

INSTITUTE OF SEISMOLOGICAL RESEARCH (ISR)

Knowledge corridor, Raisan, GANDHINAGAR 382009

www.isr.gujarat.gov.in Phone: 079-66739009

Tender Notice

Sealed tenders are invited from reputed agencies/vendors for providing vehicles service as per requirement. The rates shall be valid for One Year from the award of the contract. The tender document may be collected from the Institute of Seismological Research, Raisan, Gandhinagar from **20/03/2018 to 09/04/2018** or downloaded from the above mentioned website. The last date for submitting the tender form with offer is **09/04/2018, 3:00PM**, which will be opened on the same day at **3.30 PM** at ISR.

I/C, Store & Purchase Officer
Institute of Seismological Research

Tender No. ISR/SPO/Veh/2018/01

INSTITUTE OF SEISMOLOGICAL RESEARCH, GANDHINAGAR

Background:

The Institute of Seismological Research, working under the aegis of Department of Science & Technology, Govt. of Gujarat is emerging as a world famous research institute. Institute of Seismological Research is conducting field work / symposium/ conferences/ workshops on various Seismological aspects throughout the year. Field work includes geological and geophysical surveys focused on Earthquake genesis, mostly carried out in Gujarat state. Other than field work vehicles are used for local Ahmedabad, Gandhinagar, pickup and drop from airport and railway stations during symposium/ conferences/ workshops.

ADDRESS / LOCATION:

Institute of Seismological Research,
Knowledge corridor,
Raisan, Gandhinagar

Job Description:

Arrangement for vehicles as per requirement.

1. Local – trip of Ahmedabad, Gandhinagar.
2. Field trip – Whole Gujarat state.

SHORT TERMS NOTICE/TENDER No	ISR/SPO/Veh/2018/01
Description	Arrangement for vehicles as per requirement.
Tender Fee (non Refundable)	1,500/-
EMD	10,000/-
Security Deposit (5% of the Tender value)	(Rs. 15,000/- Based on Previous year tender) In the form of BG, For from nationalized bank of India
DATE OF UPLOADING OF BIDDING DOCUMENT	20/03/2018
SUBMISSION OF BIDS	Date: - 09/04/2018, Time: - 3:00 PM.
OPENING OF BIDS	Date: - 09/04/2018. Time;-3:30 PM
ADDRESS	INSTITUTE OF SEISMOLOGICAL RESEARCH DEPARTMENT OF SCIENCE & TECHNOLOGY (Govt. of Gujarat) Knowledge corridor, Raisan Village, Gandhinagar- 382007. Phone: 079-66739003/09

IMPORTANT:

1. The firms can contact SPO/ADMIN officials of ISR for any other details
2. Apart from above bidder will have to adhere any additional condition added to purchase order.

Pre-qualification criteria:

The bidder must submit following

- (1) GST number (2) Firm registration number (3) PAN/TAN number (4) Income tax returns in last 3 Years.
- (5) Same work experience in Gov. Sector (6) contact address and phone number.

Payment:

Payment may be released after the completion of the trip on actual invoice/expenditure with supporting documents within one month.

1. Tender Documents Submission:

The agency/bidder submit the quotation clearly specifying **“Quotation for Vehicle Services, as and when required”** for One year, which may be extended for another 1 year if no compliant is found against service provider.

Method for Selection:

1. The Bidder should submit the bid in two envelopes. In one envelop, are bidder should submit document related to GST, registration no. PAN/TAN, IT return, work Experience & Contact address & Phone no. (As mention Pre -quotation contract). In should envelop the price bids are to be submitted.
2. The price bid in only mention bidders will be opened who has submitted the document.
3. The Successful Bidder has to deposit security of 5% of the contract value before commissioning the contract valid for 12 months from nationalized bank or approved bank of Government of Gujarat as per GR no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time; in the name of “Director General, ISR.” ISR, Gandhinagar in the form of FDR or BG.
4. The bidder fail to submit any document related on pre- quotation contract, the bid will be registered & price bid will not be opened.
5. Based on experience, quality and price, the selection committee of ISR will finalize the bidders.

6. ISR reserves the right to reject one or all the offers without assigning any reason thereof and is not bound to award work to the lowest bidder.
7. Work order will be issued to the tenderer which satisfies selection committee after due deliberation.
8. Vehicles should be not older than **5 years** and must be in good conditions. Vehicle Seats should be neat and clean. Vehicles must be registered with RTO and must have full insurance. Certificates/ documents for the same will have to show as and when required.
9. ISR reserves the right to cancel the contract/order on any reasonable ground/violation of contract etc. for which no compensation will be given.
10. In case of any dispute, courts in Gandhinagar will have final jurisdictions.
11. In the case of damage to vehicle/ driver etc. due to natural calamity or accident, the ISR will not be liable or responsible in any way.
12. No advance payment will be done by ISR towards diesel/petrol/ oil/ repairing etc.
13. The above shown numbers are only indicative and may change as per actual requirement.
14. Prices should be quoted for 24 hours in a day including all types of holidays.

Types of Vehicles:

As described in the price bid.

Termination of Contract:

If at any point of time, ISR finds that the work of the Tenderer is not satisfactory or as per the approved field plans, ISR can terminate the contract and award the same to one or more parties in the panel to complete the assignment within the required timeframe. In such an event, the service provider/ tenderer who have failed in the performance shall be liable for penalty, damages and expenditure that ISR will have to incur for this work and no dispute regarding this will be entertained by the ISR.

Submission of Tenders:

Quotations shall be prepared and submitted in two sealed envelopes. In one envelope, bidder shall provide documents related to GST, firm registration, PAN/TAN, IT returns, experience, EMD and contact details. The other envelope shall have financial bids. The envelopes shall be securely sealed and subscribed with name and reference number of the tender.

The Financial offer should be inclusive of all taxes, duties like GST, Octroi, Toll Tax, Parking or any other. and no additional payment shall be made to the Tenderer over and above the quoted price. Offers by Fax, e-mail or received in open condition will not be entertained.

Award of Contract:

The financial bids of only those bidders who has submitted all documents pertaining to pre-qualification will be opened.

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Please furnish the following details if yes with copy attach.

- 1. GST No. Y/N
- 2. Firm Registration no. Y/N
- 3. PAN/ TAN no. Y/N
- 4. Income Tax Return copy Y/N
(Submit last 3 years).
- 5. Similar work experience in Y/N
Govt. organization/board/Nigam/ corporation
(Submit work order copy)

6. Contact Address with Telephone no. / Mobile
no.
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Service Provider Name

Service provider Sign. and Stamp

I/C, Store & Purchase Officer
Institute of Seismological Research

INSTITUTE OF SEISMOLOGICAL RESEARCH
Price Bid

Description (Arrangement for vehicles on 24 * 7 basis) as and when required					Rate/ Km	
Vehicle (Type)	Local, Minimum 100 km / day.		Field work, Minimum 300 km/day (Whole Gujarat including Rann, Hilly and Remote places, and out state)		Ahmedabad Airport & Railway Stn. Pick & Drop (From ISR , Gandhinagar)	
	Non AC	AC	Non AC	AC	Non AC	AC
INDIGO						
X cent						
Swift Dzire						
Tavera						
Innova 8 Seated						
Mahindra Xylo						
Tata Winger						
Tempo Traveler 14 Seated						

Note:

1. Prices should be inclusive of all taxes, including GST, toll and parking on 24x7 basis.
2. No allowances/overtime etc. will be given to driver separately.
3. Vehicles should not be older than 5 years.

Vendor Sign. and Stamp

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