



NOTICE INVITING TENDER FOR HIRING
OF TAXI SERVICES

APPLICATION FORM

HSCC (India) Ltd E-6(A), Sector-1, Noida

NOTICE INVITING TENDER FOR HIRING OF TAXI SERVICES

Sealed bids are invited from reputed and established Taxi Operators from NCR Region for supply of AC/Non-AC diesel driven/petrol driven/CNG taxis on requirement basis for a period of one year or as specified in the letter communicating acceptance of tender/award of work. There shall be a requirement of four vehicles for office use on regular basis. Further, there may be requisition for additional vehicles depending upon requirement. Agencies having sound background and experience may collect the tender documents from the above mentioned address on any working day from **02.04.2007** to **18.04.2007** or download from HSCC website www.hsccltd.com and submit the sealed quotations latest by **14.30 hrs** on **19.04.2007**. HSCC reserves the right to accept or reject any or all tender without assigning any reason thereof.



**TENDER FOR PROVIDING TAXI SERVICES AT
HSCC (INDIA) LTD, E-6(A), SECTOR-1, NOIDA**

Name of work : Hiring of Taxi Services in HSCC

Terms & Conditions of work

1. The firm shall be located in NCR Region.
2. The rate shall be quoted for AC/non-AC cars along with model for daily, fortnightly and monthly rates. It is also mentioned that the vehicle provided should be in good working condition and will not be more than three years old.
3. The firm shall also be required to provide the services of a Driver, whenever required for which the rate should be quoted separately.
4. The firm shall furnish the details of offices where similar services are provided by them.
5. The firm will provide a mobile to each of the car driver hired by HSCC for easy monitoring of car and proper use.
6. The firm shall be solely responsible for any act of commission and/or omission on the part of the Driver deployed.
7. In case of theft or loss of property, the firm shall be liable to compensate for such losses in full.
8. The firm shall be responsible for complying with all statutory requirements and obligation at their own costs.



HSCC (India) Ltd, E-6(A), Sector-1 Noida (U.P)-201301

Terms and Conditions of Tender

1. The tender forms should be clearly filled in ink or typewritten. The firm should quote the rates and amount tendered in figures as well as in words. Alterations, unless legibly attested by the Firm, shall disqualify the tender. The tender should be signed by the Firm himself/themselves or to his/their authorized agent on his/their behalf, (authorization should be enclosed).
2. The Firm should take care that the rate and amount are written in figures as well as in words that interpolation is not possible. No blanks should be left which could otherwise make the tender liable for rejection.
3. The quotation should be valid for at least upto two months from the date of opening of tender.
4. An earnest money deposit of Rs.500/- through a Demand Draft/Pay Order drawn in favour of "HSCC (India) Ltd" should accompany the tender, failing which the tender shall be rejected.
5. The Firm should inter alia furnish the following information/ documents:
 - a. PAN number & Service Tax number
 - b. Details of other Organizations where the Firm is providing similar services.
1. Escalation clauses shall not be accepted on any grounds during the pendency of the contract.
2. The contract shall be in force for one year or the period specified from the date of award of contract.
3. The selection of the Firm shall be based on organization's quoted rates; length of existence; relevant experience in similar establishments; No of Driver on rolls, No of vehicles, model, make etc.
4. The Agency shall not engage the services of any sub-contractor or transfer the contract to any other person.
5. The rates quoted shall be consolidated inclusive of all taxes and levies. HSCC will reimburse, parking charges/toll tax on submission on documentary evidence.
6. The Agency shall be solely responsible for any act of commission and/or the part of staff deployed.
7. In case of non-compliance of any of the clause/terms, HSCC will have the right to impose penalty as deemed fit. The decision of HSCC in this regard shall be final and binding.



