

DRAFT NOTICE INVITING TENDER NO : e-DNIT-01/HIRE-CAR/EE/RD/DIV/MNU/2018 dt-01/08/2018

GOVERNMENT OF TRIPURA
OFFICE OF THE EXECUTIVE ENGINEER
RURAL DEVELOPMENT MANU DIVISION
MANU: DHALAI: TRIPURA-799275
email : eerddd2@gmail.com

1.	PNIT NO.	E-PNIT-I/EE/RD/DIV/MNU/2018 dt-01/08/2018.
2.	Name of item	Hiring of One Number Bolero or EECO Vehicle (any Model) for office duty/work site visit for RD Manu Division.
3.	Eligibility of bidder	Owner of commercial Vehicle of mentioned type/category not older than purchased year 2016.
4.	Earnest Money	Rs.10000/- (Rupees Ten thousand) only in the form of DD/D. Call/BC in favour of EE, RD Manu Division, payable at Manu.
5.	Tender form fee	Rs.500.00 (non refundable, in the form of DD, in favour of EE, RD Manu Division, Payable at Manu).
6.	Inspection	Department inspection.
7.	Date of Floating	01/08/2018.
8.	Date of Pre-bid meeting	Nil
9.	Last date of e-bidding	21/08/2018 (upto 3.00 PM)
10.	e-bidding website	https://tripuratenders.gov.in
11.	Bid opening date (probable)	21/08/2018 (at 3.30 PM)
12.	No of written pages incl. this page	13 (Thirteen) nos.

LEGEND/CONTANTS

SI No	Particulars	Page No	Remark
1.	Front Page of DNIT	01	Technical part of Bid
2.	Legend	02	Technical part of Bid
3.	Documents to be Uploaded	03	Technical part of Bid
4.	Special Terms & Condition	04	Technical part of Bid
5.	Instruction to bidders	05	Technical part of Bid
6.	NIT	06	Technical part of Bid
7.	General Terms & Condition	07-09	Technical part of Bid
8.	Declaration	10	Technical part of Bid
9.	Checklist	11	Technical part of Bid
10.	Bidders information sheet	12	Technical part of Bid
11.	Specimen rate quoting sheet (BOQ) (to be filled up at the specified folder)	13	Part of Financial bid

Documents to be uploaded

(1) Following valid and self attested (ink signed) documents to be uploaded only in the specific folder of My document (language of all uploaded documents / certificates should be in English) in PDF format–

Sl No of my documents list	Category name	Documents to be uploaded	Remark
A.	Certificate	i) Registration, ii) Fitness, iii) Pollution Certificate, iv) Insurance, v) Driving License of Driver. (vi) Road Tax Challan	Documents to be uploaded in the specific folder
B	DNIT	Downloaded DNIT to be downloaded & read carefully & same to be uploaded against digitally signed.	Documents to be uploaded in the specific folder
C	Experience,	Experience certificate, if any	Documents to be uploaded in the specific folder
D	Misc. document	Any Other required document	Documents to be uploaded in the specific folder
E	Tax related document	(i) GST registration (ii) PAN card (iii) Professional Tax clearance/challan,	Documents to be uploaded in the specific folder

Note-(i) All documents to be uploaded in the specific folders only, otherwise it will not be viewed. If any document is not uploaded in the folders earmarked in e-tender portal of my document / my space for this specific DNIT , then at the time of submission of other important document , against that document, “not available” will be reflected. So 1st of all bidder should upload all documents in the specific above cited folders of my document / space folder and make all documents “available”.

(ii) If any document is not at all applicable for a particular bidder then bidder should upload a plain paper describing “Not applicable” along with signature and seal of bidder.

(iii) If bidders upload document in folders other than above cited specified folders, that documents will not be viewed and for which tendering authority will not be responsible.

(2) Sensitive Document (during e-bidding) -

- (i) Annexure A (Declaration sheet)
- (ii) Scan copy of EMD and tender fee.
- (iii) Annexure B (Check list).
- (iv) Annexure C (Bidder’s sheet).

Annexure-A, B, C to be downloaded & filled up, self signed, stamped than to be scanned in pdf format & uploaded with digital signature.

(3) Non sensitive Document / other important document (during e-bidding) -

- (i) DNIT
- (ii) Scan copies of self attested (ink signed) photocopies of relevant valid documents as mentioned in 1.

(4) Financial Bid (during e-bidding):-

Rate quoting sheet (BOQ).

