

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
DEAN OF STUDENTS AFFAIRS
2nd FLOOR FACULTY BUILDING IIT KANPUR
0512-259-7249, 6211

Dated: 04.10.2019

TENDER REFERENCE NUMBER : IITK/ANT/TAXI/2019/01

INVITATION OF QUOTATION FOR HIRED/RENTED TAXI SERVICES

M/s.: _____

Sealed Quotations are hereby invited by the undersigned for supply rented Taxi Services for the student festival "Antaragni-2019" as per terms & conditions mentioned below. The filled quotations along with all the required document must reach in the office of the undersigned on or before **13.10.2019**, 5:00 PM. The Envelope containing the quotation would be sealed and super scribed as under:-

QUOTATION FOR HIRED/RENTED TAXI SERVICES

Terms & Conditions:

1. Three taxis may be needed at a time during Non-festival days (Till 20th Oct. 2019), so service provider must provide the required number of cabs.
2. There must be at least 7 taxis available for 24 hours during the time of festival i.e., 16th -20th October 2019.
3. All the taxis should be Sedan Model (excluding Indigo) and must be AC enabled. The taxi rate should be in accordance with the type of vehicle required. For instance, the rates for a hatchback should be lower than a sedan.
4. There may be requirement of luxury cab service like Mercedes, Audi, BMW etc., during festival days (16th -20th October, 2019) for at least 5 hours and a maximum of 8 hours whose requirement would be made few hours before.
5. Luxury cab service will be needed for prominent personalities and famous artists. These cabs will be used only for travelling from IITK to LKO Airport and Return (2 times for one artist).
6. The right of accepting or rejecting any quotation and to cancel the process and reject all quotations without assigning any reason is reserved with the Institute.
7. The due date for receipt of quotation is on or before **13.10.2019**.
8. Taxi must be made available within 15 minutes of booking and booking will be made via phone call.
9. The Service provider having every taxi fitted with **GPS mapping** will be preferred. The entire travel map of each taxi service should be produced with the bill.
10. All the cabs must be in the name of the service provider or his/her family member which we will be used for entire festival except for luxury cars, for luxury cars service provider will be answerable to owner of cars for any kind of damage.
11. Driver must have all the below listed documents while travelling:
 - Registration Certificate (RC) of the vehicle or it's copy.
 - Driving License (DL) of the driver.
 - Pollution under Control (PUC) Certificate or its copy.
 - Insurance Policy: The Motor Vehicles Act, 1988, mandates that every vehicle is insured to legally be on the roads. The minimum level of insurance mandated is the third-party liability coverage.
 - Certificate of fitness and required permits for travelling in Uttar Pradesh (U.P.).

12. Every bid should be accompanied by a Security Deposit/Earnest Money Deposit (EMD) of Rs. 12,500/- (Rupees Twenty Thousand Only) by way of Demand draft from a nationalized bank, drawn in favor of "Antaragni, IIT Kanpur" payable at IIT Kanpur along with offer. The quotations which are not accompanied by the requisite deposit shall be out rightly rejected.
13. The security deposit/EMD deposit of successful bidder will be liable to be forfeited as liquidated damages in the event of refusal or delay in providing services and the security deposit/EMD deposit of unsuccessful bidder will be returned back within 15 days from the date of quotation opening.
14. If the service provider fails to provide the vehicle at the requisitioned time or within a reasonable time of half- an- hour of the requisitioned time, the service provider is liable to pay the penalty of 500/- per requirement.
15. The firm should be well established with minimum turnover of 25.00 lacs per annum and at least 03 years' experience (certificate to be attached) in providing services to Government department; Government approved body, Educational Institution(s), MNC etc.
16. The vehicles should have valid Pollution Control Certificate (Proof attached)
17. The Institute will debar the parties from tendering having relative working in Institute. A non-relationship undertaking is required to be submitted. In case of dispute of any kind and in any respect whatsoever, the decision of the committee members shall be final and binding.
18. Payments will be made through NEFT/RTGS only within one month of receipt of pre-receipted bill in duplicate duly supported by requisite documents.
19. The Firm/Bidder should provide the following information:
 - (i) Last 3 years ITR (Income Tax Return)
 - (ii) PAN Number (Copy must be attached)
 - (iii) GST No. (Copy must be attached)
 - (iv) Turnover Certificate from Chartered Accountant.

Note:- Bidders should take out the print of this document and sign with seal/stamped of firm on each page as a token of acceptance and submit it (in sealed envelope) along with the bid at given below venue :

Bid submission address : C116, Hall 1, IIT Kanpur

In case of any query please contact the undersigned :
Vipul Kumar – 7318018627 / vipul@antaragni.in

Date:

Place:

Associate Dean,
Students Activities
IIT Kanpur- 208016

Encl.:

1. Annexure 1 (Format of Price Bid)

**[On the letterhead of firm]
PRICE BID FORM**

To,
Associate Dean,
Students Activities
DOSA Office, IIT Kanpur-208016
Uttar Pradesh

Dear Sir,

1. I/We.....submitted the **Quotation for Rented/Hired Taxi Services.**
2. I/We thoroughly examined, understood and accepted terms & Conditions given in the enquiry document, failing which my/our quotation will be rejected out rightly.
3. I/We hereby offer to supply at the following rates.

S. No	Vehicle Type	Vehicle Category	Rate Exclusive Taxes	Taxes (if any)	Rate per Unit Inclusive Taxes	Total Cost Inclusive Taxes	MRP

(Signature of Authorized Person)
(Name).....
Name of Firm
Phone No.....
Email:.....

Date:

Place: