

दादरा एवं नगर हवेली, दमन एवं दीव
जाति अनुसूचित जनजाति
मन्य पिछे वर्ग एवं अल्पसंख्यक, वित्तीय
एवं विकास निगम लिमिटेड, सिलवासा
(भारत सरकार के अधीन)



Dadra & Nagar Haveli, Daman & Diu Scheduled
Caste/Scheduled Tribes, Other Backward Classes
and Minorities Financial and Development
Corporation Limited, Silvassa.

(A GOVERNMENT UNDER TAKING)

GSTIN : 26AACCD0466A1Z

CIN : U65999DN1993GOI000051

No.SC/ST Corpn/Hire-Vehicle/2020-21/25 Date: 12/01/2024

e-Tender Notice

The General Manager, DNH DD SCST OBC & Mino. FDC Ltd., Silvassa invites online tender on <http://dnhetenders.gov.in>, by 2 bid system from eligible transporter for Hiring of Four Wheeler Light Motor Vehicle along with Driver

Sr. No.	Particulars	No of Vehicle required	EMD (Amt in ₹)	Tender Fee	e-Tender ID No.
1	Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver	01 (one)	₹10800/-	₹500/-	

- Online document downloading Start Date: 12/01/2024
- Downloading End Date : 24/01/2024 15.00 Hrs.
- Last Date & Time for receipt of Bid : 24/01/2024 15.00 Hrs.
- Opening of Technical Bid : 25/01/2024 17.00 Hrs

Bidders have to submit price bid and Technical bid in Electronic format only <https://dnhtenders.gov.in> website till the last date and time for submission. Technical Bid and Price Bid in Physical format shall not be accepted in any case.

Only tender fees and EMD should be submitted in original to be sent to the below mentioned address by R.P.A.D./Speed Post or to be deposited in the tender box kept in the office of the undersigned. However, Tender Inviting Authority shall not be responsible for any postal delay. Tender received in hard copy will not be accepted

1. The EMD and Tender Fees should not be forwarded by cash.
2. The Tender Fees will be accepted only in form of Demand Draft/Bankers Cheque of any Nationalized or Scheduled Bank of India payable in Silvassa.
3. The EMD will be accepted in form of FDR or Bank Guarantee from any Nationalized or Scheduled Commercial Banks payable at Silvassa in favour of under signed.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof. Tender can be downloaded from <https://dnhtenders.gov.in>.

In case bidder needs any clarification on the process of bidding for participating in online tender or for further details, correspondence can be made on e-mail: dnhddscst@gmail.com.



(Mohit Mishra)
General Manager

Copy to :-

- 1) Chief Publicity Officer Dadra & Nagar Haveli,
Silvassa for wide publicity in leading News Papers.
- 2) Director (I.T), Secretariat,., Dadra & Nagar Haveli,
Silvassa with a request to publish in Website
www.dnh.nic.in.
- 3) Copy to all H.O ,Dadra and Nagar Haveli for wide publicity

Terms and Conditions for Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver.

Instruction of Transporter :

1. The rate should be quoted in the prescribed form given by the Corporation. The order issued to L1 bidders for one year, extendable for further period of two years, based on performance mutual consent from the date of acceptance of tender.
2. All Taxes / Duties / Royalties Charges etc payable in respect of the vehicle to be hired shall be paid by the vehicle supplier.
3. The tenderer should enclose an amount of ₹500/- as Tender Fee (Non-Refundable) in form of Demand Draft and ₹10800/- as Earnest Money Deposit (EMD in form of FDR of any Nationalized or Scheduled Commercial Bank payable at Silvassa in favour of DNH DD SCST OBC & Mino. FDC Ltd along with tender. Tender received without Tender fee and EMD shall be summarily rejected.
4. The tender should be neatly typed or hand written only on letter head. No overwriting, correction or erasures will be considered.
5. The tenders shall be submitted in two bid system, each of which is to be submitted in separate envelope. The first envelope should contain Technical Bid and super scribing on the envelop as "Sealed Cover No.1 - Technical Bid - Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver ". The EMD and Tender fees should be enclosed with TECHNICAL BID only.
6. The offer will be opened by the Committee in the chamber of undersigned in the presence of the tenderers or their representatives if possible, on the same day during working hours.
7. The right to accept or reject any or all tenders without assigning any reason are reserved with the undersigned and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part shall be final and binding to all.
8. All bills should be in TRIPLICATE and should invariably mention the number and date of supply order.

Conditions of Contract:

1. The Vehicle must have valid Registration, PUC and Insurance Certificates and should be in good condition preferably not registered earlier than June, 2022.
2. The rates may be quoted on monthly basis up to fixed 2500 Kms, rate exceeding fixed kilometer i.e. above 2500 kms should be quote on per Kilometer basis.

