

HLL Infra Tech Services Limited
(100% subsidiary of HLL Lifecare Limited)
(A Government of India Enterprise)
Corporate Office:
B-14A, Sector 62, Noida – 201307 (UP)
Ph: +91 120 4071500
Fax: +91 120 4071513

TENDER NOTICE

Sealed and super scribed tenders are invited for Empanelment of Vehicles/Cars on daily /monthly basis for the official use in HLL Infra Tech Services Limited (HITES), Noida (U.P.), from registered Transporters/Tours and Travels Agents situated within Delhi/NCR.

The tender documents containing the terms & conditions, etc. can be collected from our Corporate Office, B-14A, Sector- 62, Noida -201307 (U.P.) or downloaded from our website www.hllhites.com, www.lifecarehll.com & CPP Portal.

The IMPORTANT dates relating to the Tender are as follows :-

- | | |
|--|-----------------------|
| 1) Date of Issue of tender : | 11.10.2019 |
| 2) Date of Pre-bid Meeting : | 21.10.2019 at 3:00 PM |
| 3) Last date of submission of tender bids: | 31.10.2019 by 3:00 PM |
| 4) Date and time of opening of tender(s): | 31.10.2019 by 3:30 PM |

Senior Manager (HR & ADMN)
Phone No: 0120- 4071500
Fax No: 0120- 4071513



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PART – I
(TECHNICAL BID)



**Empanelment of Vehicles/Cars on daily /monthly basis for the official use
at HLL Infra Tech Services Limited (HITES), Noida**



HITES/NOIDA/ADMIN/VEHICLE/2019-20

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1. INVITATION FOR BIDS

Date : 11.10.2019

Tender No. : HITES/NOIDA/ADMIN/VEHICLES/2019- 20

Sub: Contract for Hired Vehicles

1. HLL Infra Tech Services Limited, Noida, 100% subsidiary of HLL Lifecare Limited (A Government of India undertaking); invites offer for Empanelment of Vehicles/Cars on daily /monthly basis for the official use from registered Transporters/Tours and Travels Agents situated within Delhi/NCR, for the following:

Car Segment	Car Type
Small Vehicle Segment	Maruti Eco (7 Seater), Tata Venture (7 Seater), Tata Winger (7 Seater), Chevrolet Enjoy (7 Seater), Ertiga (7 Seater), Indica, Maruti Swift, Santro, Ritz, Wagon R, i10, Etios Liva or equivalent models.
Medium Vehicle Segment	Dzire, Etios, Vento, Verito, Indigo, Xcent, Hyundai Verna, Nissan Sunny, Maruti SX4, Honda City, Ford Ecosport, Honda Civic, Maruti Breeza, Hyundai Creta or equivalent models.
Luxury Big Vehicle Segment	Innova Crysta, Toyota Corolla Altis, Toyota Camry, Toyota Fortuner, Endeavour or equivalent models.
Heavy Vehicle Segment	Tempo Traveller 9 / 13 Seater, Mini Bus 35, Seater, Volvo Bus

However, it may be noted that the number of vehicles to be hired and the number of days of hiring may vary depending upon the actual requirement.

The tender documents containing the terms & conditions, etc. can be collected from our HITES, Corporate Office, B-14A, Sector- 62, Noida -201307 (U.P.) or downloaded from our website www.hllhites.com, www.lifecarehll.com & CPP Portal.

2. The completed bid documents and all schedules should be submitted to **Senior Manager (HR & Admn), HLL Infra Tech Services Limited (HITES), B-14A, Sector-62, Noida-201307 (U.P.)** in a sealed envelope along with EMD and Tender Fee in a separate cover. Bids received after due date and time will be rejected. Any bid not accompanied by EMD and Tender Fee will be rejected.

3. Bids will be opened in the presence of Bidder representative(s) who choose to attend on the specified date and time, at the office of HITES at the address given.

4. In the event of the date specified for bid receipt and opening being declared as a closed holiday for HITES's office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.

