



ईमेल/E-mail: nbssrcb@gmail.com



भा.कृ. अनु. प. - राष्ट्रीय मृदा सर्वेक्षण एवं भूमि उपयोग नियोजन ब्यूरो
क्षेत्रीय केंद्र, हेब्बाल, बेंगलुरु - ५६० ०२४

ICAR- NATIONAL BUREAU OF SOIL SURVEY AND LAND USE PLANNING
Regional Centre, Hebbal, Bangalore - 560 024

Dr. Rajendra Hegde
Principal Scientist & Head (I/c)

No. Stores/REWARD/2022-23/ 879

13.10.2022

**INVITATION FOR QUOTATIONS FOR THE SUPPLY OF MONTHLY BASIS
TAXI(Jeep) HIRING SERVICES ON 24 X 7 basis (VEHICLE HIRING) UNDER
REWARD PROJECT**

To,

< ICAR NBSS&LUP Website >

Dear Sirs,

**Sub: Invitation of quotations (Two- bid system) for the supply of monthly basis
taxi-Jeep hiring services on 24 x 7 BASIS (vehicle hiring) under reward project -reg**

Sealed competitive quotations are invited by the undersigned under two bid system consisting of technical bid and financial bid in respect of the items/details mentioned below/in the schedule, from the authorized dealers, contractor and reputed suppliers of outstanding repute, so as to reach this office on **28.10.2022 upto 3.00PM.**

Sl. No.	Brief description of the goods/service	Specifications /Details	Qty	Delivery period	Place of Delivery	Installation Requirement If any
1.	Supply of monthly basis taxi-Jeep hiring services on 24 x 7 BASIS (vehicle hiring) under REWARD project	As indicated in enclosed sheets/ Bid document	09 Nos	1 year or as per the requirements from the date of issue of supply order	02 Nos (Two) vehicles each required at Chikkaballapur, Vijayanagara, Gadag and Koppal districts (Total 08 Nos) and	-Nil-

					01 (One No) vehicle is required to travel throughout Karnataka State. (Within Karnataka Only)	
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1. ICAR-NBSS&LUP, RC, Bangalore intends to apply part of the funds of the REWARD project to eligible payments under the contract for which this invitation for quotations is issued.

2. Two Bid system:

- The bidder has to submit quotation in 2 cover (Two bid) system. 1st sealed cover shall be with **technical bid** containing technical specifications and 2nd cover shall be containing **financial offer (Commercial bid)**. Each cover has to be sealed properly and labeled/written/superscribed **"TECHNICAL BID"** and **"FINCNCIAL BID"**. Both the covers have to be put in one large cover mentioning/writing tender details.
- Only Financial bids of technically qualified bidders shall be opened. Technically non-qualified bidders are not eligible for financial evaluation. Theirs financial bids shall not be opened.
- The bidder may quote for one or more items in the format of quotation attached (Bidder may quote for given number of vehicles in any area of Karnataka).
- All duties, taxes and other levies payable by the bidder (GST and other service taxes) shall be included while quoting. GST and any other tax should be quoted separately.
- The rates quoted for each item shall be fixed for the duration of the contract and contract period shall be extended/reduced based on actual requirement at that time.
- E-mail, Fax and other means of quotations are not acceptable.

3. Each bidder shall submit only one quotation.

4. Validity of quotation:

The quotation shall remain valid for a period not less than 90 days after the deadline fixed for submission of quotation.

5. Evaluation of Quotations:

The purchaser/buyer will evaluate and compare the quotations which are complete in all respects and conforming to the Terms and conditions and specifications (annexed to this document) in the following manner:

- a) First, technical evaluation would be made for quoted items. The bidder who meets the requirements shall qualify in the evaluation.
- b) Secondly, financial bids of technically qualified bidders shall be opened.
- c) Purchaser will award the contract based on lowest bid value.