3. Vehicle will be used for 12 hours in a day and also more when required by this Corporation. The vehicle will be in possession of an authorized officer of this Corporation.
4. The rates quoted must be inclusive of all taxes, fuel charges, oil, wages of Driver and other maintenance Charges no extra any charges will be paid and the rate should be valid for the period of three years from the date of tenderization
5. It will be responsibility of the service provider to maintain record of journeys performed in the respective Log Book on daily basis. The same shall be taken into consideration by this office while making payment on the contracted service provider. If vehicle does not travel upto the limit of prescribed kilometers in any month, then the remaining kilometers would be carried forward for the next month in respect of the said hired vehicle. The kilometers shall be calculated on the basis of zero-based mileage starting from the office and duty time shall be counted from the reporting point to the relieving point.
6. The service provider shall ensure that the odometer of the vehicle provided is properly sealed so that no tampering is done to inflate the kilometer reading of distance travelled. The authorized officer of the Corporation would carryout surprise checks of odometer of the hired vehicle. If found tempered with or defective, the same shall be rectified from authorized workshop and cost of the same shall be recovered from the service provider from hiring charges.
7. On acceptance of rate in all respect, the vehicle should be handed over to the Corporation within 05 days from the date of receipt of the work order.
8. In case of non-reporting of the driver or vehicle due to any reason or if the vehicle does not report within the reasonable time or does not report at all, this office will have right to hire vehicle from any other travel agency for such period and such additional hiring cost would be borne by the service provider. In addition, a penalty of Rs.2500/- (Two thousand five hundred) per day shall be deducted from the hiring charges payable to the agency.
9. The driver of the vehicle should not smoke, drink alcohol or chew tobacco while on duty. In case of the misbehavior by the driver or failure to observe any of the above conditions, a penalty of Rs.500/- per instance shall be charged on the service provider. The driver of the vehicle must follow the traffic rules and all other regulations prescribed by the Government from time to time.
10. In the event of any unsatisfactory performance, either of the vehicle/s or driver and/or non- compliance with the terms and conditions of the contract would result in termination of contract without assigning any reasons whatsoever.
11. It will be the responsibility of the service provider to maintain the hired vehicle in neat, clean, hyenic condition. The vehicle should

be sanitized daily with the disinfectant. The upholstery of the vehicle should be proper and clean. Vehicle must be provided with the dedicated driver, who must be well behaved and possessing driving experience of not less than five years. The vehicle should be equipped with an emergency medical kit and a fire extinguisher.

12. In case of any accident / mishap, all the claims arising therefrom shall be met by the service provider. The service provider shall be solely responsible for any claims by any third party and / or any employees of the user department travelling in the vehicle, for any injuries cause by the driver of the vehicle whether by accident or otherwise.
13. During the repairing period of vehicle or breakdown / failure of vehicle, service provider has to arrange another vehicle immediately so official work should not be interrupted.
14. No separate agreement will be required to be signed for Hiring of Vehicle. For legal purpose, the schedule of fixed hiring charges and term and conditions dully signed by service provider will be applicable if arise any dispute.
15. No advance payment will be made in any circumstances.
16. In case of breach of any terms and conditions or failure to provide vehicle during tenure or removal of the vehicle by service provider, the EMD shall be forfeited without any reference to the service provider.
17. All disputes subject to Dadra & Nagar Haveli jurisdiction only.
18. The amount of EMD paid by the tenderer(s) whose tenders are not accepted will be refunded to them.
19. Attested copy of all the documents like RC Book, Insurance, Driving License of the Driver, PAN Card of the bidder, PUC Certificate, etc to be enclosed along with the tender.

Signature of
Transporter/Tenderer
with Rubber Stamp



General Manager
DNH DD SCST OBC &
Mino. FDC Ltd.

SCHEDULE OF TECHNICAL SPECIFICATION AND AND ALLIED TECHNICAL DETAILS

Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver.

Sr. No.	Particular	No. of Vehicle Required	Technical Specification
01	Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver	01 (one)	Type of Vehicle
			Model
			Year of Manufacturer

Signature of
Transporter/Tenderer
with Rubber Stamp


General Manager
DNH DD SCST OBC &
Mino. FDC Ltd.

Following documents are enclosed:-

Sr. no	Particulars (Attested copies)	Yes/No
1	EMD (Earnest Money Deposit) (Fix Deposit Receipt/Account Payee Demand Draft/Banker's Cheque or Bank Guarantee)	
2	Tender Fees (DD)	
3	Copy of Pan Card	
4	PUC Certificate	
5	Copy of Insurance Certificate of Vehicle	
6	Vehicle Registration	

SCHEDULE OF PRICE

Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver.

Sr. No.	Particulars	No of Vehicle required	EMD (Amt in ₹)	Tender Fee
1	Hiring of Four Wheeler Light Motor Vehicle (preferably 5-6 seater) alongwith Driver	01 (one)	₹10800/-	₹ 500/-

A. Vehicle up to 2500 KM per month:
(Total Amount Rupees in Words)

B. Rate Per KM above 2500 KM per month
(Total Amount Rupees in Words)

Signature of
Transporter/Tenderer
with Rubber Stamp



General Manager
DNH DD SCST OBC &
Mino. FDC Ltd.