

No.KOC/HR/05A/2019

Dated:14-11-2019

To,

Dear Sir(s),

Sealed Tenders are invited from the reputed taxi suppliers having rich experience for supply of diesel driven latest model A/C taxies of 2016 or later model on hire basis for use by M/s. Dredging Corporation of India Ltd., Kochi on as and when required basis in two cover system i.e. Technical & Price Bids, initially for a period of 2 years and extendable for one more year on the same rates, terms and conditions at the discretion of DCI.

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02. Tenderers are requested to go through the tender documents in detail, before filling up the tender documents, enclosing relevant supporting documents and offering their rates.
03. Tenderers must sign & Seal on each and every page of the tender, in token of acceptance of the conditions of the Tender.
04. Tenderers are requested to submit their Technical Bid and Price Bid in two separate sealed covers and both the Technical Bid cover and Price Bid cover shall be put in another sealed cover duly indicating on the tender cover as "Tender for Supply of Diesel Driven latest model A/C taxies of 2016 or later model on hire basis" Tender No. KOC/HR/05A/2019 dated 14-11-2019 and submit their tender on or before 1500 hrs on 11-12- 2019.
05. The Technical Bid cover shall contain the Tender documents viz., Sections-I, II, III, IV, V, and VI (Technical Bid format) along with Annexures I, II, etc., if any, duly signed on all pages by the tenderer together with EMD receipt for electronic payment made or Bank Guarantee. The Price Bid cover (Section-VII i.e., Bill of Quantities) to be kept in a separate sealed cover duly signed. It may please be noted that the Price Bid cover will be opened in respect of those parties who are technically qualified.
06. Submission of Tenders both Technical & Price Bid papers in single cover is liable for rejection.
07. The Technical bids will be opened on 11-12-2019 at 1530 hrs in presence of such Tenderers / authorized representatives who are present at that time.

Thanking you,

Yours faithfully,
For DREDGING CORPORATION OF INDIA LIMITED

Project- In-charge

Encl:- As above

(2)
SECTION-I

DREDGING CORPORATION OF INDIA LIMITED
(A Government of India Undertaking)
Project Office: Kochi
Phone No.0484-2356232, 2356627

No. KOC/HR/05A/2019

13-11-2019

INVITATION FOR TENDERS

Sealed tenders are invited from the reputed taxi suppliers for supply of diesel driven latest model A/C taxis of 2016 or later model on hire basis for use by M/s. Dredging Corporation of India Ltd., Door.No.39/3907, Alappat Cross Road, Ravipuram, Ernakulam, Kochi-682016 on as and when required basis in two cover system i.e., Technical & Price Bids, initially for a period of 2 years and extendable for one more year on the same rates, terms and conditions at the discretion of DCI.

Interested reputed parties may download tender documents from the undersigned from websites mentioned below between **14/11/2019 to 11/12/2019 up to 1500 hrs.** by electronic payment through NEFT/RTGS etc.

The confirmation of receipt is to be obtained by the bidder from DCI HO's e-mail idtreaury@dcil.co.in and to be enclosed with the bid in cover-A along with electronic receipt/ UTR: Bank:- Syndicate Bank Branch:-DCI Ltd., Dredge house, Port Area, Visakhapatnam Current Account No:- 35833070000014 IFSC No:- SYNB0003583, SWIFT Code No:- SYNBINBBO32

The date for receipt of tender is up to 1500 hrs on 11.12.2019 and the Technical Bids will be opened on 11.12.2019 at 1530 hrs.

Dredging Corporation of India Limited reserves the right:

- 1) Accept or reject any or all bids without assigning any reason whatsoever.
- 2) Reject the bid received with counter conditions.
- 3) Accept the bid in whole or part.
- 4) Cancel the bid enquiry at any stage without assigning any reason.

The detailed NIT and complete tender documents are hosted in the websites www.eprocure.gov.in, www.dredge-india.com. The interested parties may also download the tender documents from the website for participation in the Tender by enclosing a receipt for electronic payment made for Rs.1150/- through NEFT/RTGS etc. to above mentioned bank account towards the cost of tender documents including ST (Non-refundable) along with the tender in Technical Bid, without which the tender documents will be summarily rejected.

