

UNION TERRITORY OF JAMMU AND KASHMIR
Office of the Chief Executive Officer
SRINAGAR SMART CITY LTD

NOTICE INVITING TENDER
E-N.I.T NO:- 12/SSCL OF 09/2020 DT:- 23-09-2020

For and on behalf of Lt. Governor UNION Territory of Jammu and Kashmir, Tenders are invited by **e-tendering** mode from approved and reputed/registered contractors/ firms dealing with job for hiring of vehicle for the use of Srinagar Smart City Limited under two cover system. The detail of work is as below.

S. No	Name of Work	Name of Organization	Earnest Money (in Rs.)	Cost of document (in Rs.)	Head of Account	Period Of Contract
1	2	3	5	6	7	8
1.	Hiring of Office Vehicle on Monthly Basis	Chief Executive Officer SRINAGAR SMART CITY LTD	Rs. 42000/- Pledged to Chief Executive Officer SRINAGAR SMART CITY LTD	Rs. 1000/- Pledged to Chief Executive Officer SRINAGAR SMART CITY LTD	SSCL	2 Years

1. Date of publishing **23-09-2020**.
2. The Bidding documents can be downloaded from the website <http://jktenders.gov.in> from **23-09-2020 at 11:00 Hrs.** onwards.
3. a. The Bids shall be deposited in electronic format on the website: <http://jktenders.gov.in> from **23-09-2020 to 03-10-2020 up to 1600 Hrs.** The bids received will be opened on **05-10-2020 at 1400 Hrs.** online.
b. The complete bidding process will be online.
c. Bids of bidders shall be opened on line in the office of Chief Executive Officer SRINAGAR SMART CITY LTD on **05-10-2020 at 1400 hrs.**
4. a. All the bidders are required to pay Cost of Tender Document and deposit EMD – in favour of Srinagar Smart City Ltd. “Bank Account Number” **021601010002252, IFSC, JAKA0GARDEN, MICR:190051008, Branch Balgarden Srinagar.**
b. The original copies of EMD, Cost of Tender Document shall reach to the Office of Chief Executive Officer Srinagar Smart City Limited (Address: 1st Floor Budshah Building, Lal Chowk, Srinagar, 190001, J&K) before the last date of opening of online bids.
5. Bid documents can be viewed at and downloaded from the website <http://jktenders.gov.in> Bid documents contain qualifying criteria for bidder, specifications, conditions and other details.
6. Bids must be accompanied by EMD and cost of Tender Document as specified in column 5 and 6 of the table above payable at Srinagar pledged to **Chief Executive Officer SRINAGAR SMART CITY LTD.** EMD will have to be in any one of the forms as specified in the bidding documents and shall have to be valid for Six (6) months after the opening of Bid. The cost of downloaded tender documents in the form of Demand Draft pledged to Chief Executive Officer Srinagar Smart City Ltd.

- a. Bids will be opened in the office of the **Chief Executive Officer SRINAGAR SMART CITY LTD on 05-10-2020 at 1400 hrs**. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
7. The bid for the work shall remain valid for acceptance for a period of **90-days** from the date of opening of bids.
8. Other details can be seen in the bidding documents.
9. **Instruction to bidders regarding e-tendering process**
 - a. The interested bidder can download the NIT/bidding document from the website ***<http://jktenders.gov.in>***.
 - b. To participate in bidding process, bidders have to get (DSC) “Digital Signature Certificate” as per Information Technology Act-2000, to participate in online bidding. This certificate will be required for digitally signing the bid bidders can get abovementioned digital certificate from any approved vendors. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
 - c. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature No Proposal will be accepted in physical form.
 - d. Bids will be opened online as per time schedule mentioned in Para 3(a).
 - e. Before submission of online bids, bidders must ensure that scanned copy of all the necessary documents have been attached with bid. Details of Document required is available along with downloadable tender document on ***<http://jktenders.gov.in>***
 - f. The department will not be responsible for delay in online submission of bids whatsoever reasons may be.
 - g. All the required information for bid must be filled and submitted online.
 - h. **The tenderer should quote his rate in such a way that the total work amounts without a fraction. In any case if the amount is in fractional form the amount between 0 to 50 Paisa will be treated as Nil and above 50 Paisa rounded up to next rupee. (The fraction will be limited to TWO digits only).**
 - i. **In case two or more tenders have quoted equal amounts for the work the allotment shall be made to the bidder having vehicle with higher model and less kms driven.**
10. Bidders can contact the undersigned for any guidance for getting DSC or any other relevant details in respect of e-tendering process.
11. The bidding will be under 2 cover system:
Cover 1 (Technical Cover): Self attested scanned copies of below mentioned documents have to be attached and uploaded by the bidder for Technical Qualifications:
 - a) PAN Card.
 - b) GST Registration Certificate.
 - c) Recent GST Returns.
 - d) Scanned copy of CDR/FDR as Earnest Money and DD as Cost of Tender Document.
 - e) R.C Book.
 - f) Insurance Policy.
 - g) Pollution Certificate.**Cover 2 (Financial Cover):**
 - a) Item Rates submitted by the bidder in the BOQ.
12. **The bidders are instructed to read carefully the BOQ. Items showing blank cells in the column of “Rates” should be treated as RTQ (Rate to be quoted). The bidders should accordingly bid rates for all items.**

