



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

उप-कार्यालय : कार्यकारी क्वार्टर B-1, के.ई.बंगला कम्पाउण्ड, स्टेट गेस्ट हाउस रोड, गवर्नरपेट, विजयवाड़ा, कृष्णा जिला, (आंध्र प्रदेश), पिन - 520 002

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Sub-Office : Executive Quarter B-1: K.E. Banglaw Compound, State Guest House Road, Governorpet, Vijayawada, Krishna District, (A.P.) PIN : 520 002

E-mail :- iwainw4@gmail.com, Tel:- 0866-2575123

File No: IWAI / VJA / NW-4 / 49 / Vehicle / 2021 / 02

Date: 17/09/2021

NOTICE INVITING TENDER

Sealed tenders are invited for "Hiring of operational vehicles" on monthly as per **Annex: 2** and daily hire (on need basis) for Inland waterways Authority of India, Vijayawada requirement on Km / Hourly rent basis as per the **Annex: 3** enclosed with other terms & conditions mentioned below:

Sl.No	Particulars	Quantity required	Type	Place of deployment of vehicles	Amount should not be more than
1.	Swift Dzire / Toyota Etios / Hyundai Xcent / Honda Amaze or any other similar make	01 (One) (5 Seater) (1 + 4)	Taxi / Commercial	IWAI, Vijayawada office	Rs. 40,000/- per month (exclusive of GST)

1. The bidder (Service provider) should be a reputed professional and registered organization / firm / individual with a minimum of 02 years of experience in providing taxi services to any State Govt., Central Govt. organization and Banks etc.
2. All the vehicles must be of 2018 or latest model / registration with specific make.
3. The vehicle should be in excellent condition with necessary tools, documents and well-dressed driver.
4. The driver should have experience at least 01 year and familiar of all local & out station routes especially in Andhra Pradesh, Telangana / Tamilnadu / Odisha with valid taxi permit.
5. The firm should submit self-certified copy of vehicle registration, copy of latest IT return, PAN Card, GST registration etc along with the quotation.
6. The firm should have at least 02 vehicles registered on the name either firm or owner or partner and registration certificate of the same shall also be submitted by the bidder.
7. Bid shall be valid for 90 days after the date of the opening of the bids.
8. **An undertaking to the effect that the firm has not been black listed / banned / debarred from any organization and no case is pending with the police or in the court of law against their name.**

9. The firm shall submit an amount of **Rs. 10,000/-** as Earnest Money Deposit (EMD) in the form of **RTGS / NEFT only** payable in favour of **"IWAI FUND EMD AND SD"** in the account no: **39373870652**, IFSC Code: **SBIN0011098**, State bank of India Bank, Suryaraopet Branch, Vijayawada. The proof of the same shall be enclosed along with the quotation. **The bids without EMD will be rejected.** The EMD will be returned back to unsuccessful bidders within 30 days without any interest after the award of contract to the successful bidder. The EMD of the successful bidders will be converted as Security deposit and will be kept during the contract period without any interest and will be returned within 60 days after completion of contract.
10. The contract will be initially for a period of 01 (one) year. However, the contract may be extended subsequently on mutual consent and on same terms and conditions for a further period of 01 year on review of the performance.
11. The list of vehicles available shall be attached in separate sheet along with the quotation.
12. The rates will be inclusive of all charges such as cost of fuel, salary for drivers, insurance, repair & maintenance etc. However, night bata for driver (on out station only) toll / parking charges, extra hour charges, extra Kms charges etc. as applicable will be paid extra as per actual bill / vouchers.
13. The vehicles shall be supplied in good condition at all times during the contract period with all valid certificates, insurance of the vehicle, driver's licence, pollution control, Taxi permit, fitness etc as per Motor Vehicles Act.
14. In the event of the award of the contract to the bidder & prior to the execution of the contract, the vendor shall produce the vehicle in the office for the physical verification / inspection before the signing of the contract along with the certified copies of RC book, comprehensive insurance policy of the vehicle and receipt of road tax payment, photograph of the driver with their present and permanent address, mobile no and copy of driving licence of the driver.
15. The vehicle should be replaced immediately in case of break down and major repair and maintenance or any other problem during engagement. In case of mishap / accident, all claims and responsibilities shall be met by the vendor. The Department will not entertain any claim what so ever in this regard.
16. During the period of the contract no request for escalation of charges will be entertained by this office.
17. The contractor shall supply another good operational vehicle to this office in the event of monthly vehicle in repair & maintenance works at service centre.
18. In the case of absence of driver / non supply of monthly vehicle, the payment will be deducted for absent days from the monthly bill @Rs. 1,600/- per day.
19. The payment towards hire charges will be paid on monthly basis through RTGS / NEFT within 10 – 12 days after submission of bills along with certified trip vouchers / log sheets by IWAI officials. The vendor shall maintain a log book and periodically get it signed by the user / representative of the Department.