(5) Original bank EMD, tender fee DD:- Original DD/FD/Dcall along with a plain paper forwarding letter containing details of the DNIT No./Bidder’s name/ Item/work name etc, **to be sent to the undersigned by post before opening of tender OR to be submitted in sealed condition to the tendering authority before opening of online tender, otherwise the bid will summarily be rejected.**

(6) After completion of bid submission, bidders are requested to take a print out of acknowledgement sheet.

SPECIFICATION AND SPECIAL TERMS AND CONDITIONS**Rate to be quoted :**

1. Rate will be calculated with detention charge & rate per kilometer, No over time /detention charge will be given.
2. Mileage rate for the vehicle will be for each running Kilometer from the placing of car at office primacies.
3. Rate will be including all taxes, charges, fuel, accessories, servicing and other relevant expenditure of vehicle.
4. Accessories for the vehicle will have to be provided by the Owner.
5. The Driver having valid driving license will have to be provided by the vehicle owner.
6. In case of driver changing the matter have to be informed immediately to the authority.
7. The vehicle has to provided in due time as and when called by the office authority including holidays.
8. The quoted rate will remain valid for one year from the date of approval.
9. Only the lowest & valid quoted rate will be recommended for approval.
10. The lowest successful bidder may be rejected for any irregular/unsatisfactory service and the office will reserve the right to take vehicle from other tender participating bidders at the same rate.
11. No claim for enhancement of rate on any ground during the quotation/agreement period shall be entertained.
12. The vehicle placed for duties shall always be kept fit and good condition. If the vehicle needs repairing, similar vehicle has to be replaced, so that the official work should not be hampered.
13. The vehicle should have sufficient fuel when placed for duty.
14. The meter for recording of mileage of the vehicle shall always be operational.
15. The Tendering Authority will have the right to cancel any quotation without assigning any reason to the bidders.

INSTRUCTION TO BIDDER

- 1) Interested eligible bidders should register in the website <https://tripuratenders.gov.in> for participation in the e-tender.
- 2) To participate in e-tender, the bidder shall have a valid Class 2 Digital Signature certificate (DSC).
- 3) **Bidder should take print out from the e-tender portal, details of all folders, where documents to be uploaded.**
- 4) Bidder shall download DNIT and carefully read all terms conditions and other contents of the DNIT. **Downloaded DNIT to be uploaded digitally signed as a part of technical bid, as a proof of acceptance of all terms condition in the DNIT.**
- 5) **Annexure A, B, C to be downloaded & filled up, signed, stamped than to be scanned in pdf format and uploaded with digital signature.**
- 6) **self attested copies of all relevant documents** as mentioned above has to be digitally signed and uploaded in technical bid part.
- 7) Rate quoting sheet (BOQ) shall be downloaded, filled up properly and uploaded in the financial bid after digital signature. **Name of bidder must be written in the appropriate field of rate quoting sheet by each bidder.** If any bidder is not interested to bid for all the items of a tender then the corresponding column of the rate quoting sheet (BOQ) should write " 0 " only. Any comments like 'Not quoted', 'Not applicable' etc. should not be written as these will not be accepted by the system.
- 8) To view the details of the BOQ bidder should have to enable **Macros / contents.**
- 9) To minimize the uploading time, bidder's shall use the '**My Document / space**' folder option in the e-procurement web-based-application, available after login, and may upload all his relevant non sensitive documents as mentioned above. '**My Document / space**' shall be populated prior to real time bidding and help the bidder to complete the bidding within the bidding session.
- 10) After scrutiny of tender/ preparation of comparative statement/during signing of agreement, if required eligible bidders will have to produce original copy of the uploaded document for verification.
- 11) **After opening of financial bid / issuance of Work/supply order, successful bidder will be asked to submit all documents which was uploaded against relevant DNIT.**
- 12) This is for the information of all bidders that, all documents uploaded in the tender including PWD Form-9, will be a part & parcel of the agreement, to be signed with the successful bidders.
- 13) **Tendering authority reserves the right to cancel the uploaded tender at any time before closing date of tender and to re-upload the tender document without assigning any reason. Bidders are instructed to take action with newly uploaded document if any.**
- 14) **Preparatory Works for the bidder for e-bidding:**