Project Incharge.

(3)

SECTION – II

TENDER

M/s. Dredging Corporation of India Limited (A Govt. of India Undertaking) is desirous of getting services to hire latest model diesel driven A/C taxis of 2016 or later model on hire basis for use by M/s. Dredging Corporation of India Ltd., Kochi on as and when required basis in two cover system i.e. Technical & Price Bids, initially for a period of 2 years and extendable for one more year on the same rates, terms and conditions at the discretion of DCI. The details with regard to EMD, Security Deposit, Period of Contract, etc., are as indicated in the following Memorandum:-

MEMORANDUM

<u>Sl.No</u>	<u>Description of the item</u>	<u>Remarks</u>
i)	Name of Work	Supply, manning and running of latest model diesel driven A/C taxis of 2016 or later models on "as and when required basis" for use by DCI Ltd., Project Office, Kochi.
ii)	Estimated Cost	Rs.34,55,640/- (Excl GST) for two years
iii)	E.M.D	Rs. 35,000/- (Rupees Thirty-five thousand only)
iv)	Performance security	5% of the contract value to be submitted by L-1 tenderer before placing of work order.
v)	Period of contract	Initially for a period of 2 years and extendable for one year at the same rates, terms and conditions at the discretion of DCI.
vi)	Issue of Tender Documents	From 14.11.2019 to 11.12.2019
vii)	Last date of Receipt of tenders	Up to 11.12.2019 1500 Hrs on
viii)	Date and time of opening of technical bids	At 11.12.2019 at 1530 Hrs on

2. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and conditions and other provisions contained in the tender documents, Invitation for Bids (Section-I), Tender (Section-II), Scope of Work (Section-III), General & Special Conditions of contract (Section-IV), Technical Specifications (Section-V), Technical Bid (Section-VI) and Bill of Quantities (Section-VII -Price Bid), which have been read by me/us read and explained to me/us so far as they are applicable. In default of any of these conditions, I/We agree to set off the extra cost if any, for carrying out the work at my/our risk and cost against the Security Deposit available with the Dredging Corporation of India Limited, or its successors and to pay the DCI or its successors on demand as debt due any amount required to meet the extra cost of carrying out the work over and above Security Deposit furnished by me/us.

3. Bank Guarantee/ Receipt for electronic payment made for Rs. 35000/- (Rupees Thirty five thousand only) through NEFT/RTGS etc. to DCI Current Account No.35833070000014 is hereby forwarded towards EMD. The confirmation of receipt is to be obtained by the bidder from DCI HO's e-mail tdtreasury@dcil.co.in and to be enclosed with the bid in cover-A along with electronic receipt/ UTR.

4. I/We hereby confirm having read and understood all the terms and conditions of the tender and abide by these terms and conditions.

Signature of the Tenderer
(at the time of submission
of tender) with Seal

Date _____
day of
2019

Signature of the Witness
to the Contractor's
Signature

Witness :
Address :
Occupation:

SIGNATURE OF THE TENDERER
WITH SEAL

SIGNATURE OF THE COMPETENT AUTHORITY
OF DCI

SECTION - III
SCOPE OF WORK

Dredging Corporation of India Limited (A Government of India Undertaking) having its Project office at Ravipuram, Kochi - 682016 is executing dredging operations for Cochin Port Trust, Southern Naval Command and Cochin Shipyard Limited for next two years by deploying DCI Dredgers. In this connection, "Supply, Manning and running of 2016 or later model diesel driven A/C taxies are required on "as and when required basis" for use by M/s Dredging Corporation of India Ltd., 'Door No.39/3907, Alappat Cross Road, Ravipuram, Ernakulam, Kochi - 682016 as per terms and conditions of the tender.

The Taxies will be utilized by Project Office Officials, Cochin Port Trust Officials and other floating staff from DCI and HO Officials for commuting to Airport, Boat Jetty, Offices of SNC, CoPT, CSL and other Govt. Agencies etc, besides visiting Wharfs and markets, while Dredgers are brought alongside for routine maintenance.