5. The HITES may, at its discretion, extend this deadline for submission of bids by amending the Bid Documents or any other reasons, in which case all rights and obligations of the HITES and Bidder previously subject to the deadline will thereafter be subject to the deadline as extended. HITES will not be held responsible for the postal delay, if any, in the delivery of the bidding document or the non-receipt of the same. **Bids sent by Telex/Fax/Telegraph will not be accepted.**

The company reserves the right to club or split the items of works, change the qualifying criteria at its discretion and to reject / cancel the tender without assigning any reason thereof.



2. GENERAL CONDITIONS

QUALIFYING CRITERIA:

- 2.1 The Bidding is open to all qualified Bidder who fully meet the following qualifying requirements and provide satisfactory evidence concerning the same:
- (i) The Bidder should own or have on lease minimum 8 vehicles in medium segment and 2 vehicles in luxury segment, of model not older than 2017, registered as commercial vehicle in their name or firms name, to use as commercial vehicle. The proof of ownership or lease deed to be submitted along with document
 - (ii) Bidder should have at least three (3) years' experience in work of similar nature preferably with Government/Public Sector. *(Copy of work experience with Govt./PSU should be enclosed)*
 - (iii) Bidder should have permanent office in Delhi / NCR functioning 24 hours with a telephone connection. *(proof to be submitted)*
 - (iv) Bidder should have valid GSTIN. *(Copy to be submitted)*
 - (v) Bidder should have PAN No.;. *(Copy to be submitted)*
 - (vi) All vehicles should be GPS enabled with control centre maintained with HITES admin

HITES reserves the right to carry out capability assessment of the Bidder and HITES decision shall be final in this regard.

- 2.2 **TURNOVER:** The Bidder shall have a turnover of minimum **Rs. 25 Lakhs** (Rupees Twenty Five Lakhs) from similar business **during each of last three (3) financial years (2015-16, 2016-17, 2017-18 & 2018-19, if finalized.** In that case, 2015-16 is not necessary) are eligible to participate in the tender. Copies of audited financial statements certified by Chartered Accountant shall be attached as a Proof.

Bidder must be profit making during the last two accounting years (2016-17, 2017-18 & 2018-19, if finalized) based on audited accounts.

- 2.3 **LOCATION:** The Bidder submitting the tender should be located within the Delhi / NCR. The vehicle/s, as requisitioned by HITES, should reach the stipulated destination located within Delhi/NCR, within a maximum time of 30 minutes, irrespective of the location of the Bidder within NCR, who has been awarded the contract, failing which the extra hours for which the vehicle will be used will not be paid and suitable penalty will also be imposed.
- 2.4 **AGE OF VEHICLES:** The vehicle provided to HITES shall be manufactured after 01.04.2017 and should be well maintained, neat, clean and furnished.
- 2.5 **DRIVER:** The Bidder shall ensure that the drivers employed have valid driving license and carry the necessary registration papers, security check verified and should be sufficient educated and properly behaved, properly uniformed and well conversant with the traffic rule/regulations and city roads/routes. It will be the responsibility of the taxi driver to get the duty slips and log book entries indicating start kilometer, end kilometer, distance covered and time from HITES to places visited etc. for each occasion of journey, signed by the officer/staff travelling on a day to day basis. The driver should be having one mobile handset with valid working number.