Sl. No	Bidder's work
1.	On publication of the e-tender, bidder should download the DNIT from website as mentioned in the PNIT and minutely go through the instructions/terms conditions/critical dates/eligibility criteria of the DNIT.
2.	The Bidder shall purchase Class 2 Digital Signature certificate from any certifying agency.
3.	The Bidder shall Enroll himself/ herself in the e-procurement web site 'https://tripuratenders.gov.in' and create User ID and Password.
4.	The Bidder shall Login into the website https://tripuratenders.gov.in " using the created ID and Password.
5.	After login, the Bidder shall find ' My Document / space ' folder option in the page. The bidder shall upload his entire non sensitive documents like notary attested copies of relevant documents as mentioned above in specified folders only. Scanning resolution should be 200 x 100dpi.
6.	The Bidder shall Download and fill up rate quoting sheet (BOQ) of financial bid and saved in the Bidder's computer for uploading at the time of e-bidding.
8.	The Bidder shall Download DNIT document and save in the Bidder's computer for uploading at the time of e-bidding.
9.	The Bidder shall Scan the Tender fee (DD) and EMD instrument (FD/ Dcall), and save in the Bidder's computer for uploading at the time of e-bidding.
Thus, the Bidder shall be ready and start e-bidding following the steps as per the e-procurement application and upload all the above documents with his/ her digital signature.	

**GOVERNMENT OF TRIPURA
OFFICE OF THE EXECUTIVE ENGINEER
RURAL DEVELOPMENT MANU DIVISION
MANU: DHALAI: TRIPURA-799275
email : eerddd2@gmail.com**

No.F.7(1)-EE/RD/DIV/MNU/2018/

Dated:01/08/2018

Press Notice Inviting e-Tender No. e-PNIT-I/EE/RD/DIV/MNU/2018 DATED:-01/08/2018

SI No	DNIT No.	Item & Tentative Quantity	EMD & tender fee	Eligibility of the bidder
1	e-DNIT-I/HIRE-CAR/ EE/RD/DIV/MNU/2018 dt-01/08/2018	Hiring of One Number Bolero Or EECO Vehicle (any Model) for office duty/work site visit for RD Manu Division.	EMD-Rs.10000/- (Rupees ten thousand)Only. In form of D. Call/Banker chque. Tender fee (non refundable):Rs.500.00 (in the form of DD)	Owner of commercial Vehicle of mentioned type/category not older than purchased year 2016.

Date of floating of tender: 01/08/2018, Last date of tender Inspection: 20/08/2018, Last date of online bidding: 21/08/2018 upto 3.00PM. Bidders can contact to 9436470943 /9612237875 for any clarification.

No tender form will be sold. Eligible bidders should participate in tender online through website <https://tripuratenders.gov.in> (for biding).

On behalf of the Governor of Tripura.

Sd/-
Executive Engineer
R.D. Manu Division
Manu, Dhalai Dist, Tripura.

Copy to the:

1. Chief Engineer, R D Department, Agartala.
2. District Magistrate and collector, Dhalai District, Ambassa.
3. The Director of Information, Cultural Affairs and Tourism, Government of Tripura, Agartala for arranging publication in 3(three) Nos leading Local Daily Newspapers [1(one) in one insertion], copy of each news paper may kindly be sent to this office at free of costm for keeping record.[Encl:-6(six) spare copies] or send a certificate copy of publication.
4. Superintending Engineer, RD 4th Circle, Ambassa, Dhalai Tripura.
5. District Welfare Officer, Dhalai, Jawaharnagar.
6. Senior Deputy Magistrate, DM Office, Dhalai.
7. SDM, LTV Sub-Division, Dhalai.
8. Executive Engineer, RD Store Division, Agartala with a request to upload this notice in the official website mentioned above.
- 9-21. Agartala Division(RD), Ambassa Division (RD), Amarpur Division (RD), Teliamura Division (RD), Bisramganj Division (RD), Udaipur Division (RD), Satchand Division (RD), Santirbazar division (RD), Kumarghat Division (RD), Kanchanpur Division (RD), PWD LTV Division, Manu.
- 22-27. Block Development Officers, Manu/Chawmanu/Ambassa/Salema/Dumburnagar/
Durgachowmoh ani RD Block with a request to display the notice in the notice board.
28. All Assistant Engineers, Junior Engineers, Technical Assistant, Head Clerk, Accountant/ Cashier/ Store keeper, Work assistant, Mechanic, Tender Section of this Division. They are requested to take necessary action for wide publication of the same.
29. All Contractor Association, Manu/Ambassa.
- 30-31. Gouard file/Notice Board of this Division.

Sd/-
Executive Engineer

GENERAL TERMS CONDITIONS

1. **Attachment with tender:** Bidder shall have to upload valid Self attested photo copies (whichever is/are applicable to the bidder) of documents as mentioned under “ documents to be uploaded”.