SIGNATURE OF THE TENDERER WITH SEAL

SECTION-IV

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

1. Tenderers shall submit their Technical Bid and Price Bid in two separate sealed covers and both the Technical Bid cover and Price Bid cover shall be put in another sealed cover duly indicating on the tender cover as "Tender for supply of diesel driven A/C taxis - Tender No. KOC/HR/05A/2019 dated 14.11.2019 ." and submit their tender on or before at 1500 hrs on 11.12.2019
2. The Technical Bid cover shall contain the tender documents viz., Sections-I, II, III, IV, V and VI (Technical Bid format) along with Annexures-I, II, etc., if any, duly signed by the tenderer together with EMD either by way of receipt for electronic payment made or Bank Guarantee. The Price Bid cover should contain Section-VII i.e. Bill of Quantities to be kept in a separate sealed cover duly signed. It may be noted that Price Bid covers will be opened in respect of those parties who are technically qualified. Submission of tenders both Technical & Price Bid papers in single cover is liable for rejection.
3. The sealed tender completed in all respects along with prescribed Earnest Money Deposit of Rs.35,000.00/- may either be submitted by post before the stipulated time i.e.11.12.2019 at 15:00 Hrs or the same may be dropped in the tender box placed at H.No.39/3907 Alappat Cross Road, Ravipuram, Ernakulam, Kochi-682016. In case the tenders are sent by post, DCI will not be responsible for any postal delays. Unsealed tenders will be summarily rejected.
4. The tenders will be opened at 15:30 hours on 11.12.2019 in presence of such tenderers / representatives who are present at that time.
5. Tenders received after specified time and date will not be accepted.
6. Tenders received without Earnest Money Deposit of Rs.35,000.00/- are liable for summary rejection
7. The EMD will be submitted by the parties in the form of electronic payment through NEFT/RTGS. Demand Draft / Pay Order/ Cheques will not be accepted. In case the amount of EMD is more than Rs.10,000.00- tenderers may submit B.G. from any scheduled commercial Bank, as per attached Performa.
8. Towards Security Deposit for the due fulfillment of this contract, an amount of 5% each running bill value shall be deducted in addition to performance security deposit as stated in Memorandum. The Earnest Money Deposit will be treated/ converted as part of the Performance Security Deposit and remaining shall be submitted as stated in the memorandum.
9. All tenders must be absolutely clear, failing which the same will not be considered.
10. All columns would be properly and legibly filled in. No column would be left blank. Any correction in the rates, etc., would be duly attested by the tenderer. Alterations, if any, not authenticated with attestation may result in the rejection of the tender.
11. Rates quoted by the tenderer in item rate tender in figures and words will be accurately filled in so that there is no discrepancy in the rates written in figures and words.
12. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that the interpolation is not possible. The total amount would be written both in figures and in words. In case of figures word 'Rs' would be written before the figures of Rupees and word 'paise' after decimal figures viz., Rs.2.15 Ps. And in the case of words, the word 'Rupees' should precede and the word 'paise' would be written at the end. Unless when the rate is in whole rupee and followed by the words only, it would be invariably be up to two decimal places.
13. The rate will be quoted in decimal coinage and will be noted in figures and words. The amount for each item would be worked out and the requisite total given.
14. If the amount of an item is not worked out by the tenderer (or) does not correlate with the rate written either in figures or in words, then the rate quoted by the tenderer in words will be taken as correct.

