

U.T. Administration of  
Dadra & Nagar Haveli and Daman and Diu  
Transport Department, Silvassa  
Email: atd-dnh@nic.in

No.DDTr/DNH/Tender/2022-23/423

Date:-31/03/2023

**LIMITED TENDER NOTICE**

On behalf of the President of India, the Director-cum-Jt. Secretary (Transport), UT of Dadra and Nagar Haveli and Daman & Diu, invite Limited Tender from the interested Tours and Transport agencies / firms / operators to be empanelled for providing vehicles for various department in respect of below mentioned vehicles for hiring basis through the website <http://dnh.gov.in> and <http://ddd.gov.in> on or before 12/04/2023 up to 03.30 Hrs.

**PART-I**

Sr. No.	Description of Vehicles	Qty	Rate up to 125km / up to 12Hrs	Rate up to 250 km /24 Hrs		Rate for extra per KM. per Hrs
				Local (With DNH & DD)	Outside (other than DNH & DD)	
1	BMW 7 series, Mercedes S Class, Volvo S90, Audi A8 or Similar Luxury Cars	01				
2	BMW X5, Volvo XC 90, Audi Q7, Similar Luxury Cars	01				
3	Heavy Passenger Vehicle –BUS (50 – 55 Seater)	01				
4	Mini Bus – 32 Seater	01				
5	Sedan Car (Electric)	01				
6	Toyota Innova Crysta (SUV)	01				
7	Tavera / Ertiga / XUV / Scorpio /Bolero car	01				
8	Swift Dzire /SX4 /Honda Amaze / Volkswagen Ameo Car	01				
9	LCV – Tata Chhota HATHI / Pick UP	01				
10	LCV – Tata 407 or Equivalent	01				
11	MGV- Tempo (Six Wheeler)	01				

12	HGV – Tempo / Truck	01				
13	Crane –Capacity 15 Ton	01				
14	Crane –Capacity 20 Ton	01				
15	Tractor	01				
16	Mechanical Excavator (JCB)	01				
17	Motor Cycle	01				

**PART-II**

Sr. No.	Description of Vehicles	Qty	Rate for 1 Hr (usage up to 6 Hrs)	Rate for 1 Hr (usage more than 6 Hrs up to 12 Hrs.)	Rate for 1 Hr (usage more than 12 Hrs up to 24 Hrs)
1	Crane – Capacity upto 12 Ton	01			
2	Crane –Capacity more than 12 Ton upto 20 ton	01			
3	Crane –Capacity more than 20 Ton upto 50 ton	01			
4	Tractor with Trailer	01			
5	Tractor	01			
6	Mechanical Excavator (JBC)	01			
7	Crawler Excavator (Hitachi)	01			

**PART-III**

Sr. No.	Description of Vehicles	Monthly Hiring charges (2000 km in Moth for 12 Hrs)	Monthly Hiring charges (2000 km in Moth for 24 Hrs)	Rate for Extra KM above 2000 Kms
1	Heavy Passenger Vehicle –BUS (50 – 55 Seater)			
2	Mini Bus – 32 Seater			
3	Sedan Car (Electric)			
4	Toyota Innova (SUV)			
5	Tavera / Ertiga / XUV / Scorpio /Bolero car			
6	Swift Dzire /Honda Amaze / Volkswagen Ameo Car			
7	LCV – Capacity Up to 3 ton			
8	LCV – Capacity more than 3 ton			

	up to 7.5 ton			
9	MGV- Capacity more than 7.5 ton up to 12 ton			
10	HGV – Capacity more than 12 ton			

THE TERMS AND CONDITIOINS SHALL BE AS PER THE ANNEXURE ATTACHED TO THE  
TENDER NOTICE

**--Sd--**

Director-cum-Joint Secretary (Transport)  
DNH & DD

Copy fd.W. cs. to:-

- (1) The Director, (IT), Secretariat, NIC, for publishing/listing on the official website of Dadra & Nagar Haveli and Daman and Diu Administration.
- (2) All head of offices, Dadra & Nagar Haveli and Daman and Diu for displaying on the Notice Borad.

**TERMS & CONDITIONS:**

**General**

- 1) Sealed envelope should be super-scribed "Limited Tender for Hiring Vehicles"
- 2) Tenderer shall have to deposit Rs.1000/- (Rupees One Thousand only) for Tender fees (non-refundable) by Demand Draft in favour of Deputy Director (Transport)" payable at Dadra and Nagar Haveli Silvassa. The tender fees submitted in any form other than mentioned above will not be accepted. Tender received without Tender fees will be summarily rejected.
- 3) The rate should be quoted in the prescribed form given by the department; the rate should be inclusive of all taxes and should be valid up to one year from the date of issue of supply order.
- 4) The agency/firm/operators should have experience of at least 3 years in the business of providing vehicles to Government or Government undertaking.
- 5) No separate agreement will be required to be signed by successful tenderer for hiring of vehicle.
- 6) For legal purpose, the schedule of rate and terms and conditions shall be duly signed with stamp by the tenderer.
- 7) Right to accept the tender in whole or in part or to reject any or all tenders without assigning any reasons is reserved by the department.
- 8) Any dispute will be subject to Dadra & Nagar Haveli and Daman and Diu jurisdiction only.