- 2.6 **TELEPHONE SUPPORT:** The Bidder should have adequate number of telephone for Contact round the clock. The HITES can request for the vehicle at short notice and Bidder shall provide the vehicle within such time on receipt of HITES 's request in writing /over phone failing which the HITES is at liberty to make alternative arrangement for hiring of vehicle at the risk and cost of the Bidder.
- 2.7 **INSURANCE PAPERS:** It will be the responsibility of the transporter to carry the proper valid insurance cover to passengers. Proof of valid insurance of all the vehicles quoted by the Bidder should be enclosed. He shall also agree to indemnify the HITES against all losses and claims arising out of any negligence or misconduct on the part of the operator or agent. Necessary proof to this effect should be enclosed along with the tender. All tenders without such documents will be rejected.
- 2.8 **ACCIDENT HANDLING:** If during the course of engagement of the vehicles to the services of the HITES, any accidents etc. occurred either to the vehicle or to the third party, HITES will not be responsible and any liability arising out of such accident shall be the responsibility of the Bidder only.
- 2.9 **ADHERENCE TO ALL STATUTORY REQUIREMENTS:** The Bidder shall comply with all Statutory enactments / provisions including labour laws, if applicable in relating to services offered by them.
- 2.10 **CALCULATION OF TIME AND DISTANCE:** For the purpose of calculation of time and Distance (KM) mileage will be paid from garage to garage subject to maximum of 14 (Fourteen) Km only from the point of embarking and disembarking (both inclusive).
- 2.11 The journey to the destination and back shall be undertaken by the shortest route possible. In case of breakdown of any vehicle during official duty, it shall be the responsibility of the Bidder to provide a replacement immediately. If no replacement is provided on time, alternative arrangement will be made and the cost thereof will be deducted from then payment to be made to the Bidder.
- 2.12 Toll tax, Entry tax, Permit fee for crossing border if any, parking charges shall be reimbursed by HITES on submission of original payment slips / receipts. The same shall be attached along with duty slips and submitted along with the bills. The HITES shall pay the hiring charges along with toll charges/Municipal Charges / parking charges only. All other liability, being the owner of taxis shall be borne by the Bidder.
- 2.13 The vehicles deputed should carry all relevant documents duly updated.
- 2.14 The meter indicating the kilometer run should be accurate and in working order as per the regulations of the Regional Transport Authorities. The mileage will start and terminate at pick up /drop point and no mileage will be allowed for any lunch or tea break.
- 2.15 All incidental expenditure towards repair shall be borne by the vehicle owner. The Bidders should have the capacity of repairing their vehicles in a short time and during repair time the Bidder would place a substitute immediately.



- 2.16 The vehicles provided to the HITES should fulfill the norms prescribed by the Government of NCT of Delhi, Department of Transport for Hired Vehicles.
- 2.17 It shall be the sole prerogative of the Competent Authority in the HITES to choose any one rate slab or a combination of rate slabs in case of vehicle being hired on daily hiring charges basis.
- 2.18 **Penalty Clause:** No Compromise shall be made by HITES towards punctuality, cleanliness, obedience, promptness, behaviour etc. If the Bidder, at any point of time during official duty, fails to perform duties, as directed by the HITES, the Penalty of **Rs. 5,000.00 (Rupees Five Thousand only)** will be imposed on each default instance. Recurring instances of such defaults exceeding 5 (five) instance would entail termination of contract and forfeiture of security deposit.
- 2.19 Passes if any required for the entry of vehicles provided by the Bidder into any Government Offices shall be arranged by the Bidder. Required assistance will be provided by HITES on demand. All the vehicles provided to HITES shall be equipped with minimum required number of mineral water bottles, newspaper etc.
- 2.20 No advance payment is payable by the HITES or the officers travelling in such vehicles. The billing will be done on a monthly basis as per GST Act and it should be submitted by the Bidder by the first week of the following month. The payment will be made only for those log books and duty slips which have been signed by the officer/staff using the vehicle. It will be the responsibility of the driver to get the log book entries indicating start kilometre, end kilometre, distance covered, time from HITES, places visited etc. for each occasion of journey signed by the officer/staff travelling and duty slips signed by the officer/staff on a day to day basis.
- 2.21 **GST:** The Bidder should have valid GST registration number. GST on bills shall be reimbursed only after submission of challan copy as proof of remittance of GST by the Bidder.
- 2.22 Any other taxes, duties etc. if any to be introduced/withheld/replaced by the Government after award of work by HITES, the same shall be reimbursed / deducted to/from the Bidder.
- 2.23 All payments shall be subject to deduction of TDS
- 2.24 While the HITES has a regular requirement for hiring of vehicles it shall have the right not to utilize the services at all or at any time or any period without giving any notice.
- 2.25 In case of dispute of any kind and in any respect whatsoever, the decision of CEO (HITES), shall be final and binding.
- 2.26 HITES reserves the right to obtain services of any number of Bidder enlisted for the purpose.
- 2.27 The HITES reserves the right to reject all or any of the offers or accept more than one offer.



