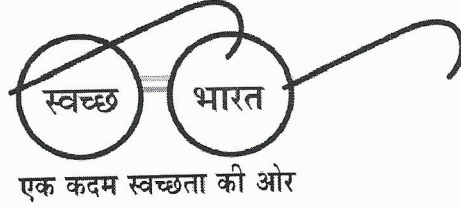




# Swachh Bharat Mission(U), Assam



**BID DOCUMENT**

**FOR**

**HIRING OF AUTO VAN TIPPER**



**OFFICE OF THE MISSION DIRECTOR, SWACHH BHARAT  
MISSION (U), ASSAM.  
Guwahati-5**

**DETAIL QUOTATION NOTICE**

Sealed bids are invited from reputed Class – I (A) or I (B) Contractor (Registered in APWD/other Govt. departments) etc having experiences in similar nature of works, affixing court fee of Rs. 8.25. for supply of following types of Vehicles on monthly hired basis for IEC activities and primary collection of Municipal Solid Waste in the Urban Local Bodies of Assam to Mission Directorate Swachh Bharat Mission(U), Assam. Bids will be received up to 2.00 PM of 06/04/2017 at Office of the Mission Director, Swachh Bharat Mission (U), Assam, Tripti Tower (3<sup>rd</sup> Floor); Ganeshguri , Guwahati-5 and the same will be opened on the same date and venue at 2.30 PM in presence of the bidder or their authorized representative who would like to be present.

A pre bid meeting will be held on 27<sup>th</sup> March, 2017 on 2:30 PM at the office of the undersigned.

| Sl. No. | Description   | Quantity |
|---------|---|----------|
| 1       | Hiring of new or not more than 3 (three) years old minimum of 1.5 cum capacity, Box type Auto tipper with driver & one labour for Public awareness activities and primary collection of solid waste in all Urban Local Bodies (ULBs) within 500 km POL per month for a period of 12 months (which may be extended for 3 years depending on satisfactory services of the bidder). Both sides of the vehicle should display flex with messages of Swachh Bharat Mission with a PA system as approved and directed by the Mission Directorate. Approximate contract value is Rs. 3.60 Cr. per annum. | 100nos.  |

## Terms & Conditions:

1. The Contractor shall deposit Bid Security (EMD) for an amount of **Rs.5,00,000/-** in either of the following forms in the favour of the Mission Director, Swachh Bharat Mission(U), Assam :
  - a) D.D / Bank Guarantee from any Nationalized/Scheduled Indian Bank in favour of Mission Director, Swachh Bharat Mission (U), Assam. (A written confirmation in the bank's letter head confirming the authenticity of the Guarantee shall be furnished along with the Guarantee).
  - b) Fixed deposit receipt issued by any Nationalized/Schedule Indian Bank or a foreign Bank approved by R.B.I., acceptable to the employer.  
Bank Guarantees issued as security for the bid shall valid for 45 days beyond the validity of the bid.
2. The bid processing fees of **Rs. 10,000/-** shall be deposited in the form of Demand Draft in favour of Mission Director, Swachh Bharat Mission(U), Assam.
3. The Bid Security will be forfeited in the following conditions:-
  - (a) If at any stage, any of the information/declaration given by the bidder is found false.
  - (b) If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
  - (c) In case of any lapse/default in honouring of the terms and conditions at any stage after submitting the tender.
4. The Department has the right to ask the contractor for removal of any driver along with the labour engaged, who is not found competent or disciplined.
5. The contractor shall provide names, addresses of the drivers along with their driving licence number and copies within 15 days of the award of the contract.
6. The contractor shall not employ any person as driver who has not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various Labour Laws/Acts/Rules. In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Contractor, there will not be any liability on the Department.
7. The Department will be under no legal obligation to provide employment to any of the personnel of the contractor after expiry of agreement period.
8. Vehicles provided by the department should bear commercial registration numbers and should have comprehensive insurance. The vehicle to be run in diesel. No escalation in price shall be given for increase in Diesel rate, during contract period.
9. The vehicles should conform to the Pollution norms prescribed by the Transport Department of Government of Assam.
10. The vehicle and Driver shall remain available all the time as per Duty Roster and shall not leave place of duty without prior permission.