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8. Either party can terminate the contract by serving clear 30 days written notice on the other party.
9. Firms submitting tender would be considered to have read and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender.
10. HSCC reserves the right to accept or reject any or all tenders, without assigning any reason whatsoever.
11. The representative of the Firms may visit the office with prior consent and arrangement with Shri Biswajit Nayak, Dy Mgr (HRM)/Shri Kulvinder Singh, Executive Assistant, HSCC.
12. Any act on the part of the Firm to influence anybody in HSCC would make him liable for rejection of the tender.
13. Within 10 days of the date of notification, the successful bidder shall furnish performance security/security deposit for Rs.25,000/- in the form of Demand Draft drawn in favour of HSCC (I) Ltd, payable at Noida or New Delhi from a Nationalised/1st class/scheduled bank.
14. In case of dispute arising out of this contract, provisions of Arbitration and conciliation of India Act, 1996, will apply.



BRIEF DETAILS OF THE BIDDER

1. Name of the Agency & Address : _____

2. Person to be contacted : _____

3. Telephone Nos (Taxi Stand) : _____

4. Distance of Taxi Stand to
HSCC Office, Noida : _____

5. Type of Taxis Owned

Sl.No	Car Description	Nos
1.	Economy Cars – Tata Indica, Ambassdor, Wagon R.	
2.	Medium Cars – Esteem Ford Ikon, Indigo, Baleno etc	
3.	Honda City, Hond Accord, Lancer, Accent, Optra etc	
4.	Qualis, Scorpio, Innova, Tavera, Sumo etc	

6. Details of vehicles

S.No	Registration No	Make	Model	AC/Non-AC
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



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7. No of Skilled Drivers

Signed

Bidders Name _____

		FORMAT FOR QUOTATION							
		(Daily Basis)							
Sl.No	Description	Rates							
		Economy Cars		Medium Cars		Luxury Cars		Spacious Cars	
		Non-AC	AC	Non-AC	AC	Non-AC	AC	Non-AC	AC
A	Hiring charges for local journey								
1	4 hrs/40 kms								
2	8hrs/80 kms								
3	Charges for extra KM								
4	Charges for extra hours beyond 8 hrs (per hour)								
B	Hiring charges for Oustation journey								
1	Charges per KM								
2	Night Stay Charges (per night)								
	ECONOMY CARS	TATA INDICA, AMBASSDOR, WAGON R ETC							
	MEDIUM CARS	ESTEEM, FORD IKON, INDIGO, BALENO ETC							
	LUXURY CARS	HONDA CITY, HONDA ACCORD, LANCER, ACCENT, OPTRA ETC							
	SPACIOUS CARS	QUALIS, SCORPIO, INNOVA, TAVERA, SUMO ETC							
We also confirm that the prices quoted above are inclusive of all taxes, duties, levies, other incidental charges etc and shall remain firm during the enitre contract duration.									
	Signature of bidder								
	Name								

FORMAT FOR QUOTATION								
(Monthly Basis)								
Rates								
Description	Economy Cars		Medium Cars		Luxury Cars		Spacious Cars	
	Non-AC	AC	Non-AC	AC	Non-AC	AC	Non-AC	AC
Charges for vehicles hired on monthly basis								
Charges for 2000 KM /25 days per month/ 250 hrs per mth (The actual hrs/kms of utilization may vary from day to day within overall limit of 2000 km in 25 days.								
Charges for extra KM (per km)								
Charges for extra hour (per hour)								
Charges for extra day after 25 days for 80 kms & 10 hrs								
ECONOMY CARS	TATA INDICA, AMBASSDOR, WAGON R ETC							
MEDIUM CARS	ESTEEM, FORD IKON, INDIGO, BALENO ETC							
LUXURY CARS	HONDA CITY, HONDA ACCORD, LANCER, ACCENT, OPTRA ETC							
SPACIOUS CARS	QUALIS, SCORPIO, INNOVA, TAVERA, SUMO ETC							
We also confirm that the prices quoted above are inclusive of all taxes, duties, levies, other incidental charges etc and shall remain firm during the entire contract duration.								
	Signature of bidder							
	Name							

FORMAT FOR QUOTATION

Monthly basis

Daily basis

Charges for hiring of one Driver

Signature of bidder