2.28 The Competent Authority reserves the right to cancel/reject any tender/quotation at any time without assigning any reason whatsoever.

2.29 **Notarized affidavit be submitted that Bidder does not have any relation with person authorized to evaluate technically or involve in finalizing the tender or will decide the use of tendered items.**

2.30 **TERMINATION:**

This (Tender Notice)TN/Agreement will be terminated by prior notice in writing in the event of:-

- Bankruptcy proceedings being initiated against any party.
- Mutual agreement between parties to terminate this Agreement by giving 30 days notice.
- Any material breach of the obligations by the Bidder.

2.31 **JURISDICTION AND ARBITRATION:**

- a) This TN shall be construed and governed by the laws of India and the parties hereby submit to the exclusive jurisdiction of the Delhi Courts of law.
- b) In the event of any question, dispute and or difference whatsoever arising under the TN/Agreement or in connection there-with including any question relating to existence, meaning and interpretation or any alleged breach thereof, the same shall be settled as far as possible by mutual discussions and consultation failing which the same will be referred to the Sole Arbitration of any arbitrator appointed by the CEO, HLL Infra Tech Services Limited whose decision shall be final and binding on both the parties. Subject to as aforesaid, the Arbitration and Conciliation Act, 1996 (amended) and rules there under and any statutory modifications thereof for the time being in force shall apply to the Arbitrator proceedings. The cost of the Arbitration shall be borne by both the Parties. The Arbitration proceedings shall be held in Delhi/NCR only.

2.32 **FORCE MAJEURE**

(i) **Definition:**

For the purposes of this agreement, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations under the agreement impossible or so impractical as to be considered impossible under the circumstances.

(ii) **No Breach of Agreement/TN:**

The failure of a Party to fulfill any of its obligations shall not be considered to be a breach of, or default insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (i) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this tender, and (ii) has informed the other Party as soon as possible about the occurrence of such an event.

(iii) **Extension of Time:**

Any period within which a Party given notice under this clause, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.33 **CONFIDENTIALITY**

It is agreed that both parties will not disclose the contents of this Agreement/TN or any information with regards to pricing, customers, etc. that may be exchanged mutually. However any information that may be in the public domain is excluded.

2.34 **NON-CONVICTION/ BLACKLISTING/ DEBARRING CERTIFICATE**

A Notarized Undertaking has to be submitted that the Bidder has not been convicted/ blacklisted / banned/ de-registered/ de-barred by any of the Government authorities for the Past 3 Years.

Power of Attorney by Competent Authority in favour of Signatory of this Tender document be also submitted.