6. Award of contract:

- a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price
- b) The Purchaser reserves the right at the time of contract award to increase or decrease the quantities of items indicated in above by 25% without any change in the unit price or any other terms and conditions.
- c) The Terms and conditions shall be incorporated in the Purchase order.
- d) Payment shall be made within 15 days after the receipt of necessary bills/documents and upon satisfactory service.
- e) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

7. Last date and time of receipt of quotations: **28-10-2022**

You are requested to submit the sealed quotations (Two bid or Two-cover) super scribed on the envelope as **“Quotations (Two bid system) for the supply of monthly basis taxi-Jeep hiring services on 24 x 7 BASIS (vehicle hiring) under reward project with due date on 28-10-2022”**

We look forward to receiving your quotations and thank you for your interest in this project.

Yours Sincerely,




Name of purchaser : Head, Regional Centre (I/c)

Address : ICAR -NBSS & LUP,
Regional Centre, Hebbal,
Bangalore – 560 024

प्रमुख, क्षेत्रीय केन्द्र / Head, Regional Centre
य. म. स. एवं भू. उप. नि. ब्यूरो / N.B.S.S. & L.U.P.
हेबबाल, बेंगलूर / Hebbal, Bangalore - 560 024

FORMAT OF QUOTATION

Sl. No	Description of items	Brief Specifications	Qty	Unit	Unit rate(Rs) in figures excluding GST	Unit rate (Rs.) in words	Total amount in figures (Rs) Excluding GST (col 4*6)	Amount of GST	Total amount in words (Rs.) including GST
1	2	3	4	5	6	7	8	9	10
1									

We agree to supply the above items of service goods/equipments/items in accordance with the technical specifications for the total price indicated in the format above as terms and conditions contained in the Invitation for Quotations.

(Bidder)

Name.....

Signature:

Date:

Office of.....

.....

Date:

OFFICE OF.....

.....

For details visit : <https://nbsslup.icar.gov.in/>

**ICAR-NATIONAL BUREAU OF SOIL SURVEY AND LAND USE PLANNING,
REGIONAL CENTRE, HEBBAL, BANGALORE – 560024**

**BID DOCUMENT
FOR MONTHLY BASIS CAB & TAXI HIRING SERVICES ON 24 X 7 BASIS
(VEHICLE HIRING) UNDER REWARD PROJECT**

Bid Start Date	13-10-2022
Bid End Date/Time	28-10-2022 15:00:00
Bid Opening Date/Time	28-10-2022 15:30:00
Bid Offer Validity (From End Date)	90 (Days)
Office Name	ICAR-National Bureau of Soil Survey & Land Use Planning, Regional Centre, Hebbal, Bangalore - 560024
Item Category	Monthly Basis Taxi-Jeep Hiring Services - MUV; 2500 km x320 hours; Outstation 24*7 With minimum 6 + 1 seating capacity
Contract Period	1 Year(s) or as per the requirement
Minimum Average Annual Turnover of the bidder (For 3 Years)	10 Lakh (s)
MSE/Udyam Exemption for EMD/Experience/Turnover	Yes
Document required from seller	(Requested in Additional Terms and Conditions document) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Estimated Bid Value (Rs.)	Rs. 54,00,000 (Rupees Fifty Four Lakhs)

EMD Details

Advisory Bank	State Bank of India, Hebbal, Bangalore - 560024
EMD Percentage(%)	0.50
EMD Amount	Rs. 27,000 (Rupees Twenty Seven Thousand Only) for non MSME/Udyam etc registered firms

Performance Bank Guarantee Details

Advisory Bank	State Bank of India, Hebbal, Bangalore - 560024
ePBG Percentage(%)	3.00
Duration of ePBG required (Months)	6

- a. EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GOI orders with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD.
- b. EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

MSE Purchase Preference

MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. **Years of Past Experience required:** The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and Based on competitive prices received in Bid.