SIGNATURE OF THE TENDERER WITH SEAL

15. Where the rate quoted by the tenderer in figures and words tallies, but the amount is not worked out correctly, then the rate quoted by the tenderer will be taken as correct and not the amount.
16. Item rate tender bearing any inscription either to increase or decrease the rate quoted, they will not be considered and such tender will be rejected summarily.
17. The tenderer should sign & Seal on all pages of the tender documents including Price Bid attached with the tender while tendering for the work.
18. The rate quoted in the tender will remain firm during the currency of contract including the extended period if any. Escalation in hire charges is not admissible. No claim for the increase in the rates of the materials and labour during the contract period will be entertained by DCI.
19. The rates would be inclusive of all taxes (excluding GST), fuel / other oils, repairs, driver's batta and all other charges. The toll gate fees and parking fees will be reimbursed by the Corporation subject to submission of original receipts, duly certified by the concerned authorized officer(s) utilized the taxi, along with the monthly running account bills.
20. When a tenderer signs a tender in an Indian Language, the rates and the total amount tendered would also be written in the same language. In the case of illiterate contractors, the rates or the amounts tendered would be attested by witness.
21. GST at actual will be reimbursed, provided, proper bill as per tax laws is furnished, along with the required particulars viz., registration number, tax computation, etc.
22. The tenderers should acquaint themselves with the work and the working conditions in supply, manning and running of taxies to Govt. Organizations / reputed firms and no claim will be entertained on this issue.
23. The tender should be valid for a period of 120 days from the date of opening of Cover-A (Technical Bid).
24. DCI reserves the right to cancel/withdraw the tender at any stage without assigning any reason.
25. DCI reserves the right to inspect the taxi cabs to check the model and the conditions of the taxies owned by the tenderer and to assess their credentials / capability in maintaining the taxi cabs
26. Conditional tenders and additional conditions of the tenderer will not be considered.
27. In the event of any breach of contract on the part of the contract, the Corporation reserves the right to forfeit the entire Security Deposit including converted EMD amount. Corporation also reserves the right to get the balance work executed by some other sources at the risk and cost of the tenderer.
28. The Contractor, its employees and drivers shall observe the discipline and policies of DCI in the normal course of his duties.
29. If as a result of any re-verification or post audit, any amount is found to be recoverable from the tenderer, the same will be recovered first from any sum due to the tenderer against any current bill of the tenderer and/or from their Security Deposit and / or from any other amount due from the Corporation and/or on demand.
30. All claims of the Dredging Corporation of India Limited against this contract or any other transactions whatsoever will be recovered from the amounts due to the tenderer under this account.
31. The Income Tax as applicable for the services rendered by the Contractor in providing taxi services, will be deducted from the monthly running bills as per the Income Tax Act (as amended from time to time).
32. Wages will be paid by the renderer to the workmen, directly without intervention of any jamadars or chowkidars and that the contractor will ensure that no amount by way of commission or otherwise is deducted or recovered by the jamadars from the wages of the workmen. The renderer will also strictly comply with the various provisions of the labour welfare statutes like:
 - i) Contract Labour (Regulation and Abolition Act, 1970).

SIGNATURE OF THE TENDERER WITH SEAL

- ii) Inter-state Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979.
 - iii) Industrial Dispute Act, 1947.
 - iv) Payment of Gratuity Act, 1972.
 - v) Equal Remuneration Act, 1976.
 - vi) Employees Provident Fund and Misc. Provisions Act, 1952.
 - vii) Minimum Wages Act, 1948.
 - viii) ESI Act, 1948 and
 - ix) Laws applicable to women, wherever applicable and any other relevant statutes, together with the amendments, thereon. The contractor shall maintain various registers as required under the statutes and produce to the officer of the Corporation nominated for the purpose, every month/as and when required for verification. No child labour should be engaged.
33. All liabilities such as compensation under Workmen's Compensation Act, PF Act and other regulations of the Govt. prevailing and as amended from time to time will be to the tenderer's account and the tenderer must indemnify the DCI against such liabilities.
34. If the tenderer makes default in proceeding with the work with due diligence, due to lack of resources or organization or work operated is not up to the expected standards, the Corporation reserves right to cancel the contract at 3 (three) days notice at any time during the currency of the contract. If the tenderer fails to execute the work as per conditions of the contract, the Corporation reserves the right to cancel the contract and to get the work executed through other agencies at the risk and cost of the tenderer. The Corporation would be entitled to with-hold any sum due and payable to the tenderer towards the sum as a result of the said breach or default. The contractor will not have any claim for compensation or otherwise on this account.
35. The tender is non transferable and if transferred, it is liable for rejection.
36. ARBITRATION: Should any dispute or difference arise between the Corporation and the contractor in connection with this contract or as to the rights and liabilities of the parties hereto, it will be referred to Arbitration by a Sole Arbitrator, a person to be appointed by the Managing Director, Dredging Corporation of India Ltd., Visakhapatnam and the award of the Arbitrator will be final and binding upon the parties hereto, subject to the provisions of the Arbitration and Conciliation Act, 1996, or any statutory modifications or re-enactment thereof. The Arbitrator will give a reasoned award. The Sole Arbitrator is precluded from awarding any interest in the award either for the pre-reference period or pendelite. The venue of the Arbitration will be Visakhapatnam, and the courts at Visakhapatnam will have exclusive jurisdiction on all matters with reference to this contract.
37. The tenderer will furnish a certificate that he is not related to any Officer of Dredging Corporation of India Limited or any Officer of the rank of Asst. Secretary or above in the Ministry of Shipping, Government of India. The tenderer should give a declaration along with their tender about the names of the relatives, who are employed in Dredging Corporation of India Limited. Performa of declaration attached (ANNXURE-A).
38. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the tenderer who resorts to canvassing will be liable for rejection.
39. The work will be commenced and completed as per the time schedule mentioned. In the event of delay in commencing the subject work, as stipulated in the work order, the work order issued to the party will be cancelled and EMD / SD will be forfeited.
40. If tenderer fails to complete the work, DCI reserves the right to execute the work from the other sources at the risk and cost of the renderer and EMD/SD submitted will be forfeited.

