

TENDER NOTICE

Tender Notice No: BGC/Del/02/CH Notice/2011

Date: 02.06.2011

The Orissa Minerals Development Company Limited
A Govt. of India Enterprise
"Bird Group Of Companies" Core IV, 2nd Floor, Scope Minar, Laxmi Nagar, New Delhi- 110092

The Orissa Minerals Development Company Limited invites limited tenders to hire cars (Air conditioned / Non Air conditioned) on monthly/daily basis for its official use. Hiring shall be initially for the period of one year. Authorized tour/taxi operators having requisite vehicles/infrastructure should furnish their quotations latest by **22/06/2011** before 3.00 PM in the office of the Assistant Manager(M/L) at the above address.

The bid shall consist of two parts - Technical bid and Price bid. Both the bids are to be placed in two separate sealed envelopes (clearly super-scribing 'Technical Bid' and 'Price Bid'), which in turn are to be placed in one sealed cover. The Bids of all the parties whose Price Bid is not in a separate sealed cover or the rates quoted by them find mention in their Technical Bid shall be rejected forthwith. All the information sought under the head '**Technical bid**' is to be given in Technical Bid while price quoted for the same will have to be mentioned **only in the Price Bid**. The Price bids of only those parties shall be opened whose Technical Bids are found to be eligible.

The Technical bid shall be opened in the office of **the Asst. Mgr.(M/L), The OMDC Ltd, ["Bird Group Of Companies" Core IV, 2nd Floor, Scope Minar, Laxmi Nagar, New Delhi- 110092]** on **22/06/11** at 4.00 PM in the presence of one representative of each of the bidder who wishes to be present. The price bid shall be opened after evaluation of technical bid.

Tender document & terms & condition regarding above may be directly down loaded from the website www.birdgroup.gov.in

Format of Technical bid & Price bid are on subsequent pages:

TECHNICAL BID

1.	Name of the travel agency/business	
2.	Address of the agency	
3.	Registration no. of the travel agency	
4.	Year of establishment of travel agency	
5.	Name of the owner	
6.	Details of the person(s) to be contacted	Name: Mobile: Landline: Fax:
		Name: Mobile: Landline: Fax:
7.	PAN no./TIN no. etc (enclose a copy)	
8.	Registration number of e vehicles (mention atleast two)	
9.	Year of registration of vehicles (mention atleast two)	
10.	Any other information travel agency want to furnish	

Note: Please attach relevant copies of documents if needed & attach an extra sheet if you need to request/mention something.

PRICE BID

<u>Type</u>	<u>Upto 40km 4 hrs</u>	<u>Upto 80km 8 hrs</u>	<u>Charges for extra per km</u>	<u>Charges for extra per hour</u>

Terms & Conditions

The interested parties must be capable of providing vehicles on their own on the following terms & conditions:-

1. The successful bidder shall have to provide the desired number of vehicles.
2. The bidder should preferably have past experience of providing minimum 5 vehicles.
3. The vehicle can be at the disposal of the OMDC for 6 days a week (Monday to Saturday).
4. In the case of any accident, all the claims arising out of it shall be met by the contractor.
5. The vehicle will be kept neat and clean and in perfect running condition provided with seat covers.
6. If the vehicle goes out of order, the contractor shall provide a substitute vehicle immediately.
7. Payment shall be made on presentation of the bill on monthly basis.

8. The driver should have valid driving license & the vehicle should be registered with the concerned authorities of Central/State Government. A certificate to this effect should be provided.
9. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time.
10. The contract between the Department and the Transport Operators can be cancelled with prior notice of at least 30 days by the operator.
11. A penalty of Rs.250/- per day per vehicle may be levied if any vehicle fails to meet the terms & conditions prescribed herein on any day. However, in case of frequent violation of the terms & conditions, the contract can be cancelled forthwith without any notice.
12. The Drivers must observe all the etiquette and protocol while performing the duty.
13. He must be neatly dressed & must carry a mobile phone in working condition, for which, no separate payment shall be made by the Department.
14. The Transport operator and driver shall be bound to carry out the instructions of the Department as well as of the Officers assigned to the vehicle.
15. A daily record indicating time and mileage for each vehicle shall be maintained in a log book.
16. Dedicated Vehicles & Drivers must be provided & changes will be allowed only in exceptional circumstances. The vehicle must be available at any time of any day as desired by the Officer concerned.
17. OMDC New Delhi reserves the right to accept or reject any or all quotations without assigning any reasons.
18. This contract will be effective for duration of one year from the date of signing the contract. The contract may be renewed for a further period of one year as mutually agreed upon, subject to satisfactory performance.
19. Rates quoted will be valid for a year and no revision of rates will be entertained, unless for any special circumstances.
20. Rates for km will be charged as per the 'garage to garage basis"