3. TERMS & CONDITIONS

- 3.1 Sealed tenders in the prescribed form in an envelope duly super scribing “**Empanelment of Vehicles/Cars on daily /monthly basis for the official use of HITES**” shall be submitted to the Senior Manager (HR & Admn), HLL Infra Tech Services Ltd., B-14A, Sec-62, Noida-201307. Any request for extension of submission date of tenders will not be considered. The tenders will be opened on the same date at 3:30 PM in HITES, B-14A, first Floor, Sec-62, Noida-201307. Authorized representatives of the Bidder may, if they so desire, be present at the time of tender opening.
- 3.2 **The tender should be submitted in the Performa given in Annexure-I and annexure-II. It should be duly signed by authorized signatory and should bear the stamp of the Bidder/company on each page. If any Bidder fails to quote the rate for a particular type of fuel it would be presumed that vehicle/fuel is not on offer. A declaration should also be submitted as given under Annexure-II dully signed by the authorized persons of the Bidder.**
- 3.3 Late/delayed tenders due to any reason whatsoever will not be accepted /considered.
- 3.4 Please note the **tender shall be evaluated on as and where basis and no communication whatsoever shall be entertained by HITES in this regard.**
- 3.5 **PERIOD OF CONTRACT:** The contract will be awarded to the successful Bidder for a period of **2 (Two) years** from the date of issue of contract and the rates at which the contract is awarded will be valid throughout the contract period. No claims whatsoever on account of increase in the rates of fuel and other factors such as statutory payments, minimum wages etc. shall be entertained and it will be the responsibility of the Bidder to bear such additional expenses.
However, based on satisfactory performance in 2 (two) years and as per requirement (if any) the contract may be further extended by HITES. The charges for the extended period will be fixed on based on the market trend/analysis prepared by HITES.
- 3.6 **COST OF TENDER:** The Bidder shall **submit a non-refundable fee of Rs 1,180.00 (Rupees One Thousand One Hundred and Eighty only) (incl. of GST) along with the tender.** Tender received without “Cost of Tender” will not be entertained/considered at all and will be rejected summarily.
- 3.7 **EARNEST MONEY DEPOSIT (EMD):** Bidder shall have to deposit interest free **EMD of Rs. 50,000.00 (Rupees Fifty Thousand Only)** in the form of crossed Demand Draft/Pay Order in **favour of M/s. HLL INFRA TECH SERVICES LIMITED** issued by Scheduled/Nationalized Bank **payable at NEW DEHI / NOIDA,** India along with their tenders. Tender received without EMD will not be entertained/considered at all and will be rejected summarily. Tenders received along with EMD in the form of cheque/cash will not be accepted/considered and hence rejected.



- 3.7 **BID VALIDITY:** The bids shall be valid for 180 days from the date of submission of bids.
- 3.8 **FORFEITURE:** The EMD will be forfeited if the vendor withdraws or amends impairs and derogates from the tender or fails to execute duties on time as per directions of HITES in any respect within the period of validity of tender or provide false information (if any).
- 3.8 **REFUND OF EMD:** EMD will be refunded to the Bidder within thirty days from the date of submission of interest free security deposit to the successful Bidder and to the unsuccessful Bidder EMD will be returned / adjusted with security deposit immediately on finalisation of contract.
- 3.9 **SECURITY DEPOSIT :-** Amount of **Rs. 2,00,000.00 (Rupees Two Lakh only)** will have to be deposited as interest free Security Deposit in the form of DD/Pay order/ Bank Guarantee by the successful Bidder within 07(Seven) working days of Award of Contract. (The successful Bidder has to submit an additional DD/Pay order/ Bank Guarantee of **Rs.1,50,000.00 (Rupees One Lakh Fifty Thousand only)** in addition to EMD submitted at the time of tender.) Validity of Bank Guarantee should be throughout the contract period initially for 2 (two) years.
- 3.10 **REFUND OF SECURITY DEPOSIT:** The security deposit will be refunded to the Bidder after sixty (60) days from the date of successful completion of the contract period.
- 3.11 **EXEMPTION:** Bidder from SSI/ NSIC/ MSME Industries are exempted from submission of EMD & tender cost and must enclose the SSI/NSIC/ MSME registration certificate for the same products/Services in this contract. If the SSI certificate does not contain the item as listed in our NIT and no EMD / tender cost is found enclosed, the offer shall be rejected. (refer Annexure –A)
- 3.12 Brief Profile along with details of vehicles owned in the name of the Bidder may also be provided with the tender document.
- 3.13 The successful Bidder will not sublet the work assigned to them. In case it is found by HITES, then his contract will be terminated with immediate effect and Security Deposit will be forfeited.
- 3.14 The Successful bidder may require to sign the Integrity Pact Policy with HITES.