5. Geographic Presence : Karnataka State Only

6. Annual Turnover and Profit requirement : Ten Lakhs

Technical Specifications :

Specifications	Values
No. of vehicles	09 (Nine)
Area of operation	02 Nos (Two) vehicles each required at Chikkaballapur, Vijayanagara, Gadag and Koppal districts (Total 08 Nos) and 01 (One No) vehicle is required to travel throughout Karnataka State. (Within Karnataka Only)
Vehicle Type	Multi Utility Vehicle (MUV)/Preferably Jeeps
Type of car	(Bolero/Tavera/Tata Sumo or similar type of jeeps/vehicles which can be taken to interior rural areas, many times on kachha roads and fields for soil survey works)
Usage Variant	Monthly Basis Taxi-Jeep Hiring Services - MUV; 2500 Km X 320 Hours; Outstation 24X7 basis.
Type of Service	Outstation
Year of Vehicle Model	2018,2019,2020,2021,2022
Km Travelled	Upto 50,000 Kms
Air Conditioning Requirement	Non-A/C
Area of Operation	As in ATC/
Fuel Type	Diesel/Diesel/Electric
Essential Documents to be submitted	1. Copies of Essential documents (RC book, Insurance, Tax receipts and emission certificates etc) have to be submitted. 2. The service provider should be a proprietorship/partnership/registered firm/company. The firm should have the registered office in Karnataka (not

	Branch office) and vehicles should be registered within Karnataka (Supporting documents to be submitted – Aadhar, PAN, GST certificates etc.,).
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Buyer Added Bid Specific Terms and Conditions

1. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

Duration of the service contract may be extended beyond the initial contract duration (subject to satisfactory performance and mutual consent).

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of The Head Regional Centre, ICAR-NBSS and LUP payable at Bangalore.

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

Bidders can also submit the EMD with Banker's Cheque in favour of The Head Regional Centre, ICAR-NBSS and LUP payable at Bangalore.

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Service & Support

The office of the Service Provider must be located in Karnataka state (DOCUMENTARY EVIDENCE TO BE SUBMITTED).

Dedicated /toll Free Telephone No. for Service Support : BIDDER must have dedicated Service Support/contact person

5. Buyer added Additional Terms and Conditions (ADDITIONAL TERMS AND CONDITIONS (ATC) FOR MONTHLY BASIS TAXI –Jeep HIRING SERVICES ON 24 X 7 basis (VEHICLE HIRING) UNDER REWARD PROJECT)

- 1) Hiring of nine (Multi Utility Vehicle (Bolero/Tavera/Tata Sumo or similar type of jeeps/vehicles which can be taken to interior rural areas, many times on kachha roads and fields for soil survey works) with 6 seating capacity, registered within last 5 years, on Monthly Basis Hiring Services with travel of about 2500 km per month on 24*7 basis.
- 2) GST or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and Institute will not entertain any claim whatsoever in this respect. However the GST/income tax or any other tax which is as per the rules of the Govt. shall be deducted at source from monthly bills of the successful service provider, as per rules/instructions made applicable from time to time by government.
- 3) Director, ICAR-NBSS&LUP reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Bureau, for any justifiable reasons.
- 4) Decision of Director, ICAR-NBSS&LUP shall be final for any aspect of the. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, ICAR-NBSS&LUP. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
- 5) The contract is subject to the condition that the service provider will comply with all

the laws and acts of Central Govt., State Govt relating to this contract made applicable from time to time.


- 6) The drivers provided shall be under the direct control & supervision of the Contractor/Agency. The salary, TA&DA,/BATA and local accommodation shall be responsibility of the agency. The contractor and Driver shall comply with the oral and written instructions given on day to day basis, by the officer(s) authorized by the ICAR-NBSS&LUP, Regional Centre, Bangalore from time to time.
- 7) The contractor will be solely and exclusively responsible to adhere all the statutory obligations under Indian law in respect of compliance of all the rules, regulations and directions 'given by and statutory authority with regard to safe, labour laws or other prevalent laws.
- 8) The service provider should be a proprietorship/partnership/registered firm/company. The firm should have the registered office in Karnataka (not Branch office) and vehicles should be registered within Karnataka.
- 9) The service provider should provide a single contact person/supervisor for the fleet deployed. It would be responsibility of the supervisor to keep track of the vehicles, also any instruction regarding vehicles would be communicated by this office to the supervisor through phone or WhatsApp.
- 10) The vehicle should have a minimum seating capacity for 6 (six) numbers (BOLERO or similar type of vehicle and as per requirement at the time of field work/operation).
- 11) The quotation should be made minimum 2500 km per month and extra amount @ rate (Rs.....) per km should be quoted when it crosses 2500 km per month.
- 12) The vehicle should be made available on holidays and Saturdays/Sundays also as per requirement.
- 13) The service provider shall ensure that the vehicle deployed have not met with any accident and are in good running condition. Vehicles should be comprehensively insured and should carry necessary permits/ clearance from the Transport Authority or any other concerned authority. The vehicles should also carry necessary certificates issued by the competent authority and with all the essential documents (Insurance, Tax receipts and emission certificates etc) and should be made available at camp office 24X7 with driver.
- 14) This Office shall not be responsible for any challan/penalty, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the Service Provider.

