



# Jammu & Kashmir State Sports Council

Administrative Complex, Bakshi Stadium Srinagar - 190001

Contact: Kashmir: 0194-2311207

Website: [www.jksportscouncil.com](http://www.jksportscouncil.com)

Location: JKSSC, BAKSHI STADIUM/SRINAGAR	Tender No.: T1 - Hiring of Vehicles
Ref: Outsourcing/Hiring of Vehicles	Date: 28-05-2018

## 1. Tender Document Receipt

CONTRACTOR	
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I hereby acknowledge receipt of one set of tender documentation for the above referred subject.

1. Tender Document Receipt
2. Invitation to Tender
3. General Conditions for Tender
4. Services to be provided.
5. Bidder's Profile.
6. Schedule of Hire Charges.
7. Declaration of Eligibility

FULL NAME:	
SIGNATURE:	
DATE & TIME:	
CONTACT NUMBER/ ADDRESS	
EMAIL:	
WEBSITE:	

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## **2. INVITATION TO TENDER TENDER NOTICE**

J&K State Sports Council hereby invites interested parties to submit their proposals for **Outsourcing/hiring of vehicles** in Jammu and Kashmir Divisions on **Annual Rate Contract basis** for the year 2018-19

Sealed tenders affixed with Rs. 6/- Revenue Stamp and accompanied with CDR of Rs. 2,000/- (Rupees Two Thousand Only) pledged to Secretary, JKSSC, Srinagar/Jammu are invited from the Dealers of repute/Registered firms for outsourcing of vehicles.

Interested parties may collect the detailed Tender Document against a non-refundable payment of Rs 500/- (Rupees Five Hundred only) which should be in the form of Demand Draft drawn in favour of Secretary, JKSSC, Srinagar/Jammu, from office of Secretary Sports Council, Administrative Block Bakshi Stadium Srinagar during office hours (10.00 a.m to 4.00 p.m) from **29.05.2018 to 05.06.2018**. The Tender Document can also be downloaded from the official website of JKSSC, [www.jksportscouncil.com](http://www.jksportscouncil.com). Tender documents, thus downloaded from the website shall be accompanied by a Demand Draft for Rs 500/- (Rupees Five hundred only) pledged in favour of Secretary JKSSC, Srinagar/Jammu at the time of submission.

The tender documents, in complete form, should reach the **Office of the Secretary, Administrative Block Bakshi Stadium Srinagar** by or before **07.06.2018** upto 2 P.M. and shall be opened on the same day at 3 P.M. or any other day convenient to purchasing committee in presence of the bidders who wish to be present.

Sd/-

**Secretary Sports Council**

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### 3. General Conditions for Tender

#### 1. Tender Basis:

- All Tender Documents must be completed in full.
- The rates approved under the contract shall be inclusive of all taxes & shall be valid for a period of 12 months from the date of award of the contract; however the contract may be extended by mutual consent for a further period of one year at the same rates. The contract can however be terminated by either party on two month's notice.
- All bids shall be made in accordance with the Tender Documents including schedule of hire charges.
- All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition on original papers.
- The applicant shall attach detailed information of the services provided.
- Each applicant may make one bid only.
- Bidder may quote separate rates for Jammu division & Kashmir division.
- The council shall deduct all applicable taxes at source.
- The Bidder shall sign all the Tender documents including documents supplied by the Bidder.
- Secretary, JKSSC reserves the right to reject any or all the tenders without assigning any reason thereof.

#### 2. Payments:

- Accumulated payment at the end of calendar month for all services taken against all Vehicle log sheets duly filled & signed by the users of the vehicle.

#### 3. Mode of Payment:

- Cheque or wire Transfer deposited in favour of vendor.

#### 4. Minimum Pre-qualification criteria:

1. The supplier should be Sole proprietary concern, partnership firm or company (Public or Private) and should have been in operation/ existence for the last two year.
2. The supplier should be capable of supplying the rental vehicles at a short notice of 2 hours, the telephonic intimation shall also be considered as notice.
3. The vehicle should be in fit condition with all relevant documents.
4. The vehicles shall be run by drivers having valid commercial Driving Licenses.