PREFERENCES FOR MSEs

1. HITES reserves the right for providing preference to SSI/ NSIC/ MSME Industries in terms of “Public Procurement Policy for Micro and Small Enterprises (SMEs) Order 2012”. Purchase preference for these SMEs will operate as follows:
 - This Public Procurement policy shall apply to Micro and Small Enterprises registered with District Industries Centers or Khadi and village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises.
 - In this tender participating MSEs who quote within price band of L1+15% shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise will be allowed to supply up to 20% of total tendered value. 20% of this 20% MSE tendered value (i.e. 4%), will be allowed to be supplied by SC/ST entrepreneur if they ready to match the L-1 price.
 - In case of more than one such MSEs, the order/contract shall be shared proportionately (to tendered qty).
 - In case none of the MSEs qualified in above, complete order will be placed on L-1 agency.
2. Qualification criteria and other conditions mentioned in the tender are mandatory requirement and will not be relaxed for any reason.
3. Above preferences shall be applicable to only those vendors, whose SSI/NSIC/MSME certificate contains the item(s) as listed in this tender.



HLL INFRA TECH SERVICES LIMITED
Noida- 201307 (U.P.)

INDEMINITY CLAUSE

If the Bidder fails to execute the order within the time prescribed for enter into contract so ordered or violates or infringes the existing rates as agreed to as mentioned in the work order, the Bidder shall and will indemnify the company against all loses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-performance of contract at agreed rate and terms and conditions within the time specified in the work order. The company will initiate legal action if the Bidder fails to execute the contract as per the schedule in the work order for the actual loss suffered. Responsiveness of the Bid shall be at the discretion of HITES.

Bid pronounced Non Responsive by HITES shall be summarily rejected.

The decision of HITES will be final and no correspondence of this shall be entertained.

We have read and understood the above conditions and agree to abide by the same.

PLACE:
DATE:

NAME AND SIGNATURE OF THE APPLICANT
(WITH OFFICE SEAL)



HLL INFRA TECH SERVICES LIMITED
Corporate Office
Noida- 201307 (UP)

TENDER NO.: HITES/NOIDA/ADMIN/VEHICLE/2019-20

DECLARATION

We confirm that having read and understood all the conditions, instructions, forms, terms and conditions and other requirements of the above tender (both expressed and implied) in full and that we agree to abide by all without any deviation.

SEAL OF THE APPLICANT

SIGNATURE
NAME AND ADDRESS OF APPLICANT



HITES/NOIDA/ADMIN/VEHICLE/2019-20

13

Annexure-1

THE DETAILS TO BE FURNISHED BY THE BIDDER/AGENCY :

S.No.	Particulars	
1.	Name of the Company / Firm / Individual	
2.	Address of the Company / Firm / Individual	
3.	Year of Registration / Incorporation / DoB (proof to be attached)	
4.	Annual Turnover(along with proof)	
5.	GST Registration No. (proof to be attached)	
6.	Copy of RC to ascertain age of vehicle offered by the agency/partnership Bidder /proprietor	
7.	EMD Particulars	
8.	Proof of Valid Insurance of all Vehicles offered by the party	
9.	Name of the Govt. Departments/Ministries along with their address and details of contract person to whom vehicles were provided during last 3 years (with details of various vehicles/make) Copies of work order from govt. clients to be submitted	
10.	Certificate of satisfactory performance from the organization preferably Govt. /State Govt. /PSU to whom service was provided.	
11.	Name, Designation and address of the person to whom all references shall be made regarding this tender.	
12.	PAN and GST Details	
13.	Provide Bank Details for RTGS/NEFT Payments	
14.	Telephone with STD code/ Mobile Telephone No., if any	
15.	e-mail of the contact person, if any	

Certified that the information provided by me is true and authenticated

Yours faithfully

Date:

Place:

Business Address:

(Signature of the Authorized person)

Name:

Designation:

Seal:



Annexure-2

CHECKLIST TO BE FILLED BY THE PARTY

S.No.	Particulars	YES	NO
1.	Whether the Bidder has enclosed the proof of Registration/Incorporation.		
2	Whether the Bidder has GST registration if so proof is enclosed		
3.	Whether PAN Details (Proprietary/ Partnership/Individual) company is enclosed		
4	Whether the Certificate of satisfactory performance from the organization preferably Govt./State Govt./PSU to whom service was Provided is enclosed		
5.	Whether EMD enclosed		
6	Whether Bidder has enclosed proof of turnover		
7.	Whether proof of age of vehicle manufactured after 01.04.2017 enclosed		