If any of the above applicable paper is not attached with any tender, tendering authority reserves the right to declare the incomplete tender as informal or may ask the bidder to furnish wanted documents after opening of technical bid of the tender. Besides this, the department reserves the right to seek any additional information/document in any stage from the bidder after opening of the tender. If original EMD/Tender fee is not received by the tendering authority within three days after closing of tender then the tender will be rejected. Tendering authority will not be liable for any postal delay.

2. **Sensitive and non sensitive Documents to be uploaded:** As mentioned under “ documents to be uploaded”.

To minimize the uploading time bidder may use the ‘My Document / space’ folder option in the e-procurement application after login and may upload all the relevant static (non sensitive) documents like attested copies of all relevant documents as. ‘My Document’ may be created prior to real time bidding . This will help the bidder to complete the e-bidding within the bidding session. **No unwanted /irrelevant documents** should be uploaded as these will increase the uploading size and may create problem in uploading the tender in time.

3. **Eligibility of the bidder:-** As mentioned in first page. No tender form will be sold. Only eligible bidders (having all required papers) should participate in the tender online through <https://tripuratenders.gov.in>. If any bidder suppresses any fact which could debar him from participation in the tender and the truth is revealed to the tendering authority subsequently, the bidder will be liable for legal prosecution as well as other stern action by the tendering authority within his/her jurisdiction and the received tender will be rejected and deposited earnest money with the tender will be forfeited & other action vide para 27 of terms and conditions of DNIT will be initiated.

4. **Extraneous term condition:** Bidder should accept all the term condition of the tender unconditionally and if they impose any extraneous term condition or offer any conditional discount, tendering authority reserves the right to declare the bid informal.

5. **Action of bidder in e-bidding:** Tender must be submitted online in two-bid system- **(a) for Technical and General bid, (b) for Financial bid**. Bidder should go through each and every page of the tender patiently , fill up the relevant points of bidder sheet, check list ,rate analysis sheet (where ever applicable)and quote rate in rate quoting sheet(BOQ), provide other wanted information ,digitally sign the documents and upload the same and also upload digitally signed notary attested copies of the relevant documents with technical bid. In addition, filled up declaration sheet and rate analysis sheet must be ink signed with stamp of the bidder . Incomplete tender in respect to tender form or attachment may attract rejection.

6. **Submission of tender fee and earnest money:**

Tender fee (Nonrefundable, cost given as above in the form of DD) and Earnest money (in the form of Banker Cheque / D call) must be submitted through separately in favour of “Executive Engineer, RD Manu Division”, payable at Manu.

Applicable Demand Draft /Fixed Deposit / Dcall must be scanned, digitally signed and uploaded along with **Technical Bid**.

7. **Explanation/clarification of tender:**

If any bidder requires any explanation or clarification of any term condition of the tender, it must be sought from the tendering authority before participation in the tender.

8. **Opening of tender:**

Tender will be opened online. The opening date and time is mentioned in the uploaded document. If opening schedule gets changed, revised schedule will be displayed in the office notice board of the undersigned and will also reflected in website (<https://tripuratenders.gov.in>)

Automatic generated computerized comparative Statement will not be final (which will be displayed as 'BOQ comparative chart' at financial bid opening summary page). Department will prepare comparative Statement and scanned, signed statement will be uploaded in the website for information to the bidders. This will be displayed as 'finance_xx.pdf' at financial bid opening summary page.

10) Sample:- As stated in 1st page of DNIT. Sample is non refundable. If any supplied item's quality differs from the approved sample then entire lot may be rejected or bidder may be asked to replace the lot or penalty may be imposed on the supplied lot at the percentage by which deviation will occur with respect to the submitted sample

11) Validity of rate: - Rate should remain valid up to **one year from date of approval**, without any price variation.

12) Price variation clause: - Price should be fixed and firm in all respect. No price variation will be allowed in case of variation in raw materials cost, transportation cost and revision in any duty/taxes/charges/services. The deduction of tax at source shall be at the rate as notified by the Government from time to time.

13) E-Road permit: For completion of delivery no e-road permit will be issued by the tendering authority for transportation of relevant materials outside of Tripura state for supply purpose.

14) Any clarification/explanation if any regarding the tender should be sought from the undersigned before dropping of tender.

15) Clarification of tender: After opening of the tender (if required) lowest bidder will be asked to appear before a team of officers headed by the tendering authority for clarification, justification and analysis of the quoted rates along with all original documents as wanted in the tender and additional documents wanted subsequently if any. If they fail to attend the meeting as per programme or fail to produce any original document their bid will be rejected forfeiting entire EMD and blacklisted for two years.