**TERMS & CONDITION FOR BIDDER / SUPPLIER**

- 1) The bidder / supplier has to deposit Security Deposit of Rs.1,00,000/- in form of FDR within 30 days from the date of work order.
- 2) The vehicle must have permits, insurance, fitness certificate and must have paid all government dues like road tax etc. the vehicle has to be provided with driver holding valid driving license and driver should be in white uniform.
- 3) The rates of L1 will be approved rates for providing vehicles from agency qualifying the general terms & condition approved by the committee. The approved agency has to give the acceptance letter for the approved L1 rates decided in the tender.
- 4) No advance payment will be made in any circumstances.

- 5) In case the vehicle become out of order for any reason i.e. breck down, puncture etc. the contractor has to provide other vehicle in replacement of breakdown vehicle / vehicle become out of order.
- 6) In case if the supplier failed to provide vehicle as per order the vehicle will be hired from other agencies and hire charges if any paid to that agency will be beared by the bidder or will be recovered from the security deposit.
- 7) All bills should be in triplicate and shall invariably mention the number and date of the order. Payment will be given in next month after the completion of 15 days.
- 8) The contractor will have to bear with all the expenditure for Diesel / Petrol, Oil, expense of driver and repairing and maintenance charge of vehicle.
- 9) No extra remuneration will be paid towards night hours or out station trips.
- 10) The terms and condition of the tender along with rates quoted are extendable for further one year and more period on the discretion of the Transport Department.
- 11) Tenderer should submit the following documents / certificates in envelope.
  - Pan No.
  - Tenderer should have valid registration Under GST
  - Registration Certificate of the firm
  - Experience Certificate of Similar work of 3 (Three) Years Minimum in Government Utilities / Board/ Government Undertaking.
  - The Turnover of the Firm should be More than 25 Lakh for the Last Three Years Total i.e. F. Y. Year 2020-21, 2021-22, 2022-23 (Attached Xerox Copy)
  - Income Tax Returns of Last Three years with Balance sheet.
  - Demand Draft to Tender Fees
  - FDR /Bank Guarantee against EMD.
- 12) The Vehicle should be in good condition not older than three years under UT Administration of Dadra and Nagar Haveli and Daman & Diu.
- 13) A Tender not bearing signature with rubber stamp of the firm of the tenderer on all page/Documents accompanying, will be rejected.
- 14) The rates shall be quoted in the Rate schedule in Part I, II and III.
- 15) The vehicle should be parked in concerned Department premises as per instructions of the field officer / In-charge of the vehicle on all working days.
- 16) If the order is not executed completely and satisfactorily, it will be treated as cancelled and the journeys will be got done from Department / Outsider

agency even at higher and the difference in the rates will be recovered from your pending bills if any or through security deposit.

- 17) In view of pollution being high through Diesel vehicles preference will be given to hire Electrical vehicles.
- 18) The rates quoted must be inclusive of all taxes GST, TDS etc. and during out door tour, toll charges and parking charges will be beard by the service provider.
- 19) Movement of the vehicle will be reckoned only from the officer for which hired.
- 20) The Tendered should maintain a log book in which he has to make daily entries (i.e. starting Kilometer reading, closing kilometer reading, starting time and closing time every day) and ensured that both the driver and the concerned officer-in charge have signed against the entries pertaining to a particular day in the log book.
- 21) The vehicle supplied should be neat, clean and in good fettle and shall not be more than 03 years old on the date hiring.
- 22) The driver must posses valid Driving License must be neatly dressed in white uniform and should not have been punished for any offence under the IPC,Cr.PC and the Motor Vehicle Act and should exhibit good in behavior.
- 23) The safety of the vehicles rests with the Tenderer/contractor's responsibility.
- 24) Excise Duty: Service tax, if any will be deducted at source and is deemed to be included in the rates quoted by Tenderer. No separate payment of same will be made by the Department.
- 25) The Contract period will be initially for a period of 01 year only from the date of issue of order.
- 26) However, the period will be curtailed or extended as per the requirement on the same rates, terms and conditions for 01 year with approval from Competent Authority.

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING ON ME /US.

Signature of the authorized signatory  
With stamp and Signature

--Sd--

Director-cum-Joint Secretary (Transport)  
DNH & DD