#### 5. Eligibility of Applicants:

Applicants cannot apply if they:

- Are bankrupt or in the process of going bankrupt.
- Have been convicted for an offense concerning professional conduct.

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- Have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
- Have not fulfilled obligations related to payment of taxes.
- Are guilty of serious misinterpretation in supplying information.
- Were declared at serious fault of implementation owing to a breach of their contractual obligations.

## 6. Bid Evaluation:

The Tender committee will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the Tender Committee may, at its discretion, request clarification or any other query from the Vendor.

## 7. Selection of Tender:

Selection of the successful applicant will be based on the ranking of the Sole Proprietary concern, Partnership firm or Companies (Public or Private) according to financial and technical criteria, as well as any other criteria suggested by the Tender Committee. Based on this the Tender Committee will then make its recommendations. JKSSC, is not obliged to accept the lowest bid.

## 8. Acceptance of Successful Tender:

Taking into consideration the recommendation of the Tender Committee, JKSSC will make the final choice of the awarded firm. The intimation of the same will be sent to the successful applicant. After submitted documentation from the selected firm has been verified, the firm will then be obliged to sign the preferred supplier agreement with J&k State Sport Council. Any amendment to the awarded tender will be documented as an "Annexure" to the contract and will be determined and agreed by both the parties.

## 9. Repudiation of Agreement:

JKSSC reserves the right to terminate the said agreement in the following event(s):

- (i) If the service provider fails to provide adequate and timely services to the council.
- (ii) If the service provider is involved in any grave professional misconduct.
- (iii) If the service provider is found guilty of any serious misrepresentation in supplying information, or
- (iv) Any activity overt or covert which amounts to breach of terms and conditions of the agreement.

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#### **4. SERVICES TO BE PROVIDED**

##### **1. Service**

Registered Commercial vehicles with licensed drivers on Hiring basis for running in Jammu & Kashmir Provinces.

##### **2. Period of Contract**

The contract shall be initially valid for one year and can be extended depending upon the performance of the Service provider and need of the council.

##### **3. Quantity**

Estimated number of vehicles to be hired shall depend on the needs of the council & shall place the order only as per the actual requirement from time to time.

##### **4. Duty hrs.**

Six to Twelve hours per day on all days of the month including Saturdays and Sundays. Any hours worked in excess of 12 hours per day will be classified as over time. Over time charges will be as agreed.

##### **5. Notice Period**

- (i) For regular requirements 2 hours in advance.
- (ii) Telephonic intimation shall be considered as notice.

##### **6. Reporting Place**

Any place within Kashmir and Jammu Province. Actual place of reporting shall be specified by users of vehicles.

##### **7. Accuracy of Meters**

The meter reading should tally the actual distance of run at any instant and authorized officer have full power to check the meter for its correctness and to take action accordingly.

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### 8. Penalties

- (i) In case of break down, vehicles have to be replaced by other Vehicles immediately or within two hours. In case of the non-availability suitable vehicle a penalty up to Rs 1,000/- .Per Vehicle per day.
- (ii) In case of non-availability of vehicles penalty of Rs. 1500/- per day will be charged.

### 9. Special

- I. Intending bidder must have a telephone/Mobile phone where requirements requisition of vehicles can be conveyed all the 24 hrs. Telephone No. must be specified in the bid.
- II. No vehicle should be supplied having registration in the Name of employee of JKSSC staff or close relative.
- III. The vehicle supplied by the vendor shall be fully insured with a registered insurance company.
- IV. Parking, Toll charges or any other tax applicable to said vehicle will be paid by the vendor.
- V. The council reserves the right to hire vehicle on with or without fuel basis.