16) Supply order/Work Order:- Supply/Work order will be placed by the tendering authority & concerned Block Development Officer, if relevant. Supply/work should be materialized/performed in consultation with the concerned purchaser/worker/Agency. Bill in triplicate accompanied by receipted challan should be raised through the concerned implementing officer of the work only. Supply order will be placed in phase manner against requirement of specific work.

17) Security money and agreement:- After issue of supply/Work order, the successful bidder (supplier) shall have to deposit 5% value of estimated cost of issued supply/work order subject to a maximum of INR 1.00 lakhs as security money in the shape of bank draft / fixed deposit/Dcall at any nationalized or scheduled bank within 3 days from the date of issue of the supply order and sign formal agreement with the Tendering Authority failing which the deposited earnest money of the bidder will be forfeited to the full extent & bidder will be declared black listed for next two years. Minimum value of security money is equal to earnest money. Earnest money will automatically be converted to security money after issuance of supply order. Additional amount if any to be deposited separately.

18) Penalty clause:-

SI No	Ground	Penalty
1	Revision of rate or withdrawal of bid after closing of tender but before the opening of tender.	25% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
2	Revision of rate or withdrawal of bid after opening of tender.	50% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
3	Revision of rate or withdrawal of bid after negotiation / approval of rate but before issuance of supply order.	100% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.

4	Fails to attend negotiation / clarification meeting as per call of tendering authority / fails to justify their quoted rates on the basis of analysis.	75% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
5	Fails to deposit security money in time and sign the agreement.	100% EMD will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
6	Fails / surrender to supply after issue of supply order or after approval of rate.	100% security deposit will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
7	Non maintenance of delivery schedule as per agreement or supply order or extended period allowed to supplier	Liquidated damage @ 1% per day and subject to maximum 10 days or 10% on the delayed supply will be imposed. Amount of penalty will not exceed maximum security deposit amount. If still the bidder fails to complete the full quantity , then 100% security deposit will be forfeited and bidder will be black listed for next two year to participate in any tender of tendering authority.
8	After signing of agreement or issuance of supply order, failed to supply the materials as per agreement or supply orders within stipulated delivery period including extension on valid reason.	Agreement / supply order will be rescinded and unsupplied quantities will be procured by alternative arrangement. Cost difference or security money whichever is higher will be recovered from the bidder's security money / pending bill and firm will be black listed for two years.
9	Fails to replace / repair defective materials by specific one from the date of receipt of information during the warranty period.	Security money will be forfeited to the full extent and bidder will be black listed for next two year to participate in any tender of tendering authority.

19) Cost of certified copy of agreement: The supplier is entitled to have a certified copy of relevant agreement at the cost of INR 1.00 per written page of agreement subject to minimum INR 500.00.

20) Payment:- No advance payment will be made. Payment will only be made after successful execution.

21) Conditional discount: - Tenders with any condition including conditional discount will not be entertained and may be rejected.

22) Dispute & litigation :- In case of any dispute arising out of the contract/purchase order, the court at Longtharai Valley, Chailengta in Tripura will have Jurisdiction to deal will the same and decide any legal matter or dispute whatsoever arising out of the contract/purchase order or tender.

23) Bidders may use extra sheet to explain specification / design and enclose after signature with the tender.

24) Any clause not included in the DNIT but subsequently mutually accepted will be part and parcel of the terms and condition. Further any specification not in conformity of our requirement but subsequently mutually accepted may also be part and parcel of the terms and conditions.

25) Bidder must himself has to attend for clarification/collection of payment/any meeting/ collection of EMD/collection of security deposit/as and when asked by the tendering authority along with photo/address proof identity submitted with the tender. No authorized person will be allowed to act on behalf of the original bidder. If bidder fails to maintain direct contact with the tendering authority then bidder will be blacklisted and EMD / SD will be forfeited.

26) Any tender not complying with the requirement/fulfill the terms and conditions may be declared as informal.

27) Right to Accept/Reject the Bid: Tendering authority reserves the right to accept or reject any Bid and to annul the tender process and reject all such bids at any time prior to award of contract, without thereby incurring any liability to the affected applicant(s) or any obligation to inform the affected applicant(s) of the grounds for such decision.