Certified that the information provided by me is true and authenticated

Yours faithfully

Date:
Place
Business Address:
Seal

(Signature of the Authorized person)
Name:
Designation:



**PART – II
(PRICE BID)**



PRICE BID

Annexure -3

**Empanelment of Vehicles/Cars on daily /monthly basis for the official use
at HLL Infra Tech Services Limited (HITES), Noida**

S.No.	Details	Small Segment	Medium Segment	Big Segment
		AC (Rs)	AC (Rs)	AC (Rs)
1	Half day - (60 KM - 06 Hrs)			
2	Half day - (80 KM - 08 Hrs)			
3	Full Day- (100 KM – 10 Hrs)			
4	Full Day - (125 KM – 12 Hrs.)			
5	Rates for extra per km			
6	Rates for extra per hour			
7	Night charges from 11:00 pm to 5:00 am on Daily / Full day duty			
8	Monthly charges for 2400 km & 240 hrs.			
9	Monthly charges for 3000 km & 300 hrs			
10	Rate for extra per km for monthly basis vehicles			
11	Rates for extra per hour for monthly basis vehicles			
12	Night charges from 11:00 pm to 5:00 am on monthly duty			
13	Out station travel rates 250 km per day			
14	Outstation Night charges from 11:00 pm to 5:00 am			

GST RATE: _____% (IF ANY)

DECLARATION:

- (i) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
 (ii) We are not black-listed by any Centre/State Government /Public /Sector Undertaking in India.

Your's Faithfully

Date:-

(Signature of Authorised Person)

Place:

Name/Designation & Company's Seal



Annexure-4

S.No.	Details	Luxury Segment	Heavy Segment			
			Tempo Traveller 9 seater	Tempo Traveller 13 seater	Mini Bus 35 seater	Bus 48 seater
		AC (Rs)	AC (Rs)	AC (Rs)	A C (Rs.)	AC (Rs)
1	Half day - (60 KM - 06 Hrs)					
2	Half Day (80 KM - 08 Hrs)					
3	Full Day (100 KM – 10 Hrs)					
4	Full Day (125 KM – 12 Hrs.)					
5	Rates for extra per km					
6	Rates for extra per hours					
7	Night charges from 11:00 pm to 5:00 am on Daily / Full day duty					
8	Monthly charges for 2400 km & 240 hrs.					
9	Monthly charges for 3000 km & 300 hrs					
10	Rate of extra km monthly basis					
11	Rates of extra hour monthly					
12	Night charges from 11:00 pm to 5:00 am on monthly duty					
13	Out station travel rates 250 km per day.					
14	Outstation Night charges from 11:00 pm to 5:00 am					

GST RATE: _____ % (IF ANY)

DECLARATION:

(i) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.

(ii) We are not black-listed by any Centre/State Government /Public /Sector Undertaking in India.

Your's Faithfully

Date:-

Place:

(Signature of Authorised Person)

Name/Designation & Company's Seal



Annexure-5

S.No.	Details	Small Segment	Medium Segment	Big Segment	Luxury Segment
		AC (Rs)	AC (Rs)	AC (Rs)	AC (Rs)
1	Only Pick up / drop at Airport (T1/T2/ T3) from Delhi / NCR				
2	Only Pick up / Drop at Railway Stations in Delhi/NCR from Delhi / NCR				
3	Daily charges for only Pick up & drop of staff from Delhi / NCR to HITES Noida office & back.				
4	Monthly charges for only Pickup & Drop of staff from Delhi /NCR to HITES Noida office & back.				

GST RATE: _____% (IF ANY)

DECLARATION:

(i) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.

(ii) We are not black-listed by any Centre/State Government /Public /Sector Undertaking in India.

Your's Faithfully

Date:-

Place:

(Signature of Authorised Person)

Name/Designation & Company's Seal

