribed as “**Tender for hiring Buses / Cabs for National Institute of Solar Energy, Gurugram**“ addressed to: The Director General, National Institute of Solar Energy, Gurugram – Faridabad Road, Gwal Pahari, Gurugram – 122 003, Haryana, India. The bidders may submit their quotation by post or by dropping it in the tender drop box located at the reception counter of NISE Gurugram. Last date for receipt of bids will be 1.00 P.M. 24th July, 2017 (Monday). The bids will be opened on the same day on 3.00 P.M.

F. No ITD-01/2017-18/NISE
National Institute of Solar Energy
Gwal Pahari, Gurugram-Faridabad Road
Gurugram 122003 Haryana

NOTICE INVITING TENDERS

03 July 2017

Subject: - Notice inviting tender for hiring of vehicle for **National Institute of Solar Energy, Gurugram** -reg.

Sealed tenders are invited from reputed transport agencies to provide various seating capacity buses and Cabs or taxis for National Institute of Solar Energy (NISE) located at Gwal Pahari, Gurugram – 122003. The interested bidders may download the tender documents from the website of NISE: www.nise.res.in. The tender shall be submitted as per the following instructions:-

Submitting of quotations	Tenders shall be submitted in sealed envelope super scribed as “ Tender for hiring Buses / Cabs for NISE, Gurugram “ addressed to: The Director General, National Institute of Solar Energy, Gurugram – Faridabad Road, Gwal Pahari, Gurugram - 122 003, Haryana, India. The bidders may submit their quotation by post or by dropping it in the tender drop box located at the reception counter of NISE Gurgaon
Last date for submission of bids	1.00 P.M. on 24 th July 2017 (Monday)
Opening of quotations	3.00 P.M. on 24 th July 2017 (Monday)
Address for Communication	The Director General, National Institute of Solar Energy, Gurugram - Faridabad, Gwal Pahari, Gurugram – 122 003, Haryana, India. Tel: 0124-285 3055 / 3060



The rates shall be quoted in the Rate Proforma given below:-

Particulars	Usage limit	Hire Charges (Rs) – Per day / Vehicle. (excluding Taxes)					
		4 seater (Sedan) AC	20 Seater AC.	27 Seater AC.	35 Seater AC	40 Seater AC.	45 Seater AC.
Transfer from Gurugram Hotel to NISE and back to hotel at Gurugram.	12 Hrs & 15 Kms	×					
Transfer from Gurugram Hotel to NISE and back to hotel at Gurugram.	12 Hrs & 50 Kms	×					
Transfer from Gurugram Hotel to Greater NOIDA or Ghaziabad and back	12 Hrs & 120 Kms	×					
Full Day S/ Seeing (DEL.). Ex Gurugram Hotel.	12 Hrs & 150 Kms	×					
S/Day return trip to Agra Ex. Gurugram Hotel.	560 Kms / 1 day	×					
2 Days trip to Jaipur / Chandigarh Ex. Gurugram Hotel.	650 Kms / 2 days	×					
Per day Cab / Taxi*	8 Hrs / 80 Kms		×	×	×	×	×
Half day Cab / Taxi*	4 Hrs / 40 Kms		×	×	×	×	×
Cab (Monthly Basis)*	3,000 Kms / 300 Hrs		×	×	×	×	×
Rates for unspecified outstation trips**	250 Kms average per day + night haltage						
Rate per Extra Km (Rs per KM)							
Rate per Extra Hr. (Rs per KM)							

* Preference for cab will be given to the bidder with starting 0 kms at NISE Campus.

** Mileage shall be paid on the basis of minimum 250 Kms average per day + night haltage & taxes, in case of average daily mileage is less than 250 kms

Note: Taxes shall be quoted separately

Seal and Signature

Terms & Conditions

1. The bidder should have sufficient number of Buses/taxi which should not be older than 5 years and are in good working conditions.
2. The bidder shall submit a list of Clients being presently provided with bus/taxi service.
3. Mileage and detention will be calculated from Hotel at Gurugram only.
4. Preference for cab will be given to the bidder with starting "0" (Zero) kms.
5. The hire charges quoted above must
 - i) Include:
 - a) Fuel
 - b) Services of Chauffeur
 - c) State/Inter-State Taxes
 - ii) a) Toll Taxes and Parking fee shall be paid as per actuals
 - b) GST as per prevailing rate.
6. In case of any break-down, alternate arrangements must be made within a reasonable time, alternatively the institute will be at liberty to make such arrangements, payment for which will be deducted from the operators/ vendor bills.
7. In case of failure of AC in the buses or Taxes, a fee of 25% shall be deducted from proportionate distance.
8. The bus/cab shall be maintained with highest degree of cleanliness, and sufficient diesel of fuels shall be stored in the fuel tank.
9. The bus / taxi driver and conductor should be well dressed, well-mannered and should not consume Cigarette / Gutka / Tobacco products / alcohol during duty hours.
10. The busses should report to duty as per instructed timing and venue.
11. The hire charges quoted above should be valid for minimum period of one year from the date of issuing First Work Order. The term may be extended for another year based on the performance of the agency and requirement of Institute.
12. Copy of Registration Certificate / Road Fitness Certificate / State Road Tax payment / Pollution Certificate are required to be furnished.
13. The Transporter claiming Service Tax will have to submit the copy of said Tax deposit receipt as a proof thereof.
14. If the proposed buses are not registered in the Tenderer or his Transport Company's name, Tenderer will have to submit a copy of memorandum of understanding in proper form and signed between owner of the vehicle and transporter who is tendering.
15. The payment of the bills will be released within 30 days from the date of submission of bill in proper format.
16. NISE shall make payments through on line transfer. The bidder has to provide PAN and Bank Account details (Bank Mandate From) including IFSC Code and GST or Service Tax No (If any).

The terms and condition given above are acceptable to me / us.

Signature of the Bidder: _____

Name and Address with Seal of Transporter

Contact No. Office _____

Mobile No. _____

E-mail: _____