DECLARATION**Item/Work name:-****DNIT No:**

I do hereby declare that I have personally gone through the relevant Draft Notice Inviting Tender (DNIT) and understood all the clauses, specifications of tendered items, instruction of the DNIT and having been fully satisfied, I have quoted the rate of item. This is further to certify that I have suppressed no facts in the tender which could debar me to participate into the tender. If it is revealed after opening of the tender that any fact is suppressed by me, tendering authority shall have the right to reject my tender along with other stern action against me as per term condition of the tender. I do affirm that all the term conditions of DNIT are unconditionally accepted by me. I have no objection if any extra term condition, mutually accepted by me and purchaser is incorporated into the agreement.

AND

I do hereby also declare that I am not blacklisted by any department / agency of central or state regarding quality compromise or any other reason in connection with similar work and there is no ongoing litigation with any department / agency of central / state Government as on dropping/closing date of tender. If subsequently it is revealed after opening of the tender that my declaration is false, my tender /concerned agreement will be cancelled, deposited earnest / security money will be forfeited and other penalty to be decided by the tendering authority will be imposed.

(Full Signature of bidder
Full name & Seal)

Checklist

CHECK LIST TO BE FILLED UP BY THE BIDDER AT THE TIME OF SUBMISSION OF TENDER BID.		
Sl. NO	Particulars	Comments of Bidder (yes/no)
1	All the pages of tender form / DNIT digitally signed by the bidder after going through and acknowledged, accepted & uploaded.	
2	EMD in proper shape & requisite amount is attached with the tender.	
3	Whether the bidder's sheet is filled up properly.	
4	The name of the person to contact/ the person who signed the tender has been written clearly indicating detailed address, telephone No, Fax No. & Mobile No. and the detailed address of the bidder etc. filled up.	
	Whether all required document has been uploaded	
6	Whether GST document of the bidder uploaded.	
7	Whether BOQ is filled properly and uploaded	
9	Whether penalty clause of the DNIT is accepted.	
10	Whether inspection clause of the DNIT is accepted.	
11	Whether delivery schedule indicated in the tender is accepted.	
12	Whether payment term according to the tender is accepted .	
13	Whether production capacity of the tenderer indicated and the supply experience in the Dept or other dept. indicated.	
14	Whether Rate quoted in/c all taxes & charges as per terms and conditions of DNIT	
15	Whether any extraneous terms beyond the tender terms condition given during submission of tender.	
16	Whether any conditional discount allowed in the rate.	
17	Whether any unconditional discount allowed in the quoted rate.	
18	Whether the validity period of tender is accepted.	
19	Whether Specification sheet gone through and accepted all specifications as indicated in the tender.	
20	Whether warrantee clause has been accepted.	
21	Whether Road permit clause has been accepted.	
23	Whether the bidder defaulter in the department or any other department in Tripura and any Court case pending with the department.	

(Full Signature of bidder
Full name & Seal)

Annexure-C

BIDDER'S SHEET

Bidders are requested to provide wanted information in this sheet. All the points are not required for all bidders. They should select their relevant points and fill up accordingly. Other points, not related may please be marked as Not Applicable.

1. Name and detailed mailing address of the Bidder (Firm / agency) who has participated in the tender along with phone, mobile no ,fax number with STD code & email.
2. PAN number of bidder:-
3. Name of person (proprietor) who have signed the tender paper:-
Mobile, Phone, Fax No:-
email address:-
4. Details of Earnest money deposit (amount, bank name, branch name, form of deposit, instrument no and date):-
5. Details of cost of tender form (amount, bank name, branch name, form of deposit, instrument no and date):-
6. Experience of bidder (if any):-
7. Brand name of the product:
8. List of enclosures :-
11. Any other information if any:-

(Full Signature of bidder
Full name & Seal)

- BOQ of XLS format to be downloaded & filled, after that uploaded with digital sign only in specific folder.

Rate Quoting sheet (BOQ)				
Tender Inviting Authority: Executive Engineer, RD Manu Division				
Name of Item: Hiring of One Number Bolero or EECO Vehicle (any Model) for office duty/work site visit for RD Manu Division.				
DNIT No: e-DNIT-I/HIRE-CAR/EE/RD/DIV/MNU/2018 dt-01/08/2018				
Bidder Name : Address & Mobile No:				
PRICE SCHEDULE (This BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)				
Sl. No.	Name of Item	Rate per running Kilometer	Rate for per day detention Charge. (No over time will be entertained)	Remarks
1	2	3	4	5
01	Hiring of One Number Bolero or EECO Vehicle (any Model) not older than 2016 purchased for office duty/work site visit for RD Manu Division	Not to be quoted here		