

THE STATE TRADING CORPORATION OF INDIA LTD (STC)

(A Govt. of India Enterprise)

STC Trade Centre, A-29, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai 600 032, India.

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GENERAL ADMINISTRATION DIVISION, Staff Car Cell

Regd. Office: Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi – 110 001

DT: 20.10.2016

TENDER FOR EMPANELMENT OF HIRING OF CARS FOR BRANCH OFFICE, CHENNAI

Tender No: STC/CHN/GAD/STAFF CAR/HIRE/01/2016-17 DATED 20.10.2016,

TENDER CLOSING: 3.00 P.M. ON 02.11.2016

OPENING OF BIDS: 3.30 P.M. ON 02.11.2016

1. Tenders are invited from Hired Car Operators having their offices in Chennai for engagement of hired car services. The service terms and conditions for the above contract are as under :
2. Rates to be submitted as per Annexure 1. The filled-up and signed financial bid in original along with tender document signed and stamped on each page to be submitted in physical mode in sealed envelope superscribed "Quotation for hiring of cars" addressed to "**THE BRANCH MANAGER, STC of India Limited, "STC Trade Centre", A-29, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai 600 032". latest by 3.00 p.m. on 02.11.2016.** The tender box will be made available at the 2nd Floor of STC on all working days between 10.00 a.m. and 5 p.m from 21.10.2016 and upto 3.00 p.m. of 02.11.2016. The last date for submission of bid is 3.00 p.m. on 02.11.2016.
3. Operators should indicate their best rates for the following cars (a) Swift D'zire/ Etios, Innova (i) for City Trips and (ii) for Outstation Trips (Minimum Kms. per day and Drivers bata to be indicated).
4. Rates quoted should be on the basis of kilometers and hours for the following slabs:
 - (i) 5 Hrs. and 50 Kms. Extra per hour, Extra per kilometer
 - (ii) 10 Hrs. and 100 Kms. Extra per hour, Extra per kilometer
5. Rates for Mofussil/ Other State trips should be quoted separately. Vehicles should have All India Permit and no interstate tax is chargeable except toll charges/entry tax at actuals.
6. Rates quoted shall be excluding Service Tax. However, the service providers should invariably mention whether they are availing abatement of service tax or not in their quote. Service Tax Registration No. should be furnished.
7. The mileage of hired taxis will be counted on garage to garage basis and address of the garage to be furnished.
8. The car suppliers should have more than 6 cars in their possession and have at least 3 years of field experience in supplying cars.

9. The validity of the offer should be 60 days from the date of opening of quotation.
10. Offers from hired car operators who have their office in Chennai will only be considered.
11. Tenders from hired car operators only will be entertained. Brokers and agents are prohibited from participating in the tender.
12. The hired car service contract is for one year from the date of finalization and no enhancement on any account will be made during the contract period. Engagement of hired cars will be on “as and when required” basis.
13. The contract shall be extended for a further period of one year at the same rates and on same terms and conditions if mutually agreed.
14. STC reserves the right to de-panel any of the selected operators, if they are found not providing good services, any time during the period of contract.
15. Payment will be released on monthly basis through ECS / online banking after rendering satisfactory services. The firms would be required to submit their bills duly completed in all respect such as mentioning the registration number of the vehicle on bill, duty slip duly signed by user etc. STC will reimburse parking charges and toll tax paid by the travel agency against the documentary proof submitted in originals with bill.
16. The empaneled agency shall be liable for any prosecution in the event of any accident or challan/injuries and shall bear all the costs and consequences of prosecution of any type resulting from the violation of the Rules/Law of the Motor Vehicle Act in Force. The firm will bear all the financial implications due to accident to the vehicle, driver and passenger. STC also stands indemnified against any responsibilities that fall in the domain of the empaneled agency with respect to the hired vehicle, drivers and statutory requirement with the State Transport Authority as applicable from time to time.
17. STC also reserves the right to accept any bid, and to cancel/abort the tender process and reject all bids at any point of time prior to award of Contract, without thereby incurring any liability to the affected bidder or bidders.
18. All disputes arising out of this contract shall be referred to Arbitration in accordance with Indian Council of Arbitration as per the Arbitration & Conciliation Act 1996 and the venue will be at Chennai. Award will be binding on the parties.
19. For any their queries regarding this tender Mrs. P. Saravana Selvi, Manager may be contacted over phone No.22501954, 22502698 - Extn.-115 on all working days between 10.00 a.m. & 5.00 p.m.

Tender No: STC/CHN/GAD/STAFF CAR/HIRE/01/2016-17 DATED 20.10.2016,

QUOTATION TO BE SUBMITTED ON COMPANY'S LETTER HEAD

1. Name of Tenderer :
2. Address :
3. Contact Person :
4. Contact Number : Landline: Mobile:
5. No. of cars in possession :
6. Experience :
7. Service Tax Regn. No. :
8. Whether availing abatement : Yes / No
of Service Tax
9. Address of garages :

I. CITY TRIPS

Rates excluding Service Tax

Sl. No.	Type of Car (A/C)	R A T E					
		5hrs./50 kms	Extra per hour	Extra per km	10hrs/100 kms	Extra per hour	Extra per km
1	Swift D'zire						
2	Etios						
3	Innova						

II. OUTSTATION TRIPS

Sl.No.	Type of Car (A/C)	Minimum km.	Bata		Rate per Km.
			Rate	Timings	
1	Swift D'zire				
2	Etios				
3	Innova				

III. AIRPORT DROP

Sl.No.	Type of Car (A/C)	Rate
1	Swift D'zire	
2	Etios	
3	Innova	

Validity of the quote – 60 days

We accept all the terms and conditions of this tender.

Signature of tenderer
(Authorized Signatory)