

**NOTICE TENDER INVITING FOR TRAVEL AGENCY**  
**TO PROVIDE VEHICLES**

Scaled Tenders are invited from the reputed registered travel agencies to empanelment for providing vehicles on monthly rent/need basis along with driver. The interested agencies may participate in the bidding process by sending his tender in a single big size envelope containing two envelopes one for "Technical Bid", second for "Financial Bid" duly sealed & enclosed and superscribed as "Tender for providing Vehicles on rental/need basis" addressed to the **Bihar Foundation, 6<sup>th</sup> Floor Indira Bhawan, R.C.S. Path, Patna** should reach the office on or before 31-03-2015 by 3.00 p.m. The sealed/enclosed tender(s) should be sent only through by Hand/Courier/ Registered/Speed post. Conditional tender or tenders received after the due time and date shall not be entertained in any circumstances. Bihar Foundation, Patna would not be responsible for any delay or loss of the tender document. The tender(s) will be opened in the corporation office by the duly constituted committee on the same day at 4.30 PM in presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day at same time i.e.4.30 PM. Eempanellment will be done for one year, which can be extended for another 2 (two) year, subject to satisfactory work experience/performance.

**Tender has to be submitted in two parts:**

- I. The first part i.e "technical bid" constituting minimum eligibility criteria is to contain self-attested photocopies of the documents/papers as follows:-
  - 1) The intending bidders shall have to deposit an amount of Rs. 2000 (Rs. Two Thousand only) as non-refundable Earnest Money in the shape of Bank draft/Bankers Cheque from any Nationalized/commercial scheduled Bank Payable to the '**Chief Executive Officer, Bihar Foundation**'.

- 2) The bidders shall have a minimum annual turnover of Rs. 20. Lacs in each of the three F/Y: 2011-12, 2012-13 & 2013-14 duly supported by sufficient proof or Annual Audit Report containing balance sheet (if applicable) for each of the year certified by the Chartered Accountant. (Merely Turnover Certificate from C.A will not be suffice).
- 3) Three years of experience in this field supported by documents justifying such experience.
- 4) The bidders have to attach copies of registration and permits of vehicles owned and driving licenses of the driver at his disposal.
- 5) Registration certificates of agency under Service Tax and also under Income Tax Department supported by PAN card.
- 6) The bidder shall furnish a notarized affidavit of non-blacklisting (by any Govt. / Private institution) certificate containing a declaration to the effect of non-pendency of vigilance/CBI/CID/Police case against it.
- 7) The earnest Money Deposit (EMD) and the self-attested copies of all the required documents are mandatorily to be furnished along with the bid.
- 8) It should be ensured that every page of tender document is duly marked and signed with seal by the bidders without cutting/over writings.

II. The second part i.e ,Financial Bid' is to contain:

- (a) Price-Bid "(Financial bid ) properly sealed/enclosed separately without cutting, fluiding and overwriting, even with signature of the bidder is not admissible
- (b) The page of 'Financial Bid' is to be duly marked, signed, and sealed.

The rate should be quoted in the following format:

S.N	Type Vehicle	Rate in Rupees (Inclusive of fuel, driver, maintenance, all the taxes etc.)									
		Local Booking			Outstation Booking			Monthly Booking			
		Half Day (35 KM/4Hr)	Full Day-A (60 KM/8 Hr)	Full Day-B (75 KM/12 Hr)	Basic Rate (Rs.)/KM	Night Halt	Minimum chargeable (KM) Per Day	Up to 1500 KM	Up to 2000 KM	Up to 2500 KM	Extra Rate Per KM
1	Indica Non A.C.										
2	Indica A.C.										
3	Indigo A.C.										
4	Indigo Non A.C.										
5	Anbassador Non A.C.										
6	Sumo/Bolero Non A.C.										
7	Sumo/Bolero A.C.										
8	Safari/Scorpio/ Zylo/Grand- A.C.										
9	Innova A.C.										

**Note: Non-adherence to these stipulated conditions may lead to non-consideration of the bid at all.**

  
 (Ganga Kumar) 12/07/15  
 Addl. Chief Executive Officer,  
 Bihar Foundation, Patna.