11. The rate quoted will be valid for a period of 1 (One) year from the date of opening of the bid.
12. Vehicles will be hired as per the required quantity shown above. However the quantity may vary as per the requirement.
13. Payment shall be paid monthly from the Mission Director, Swachh Bharat Mission (U), Assam on the basis of bills raised by the successful bidder.
14. Rate to be quoted at a prescribed format shown at Rate Sheet in the bid document including all taxes and duties. The rate should be quoted both in words and figures clearly and any correction must be initialed.
15. Bid once submitted cannot be withdrawn without any valid reason.
16. Canvassing directly or indirectly in any form in connection with the bid is strictly prohibited and offers submitted by anyone who resort canvassing are liable for rejection.
17. If the opening date of the bid falls on holiday or the office remains closed on the opening date, due to any reasons, the bid will be opened on the next working day at the same time.
18. No extra condition other than mentioned in the document will be entertained. Conditional bid will be rejected outright.
19. The prospective bidder shall furnish the following documents along with their financial bid
  - a) Self attested copy of PAN No.
  - b) Self attested copy of Valid Registration No. of the Agency/Firm;
  - c) Self attested copy of valid Provident Fund Registration no.
  - d) Self attested copy of valid License and Number under Contract Labour Act and under any other Acts/Rules
  - e) Self attested copy of VAT/Sales Tax Certificate.
20. The name of work must be subscribed over the cover containing the bid.
21. The bidder must furnish their full postal address/contact numbers/e-mail ID with the bid. All correspondence onwards will be made by ordinary post / e-mail which will be assumed to be received by the addressee and no complaint will be entertained on non-receipt of letter. Change of Address should be intimated immediately.
22. The no. of vehicles to be hired may be adjusted (increased or decreased) depending on the offer rate of the bidder.
23. Every page of the bid must be signed by the bidder and any correction must be initialed.
24. In case of any dispute the decision of Mission Director, Swachh Bharat Mission(U), Assam will be final.

**Special Condition:**

1. Vehicles in good running condition with driver, one labour and PA system must be placed within 30 (Thirty) days from the date of receipt of formal order.
2. The driver and the helper of the vehicle should be in uniform as per the municipal dress code and should report at the ULB office by 7 a.m. or as required. No late attendance shall be permitted and liable for the penalty as decided by the authority.
3. All rates to be quoted with POL (considering 500 km per month). No POL will be issued from the department.
4. POL requirement is to be calculated assuming the disposal site to be within concerned town area i.e. No extra claim for disposal will be entertained.
5. The expenses upto 500 km distance travel per month will be borne by the contractor and for more than 500 km running per month POL charges will be provided by ULB/District Administration at actual consumption for which the contractor should specify.
6. Rate quoted should be inclusive of all taxes & manpower. No allowance for Driver/Labour will be paid.
7. The Vehicles must have a Log Book for recording the day to day performance. The log book must be signed by the engineer concern or authorized supervisor daily after completion of the work. Bill for payment against hire charge should be submitted monthly supported by all certified log books.
8. If the Vehicles become non-operational due to any mechanical defect, it must be repaired immediately or a replacement must be provided within same day. Failing of which penalty will be imposed at one third the rate of the hire charge per day.
9. All responsibility of the Vehicles including accident or breakdown during hiring period will be solely on the bidder. All cost towards the repairing etc. will be borne by the bidder.

**Penalty Clause:**

Equal rate penalty as in cl. 8 shall be imposed to the successful bidder for failing of providing require nos. of vehicles at the notified ULBs.

**Note : All future Corrigendum or other information shall be published at  
[www.sbmurbanassam.in](http://www.sbmurbanassam.in)**

  
Mission Director  
Swachh Bharat Mission(U), Assam

**RATE SHEET**  
**BID FOR HIRING OF VEHICLES**

| Sl. No. | Description   | Qty | Rate in INR for each per day (12hr) |          |
|---------|---|-----|-------------------------------------|----------|
|         |   |     | In figure                           | In words |
| 1       | Hiring of new or not more than 3 (three) years old 1.5 cum Box type Auto tipper with driver & one labour for Public awareness activities and primary collection of solid waste in all Urban Local Bodies (ULBs) within 500 km POL per month for a period of 12 months (which may be extended for 3 years depending on satisfactory services of the bidder). Both sides of the vehicle should display flex with messages of Swachh Bharat Mission with a PA system as approved and directed by the Mission Directorate.. | 1   |                                     |          |

Date :  
Seal :

**Signature of the Bidder**

**Details of the Bidder**

Name of the Firm :

Address :

Name of the Proprietor :

Similar work Experiences :

No. of vehicles to be  
provided :

PAN No :

Contact Details :

**Date :**

**Seal :**

**Signature of the Bidder**

**CHECK LIST**  
**(Documents to be provided for the bid)**

Please tick the appropriate box

- |   |                          |
|---|--------------------------|
| 1. Duly filled up rate sheet and detail bid notice      | <input type="checkbox"/> |
| 2. Earnest Money of Rs. 5,00,000.00/-                   | <input type="checkbox"/> |
| 3. Full Postal Address/Contact numbers/e-mail ID        | <input type="checkbox"/> |
| 4. Every Page/Documents of the Bid signed by the Bidder | <input type="checkbox"/> |
| 5. Photocopy of PAN Card/VAT clearance certificate      | <input type="checkbox"/> |

Date :  
Seal :

**Signature of the Bidder**