- 15) The Service Provider shall undertake to indemnify the department against all damages/charges arising on account of or connected with the negligence of the Service Provider or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof.
- 16) The vehicles shall be for exclusive use of this Office and shall not allow to be used by the Service Provider for any other purpose during the contract period.
- 17) The service provider should ensure that after getting the contract the vehicle and drivers deputed for service to this Office do not have any Police records/Criminal cases (previous or pending) against them. The service provider should make adequate enquiries about the antecedents of the drivers before deputing them for service to this Office.
- 18) No waiting charges shall be provided to the travel agencies.
- 19) Toll charges wherever applicable shall be borne by this office
- 20) The stay and food for driver should be provided by travel agencies. Drivers are not entitled for bata from this office. All expenses relating to salary and allowances of the driver shall be borne by the Service Provider. Like-wise all expenditure related to the vehicle including insurance, maintenance & fuel etc. will also be borne by the Service Provider.
- 21) The vehicle should be ready to go to remote areas/villages and farmer's fields without any hurdle which is mandatory for soil survey field work.
- 22) In the absence of regular driver by more than a day, then substitute driver should be provided.
- 23) Drivers should possess valid driving licence, should be well disciplined, should not use mobiles while driving and should attend the timings fixed by concerned field officer in-charge of that area.
- 24) In case of misbehaviour, driver should be replaced immediately upon report by camp leader.
- 25) A separate log book shall be maintained for each vehicle. They should be maintained and submitted for payment. Payment shall be made after receipt of bills/invoice with logbook details.
- 26) Currently 02 Nos (Two) vehicles each required at Chikkaballapur, Vijayanagara, Gadag and Koppal districts (Total 08 Nos) and 01 (One No) vehicle is required to travel throughout Karnataka State. This office reserves the right to revise the requirement of vehicles being hired based on actual requirement during the progress

of field survey work. The service provider shall be required to provide as many vehicles as may be required by this office.

- 27) In case of any breakdown of vehicle on duty, the service provider shall make arrangement for providing another/replacement vehicle without any delay and not to affect the field works. The vehicle repair charges and fuel expenses to be borne by travel agency.
- 28) Vehicle driver should know Kannada language.
- 29) Copies of Aadhar and PAN Card of the proprietor, DL of Driver should be submitted to this office.
- 30) During the period of this agreement, any matter which has not been specifically covered by this agreement shall be decided by the competent authority of this office whose decision shall be final.
- 31) This Office reserves the right to require fulfillment of other conditions, not expressly mentioned, which are consistent with the use of vehicles on hire by this office.
- 32) Any deviation from terms and conditions, the contract shall be terminated by either party prematurely by giving advance notice of one month.
- 33) The Director, ICAR-NBSS&LUP reserves the right to cancel the bid at any point of time.

Bidder :	Head (I/c) Regional Centre, ICAR-National Bureau of Soil Survey & Land Use Planning, Hebbal, Bangalore - 560024
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प्रमुख, क्षेत्रीय केन्द्र / Head, Regional Centre
रा. भू. सं. एवं भू. उप. नि. ब्यूरो / N.B.S.S. & L.U.P
हेब्बाल, बेंगलूर / Hebbal, Bangalore - 560 02