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## 5. BIDDER'S PROFILE

### General:

1. Name of the Bidder/ firm

2. Name of the person submitting the Bid whose photograph is affixed  
Mr/Mrs/Ms. \_\_\_\_\_

3. Address of the Bidder/firm.....  
.....  
.....

4. Address for correspondence:  
.....  
.....

5. Tel no. with STD code (O)..... (Fax)..... (R).....

6. Mobile no. ....

7. Registration & incorporation particulars of the firm: *(Tick whichever is applicable)*

- i) Proprietorship
- ii) Partnership
- iii) Private Limited
- iv) Public Limited

Or

v) Individual.

*(Please attach attested copies of documents of registration/ incorporation of your firm with the competent authority as required by business law if applicable).*

8. Name of Bidder/Proprietor/Partners/Directors  
.....  
.....  
.....

9. (a) Bidder's bank, its address and his current account number  
.....  
.....

(b) PAN Number: \_\_\_\_\_



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### 10. Infrastructure capabilities:

(a) Particulars of vehicles owned by the Bidder:

Type of Vehicle(s)	Registration number

(b) Particulars of vehicles available to the Bidder:

Type of Vehicle(s)	Registration number

**I/We hereby declare that the information furnished above is true and correct.**

**Place:** .....

**Date:** .....

Signature of Bidder/Authorized  
signatory.....

Name of the  
Bidder.....  
Seal of the Bidder

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### 6. SCHEDULE OF HIRE CHARGES

#### 1. On Daily Basis:

DURATION →	PER HALF DAY(6 HOURS)		PER DAY (12 HOURS)		OVER TIME PER HOUR ABOVE 12 HOURS	
	VEHICLE WITH DRIVER ↓	WITH FUEL PER KM	WITHOUT FUEL*	WITH FUEL PER KM	WITHOUT FUEL*	WITH FUEL PER KM
Toyota Innova						
Toyoto Qualis						
Chevrolet Tavera						
Tata Sumo						
Mahindra Scorpio						
Mahindra Xylo						
Winger (12 Seater)						

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Tempo Traveler (25 Seater)						
Swaraj Mazda (25 Seater)						
Bus (52 Seater)						
Load Carrier (Tata 407)						

### 2. For Longer Durations:

DURATION →	One Month		For 6 Months (Rate Per Month)		For One Year (Rate Per Month)	
	WITH FUEL PER KM	WITHOUT FUEL*	WITH FUEL PER KM	WITHOUT FUEL*	WITH FUEL PER KM	WITHOUT FUEL*
Toyota Innova						
Toyoto Qualis						
Chevrolet Tavera						
Tata Sumo						



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Mahindra Scorpio						
Mahindra Xylo						
Winger (12 Seater)						
Tempo Traveler (25 Seater)						
Swaraj Mazda (25 Seater)						
Bus (52 Seater)						
Load Carrier (Tata 407)						

**NOTE:**

1. \*The fuel shall be provided as per the norms of State Motor Garages, other maintenance and lubricants are to be provided by the service provider.
2. Rates are inclusive of all Taxes, levies, and duties

We agree to abide by this Bid for a period as per “**3.General Conditions of Tender**” and it shall remain binding upon us.

Dated \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of the Bidder

Name of Bidder



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## 7. Declaration of Eligibility

\_\_\_\_\_  
I, the undersigned (*Name and address of representative*)  
Representative of

\_\_\_\_\_  
(*Name and address of company*)

Declare that the following conditions are applicable to us;

- ❖ We are registered.
- ❖ We are not bankrupt or in the process of going bankrupt.
- ❖ We have not been convicted for an offense concerning professional conduct.
- ❖ We have not been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
- ❖ We have fulfilled obligations related to payment of taxes.
- ❖ We are not guilty of serious misinterpretation in supplying information.
- ❖ We are not in situation of conflict of interest (with prior relationship to project or family or business relationship to parties on tender committee).
- ❖ We were not declared as serious fault of implementation owing to a breach of their contractual obligations.
- ❖ We do not employ personnel below the legal working age.
- ❖ We provide basic social rights and fair working conditions to our employees.

WITNESSES

DECLARANT

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name, Address)

\_\_\_\_\_  
(Location, date)