20. The successful bidder shall have to execute the **contract agreement** as decided by the Department.
21. The bidder shall abide by all the extent laws related to taxes and levies as applicable to it. It will also comply with all existing Government regulation in respect of engaging of services of drivers, all legal obligation, in respect of the vehicle i.e., Road tax, RTO registration and permission etc. and in respect of the driver i.e., minimum wages as per Government Regulation, Social Security etc. shall be the responsibility of the contractor. Any penalty levied by any authority during the contract period shall be borne by the contractor.
22. The proof of the GST payment should be submitted along with the monthly bill.
23. Deduction of Tax at source (TDS) as per applicable rates prescribed under the Income Tax Act, 1961, GST laws and other statutory deductions will be made by this office.
24. The vehicles should be made available at IWAI, Vijayawada within half an hour on request on need basis.
25. The starting Km / time and closing Km / time will be considered only at the place of reporting.
26. Department shall not be responsible for any damages whatsoever to Public / Private property and / or to any third party person due to any accident arising out of and in course of deployment of the vehicle.
27. This office has an option to terminate the contract without assigning any reason whatsoever by giving a notice in writing of 30 days for failure on the part of the vendor to honour the terms and conditions of the contract without any compensation to the vendor. The vendor can also terminate the contract by giving a proper application in writing and notice of 30 days in advance.
28. The agency shall take necessary precautionary measures to the vehicle in respect of COVID-19 Pandemic situation on the State.
29. IWAI reserves the right to accept or cancel any of the quotations without assigning any reason or prior notice.
30. The vehicle for monthly basis should be kept / parked at specified parking area provided by the office / officer during office time and after office time also.
31. The vehicle should not be used by the driver for his personnel works etc at any time.
32. The driver should be medically fit. If any health problem occurs, he should be substituted with a good driver with intimation to the office.
33. The driver should not be a drinker / smoker and should not having any other bad habits. He cannot use his mobile phone for gossiping with his friends / family during driving (except attending Emergency call) while officials are in the vehicle.
34. The driver should dressed properly and report for duty well on time as informed by the officer.
35. There should not be any holiday / leave if emergency work has to be attended at any time as informed by the officer.
36. The vehicle should have **FAStag facility**.

37. If the driver will take leave for any reason, the agency should inform well in advance to the office and replace a suitable driver for the leave period.
38. The vehicle owner should not be engaged as a driver for monthly basis to vehicle provided by the agency.

The sealed tender shall be submitted in two cover system.

- 1.) **Technical bid cover** - consists of filled Annex – 1, copies of other documents mentioned in the N.I.T.
- 2.) **Price bid cover** – consists of filled Annex – 2 and Annex – 3.

Hence, it is requested to submit sealed tender as per the enclosed / prescribed format to the undersigned on or before **04/10/2021** up to 15.00 hrs and will be opened at 15.30 hrs on **05/10/2021** for evaluation.

Yours faithfully,



**P. S. RAO
DIRECTOR**

Encl.: Annex – 1, 2 & 3.

ANNEX -1

1.	Name of the proprietor / registered firm / Company	-	
2.	a.) Address of concern:	-	
	b.) Telephone numbers	-	
	c.) Email:	-	
	d.) Mobile numbers:		
3.	Name , address and contact numbers of the partners (in case of firm / Company)	-	
4.	No of years of experience in providing services	-	
5.	Enclose the details of bank account no, Branch code, IFSC code and MICR code.	-	

6. Details of vehicles that can be provided to the Department:

S.I.no	Make & Model of vehicle	Year of Mfg. (Month & Year)	Registration No. of Vehicle	Whether copy of RC book submitted

7. List of clients details (please attach copies of work orders) in the following format:

S.L. No	Name and address of the client	Name & address of the contract person	Period for which the vehicles were / given on hire	Number of vehicles given on hire

8.	Permanent Account Number (Please attach photo copy of PAN card and latest IT Return submitted)	
9.	GST registration No. (Enclose certificate)	

DECLARATION

I/We hereby certify that the information furnished above is full, true and correct to the best of my / our knowledge. I/we understand that in case and deviation is found in the above statement at any stage, the bidder / company will be black listed and will not have dealing with IWAI, Vijayawada in future.

Place:
Date:

Signature of the applicant
(Name of the applicant)

ANNEX - 2**(A) QUOTATION FOR SUPPLY OF ONE NO OF CAR / OPERATIONAL VEHICLE ON MONTHLY RENT FOR A PERIOD OF ONE YEAR:**

Sl. No	Description	Period	Qty	Rates in Rupees	
				Monthly rates (Rs.)	Rate per Km beyond 1,800 Km over & above (Rs.)
1.	Hire charges for one no of car on monthly rent with maximum running of 1,800 km, rates includes cost of fuel, driver's salary and all other expenditure for the operation of vehicle for minimum 12 hrs per day excluding GST.	1 month i.e. 30 or 31 days	1 No	Rs.-----	Rs.-----
2.	Night Bata for out station, if required	Per night Rs.-----			

Authorized signature:

Date:

**(Name and Address of the Agency)
With seal**

ANNEX - 3**(B) QUOTATION FOR ANNUAL SUPPLY OF VARIOUS TYPES OF CARS / OPERATIONAL VEHICLES ON KM / HRLY RENT ON NEED BASIS:**

Sl. No	Description	Minimum hire charges (Rs.)		Additional rate per Km beyond 80 Kms (Rs.)	Additional e per Hr beyond 8 hrs (Rs.)	Rate for night halt for the Driver per Night (Rs.)
		4 hrs / 40 Kms	8 hrs / 80 Kms			
1.	Swift / Ritz / Etios or equivalent					
2.	Esteem or Indigo					
3.	Scorpio					
4.	Qualis / Tavera					
5.	Innova Crysta					
6.	Benz A/c or BMW					
7.	Fortuner					

Authorized signature:

Date:

**(Name and Address of the Agency)
With seal**