GENERAL TERMS AND CONDITIONS

1. Bidders should quote **item rates (Of each individual item of BOQ)** as stipulated in the relevant BOQ's of N.I.T. The rates should be quoted without overwriting for cumulative estimated cost at the end of BOQ. The tenders, which are not quoted /written online and clearly/ carefully, shall be rejected.
2. The rates quoted by the bidder shall remain valid for at least for **90 days** from the date of opening of tenders.
3. The attested copy of R.C Book, the Insurance Policy and Pollution Certificate of vehicle supplied under this contract should be submitted and will be subject to scrutiny.
4. Telephones: - Telephone Nos be provided where requisition of vehicles can be conveyed all the 24 hrs.
5. Identity Cards: Proper Identity Cards after verifying the antecedents of his Drivers is to be provided.
6. The contractor shall provide his employee uniforms as required under the rules which shall be worn by him all the time while on duty.
7. Govt. Tax/Levy/Duty for plying the vehicles will be borne by the Contractor/firms.
8. Attested copy of driving license of driver should be submitted during the contract period.
9. Consumables like lubricants, tyres, battery and repairs, maintenance, taxes, insurance etc. will be contractor's liability.
10. Driving is to be assigned to only qualified experienced licensed driver, who also assume full responsibility for the safety and security of the Officers/Officials and store items.
11. Contractor will ensure that log book be maintained. The contractor shall also ensure that at the end of duty the driver completes the log book and gets it signed from the official using the vehicle.
12. Vehicles upkeep shall be in good condition along with good clean seat cover.
13. Accuracy of meters will be checked periodically by any authorized officer and reserves the right to get the meter calibrated or checked at any time and the event of any error/fault in the meter being noticed, the bill for the journey undertaken (including those undertaken earlier) would be adjusted, besides any other penal action, which may even lead to termination of contract.
14. No vehicle should be supplied having registration in the name of employees of Department.
15. No sub-contracting of the service allotted is permissible.
16. The tempering of meter, vehicle usage timings, overwriting of summary/log sheet and misbehavior of driver usage while on duty shall be viewed seriously, leading to even cancellation of contract.
17. Contractor shall not engage any person below 18 years and not more than 50 years of age for the designation of driver.
18. There shall be no liability whatsoever for payment of wages/salaries and other benefits and allowances to his personnel that might become applicable under any Act or Order of the Govt. In this regard, breach of such laws or regulations shall be deemed to be breach of this contract.
19. Direct or indirect liability arising out of negligent, rash and impetuous driving and any loss caused shall have to be suitably compensated by Contractor.
20. Department shall not be responsible for theft, burglary, fire or any mischievous deeds by his staff.
21. Contractor shall be the employer for his workers and department will not be held responsible fully or partially for any dispute that arise between the contractor and his workers.
22. In case of breakdown, after its reporting for duty, the vehicles will have to be replaced by same type immediately or not more that one hour. In case of non-availability of suitable vehicle a penalty up to Rs. 200/- may be imposed in addition to deduction on pro rata basis for the period. If the number of breakdowns exceeds three times in a month, a penalty of Rs. 300/- per breakdown shall be imposed. The penalty for absence during extra hour duty will be Rs. 100/- per occasion and temporary absence during duty hours without valid permission shall be Rs. 75/- hour of absence. In case of non-availability of vehicles for any particular day, penalty of Rs. 500/- per day shall be imposed in addition to deduction of hire charges on pro rata basis for the period. In case the private vehicle is hired due to non-availability of vehicles by vendor, the extra amount (as compared to the tender rates for the journey executed) will be paid by vendor or deducted from his bill.
23. Is the vehicle provided by the contractor is found to be not in good condition or without proper documents, the vehicle may be rejected and sent back. No Payment shall be made on account of such rejection. However, in case of dispute the decision of undersigned/In charge Executive Engineer would be final.

24. The payment shall be made on producing of Monthly bills in triplicate with copy of log book signed by the user by the end of the month for payment. The triplicate copy of the bill will be returned to the Contractor duly receipted. In case the vehicle engaged on monthly basis is to be discontinued during the month, the bills shall be paid on actual basis, as per terms and conditions. In case of any default by the contractor and in any of the terms and conditions (Whether general or special). Undersigned may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract in whole or part by giving 15 days' notice in writing to the contractor.
25. In case of any default by the contractor and in any of the terms and conditions (Whether general or Other), The undersigned may without prejudice to any other right) remedy which shall have accrued or accrue thereafter, terminate the contract, in whole or in part by giving 15 days' notice in writing to the contractor.
26. If the contractor wants to terminate the contract before the contract period, he shall have to give notice to undersigned before 30 days from termination date.

No: SSCL/CEO/2414-15
DT: - 23-09-2020

Sd/-
Chief Executive Officer
SRINAGAR SMART CITY Ltd