SIGNATURE OF THE TENDERER WITH SEAL

41. The Performance Security Deposit will be submitted 5% of the contract value by L-1 tenderer before placing of work order. The Performance Security Deposit & SD amount will be returned after satisfactory completion of the contract.
42. Time is the essence of the contract. The tenderer will ensure that the vehicles are reported as per requirement within the stipulated time. In case of breakdown of the vehicle hired, another vehicle in good working condition has to be provided immediately by the taxi supplier at no extra cost.
43. Pre-Qualification Criteria:

a) The tenderer should have minimum annual turnover of Rs.10.37 lakhs during the last 3 years ending 30th September, 2019.

b) Experience of having successfully completed similar works during the last seven years, ending 30-09-2019 should be any of the following:

- i. Three similar completed works costing not less than the amount equal to Rs.13.83 lakhs.
OR
- ii. Two similar completed works costing not less than the amount equal to Rs.17.28 lakhs.
OR
- iii. One similar completed work costing not less than the amount equal to Rs.27.65 lakhs.

NOTE: The expression of 'similar works' means who is having experience in supply of diesel driven taxis on as and when required basis to the Govt. Organizations / PSUs / Private Sectors, etc.

44. The Tenderers should submit the 'Two Bid' cover (Technical & Financial) of the tender along with following documents and details super scribing the name of work and date of opening etc., addressed to the Project-In-Charge, M/s Dredging Corporation of India Ltd., 'Door No.39/3907, Alappat Cross Road, Ravipuram, Ernakulam, Kochi - 682016.

- (i) Cost of tender document of Rs.1,180 (Rupees one thousand one hundred and eighty only including GST) and EMD of Rs.35,000/- (Rupees Thirty five thousand only) should be submitted by way of NEFT/RTGS in favour of M/s. Dredging Corporation of India Limited from any Nationalized/ Scheduled Bank payable at Visakhapatnam or BG as per format (**Annexure- IV**).
- (ii) Copy of Original Registration Certificates (RC) etc., of the Tata Indigo/ Swift desire/Tata Indica or equivalent AC Car offered to DCI.
- (iii) Copy of valid comprehensive Insurance Policy covering the / Swift desire Tata Indigo/Tata Indica or equivalent AC Car and the third party.
- (iv) Proof of experience in similar job(s) having executed such job(s) satisfactorily during last seven years.
- (v) Copy of clear title of owner of Swift Desire /Tata Indigo/Tata Indica or equivalent AC Car shall be enclosed. If the Tenderer is not the owner of the car, specify the name of owner of the car and enclose necessary documents in support of authorization given by the owner to the Tenderer to offer and operate the Tata Indigo or equivalent AC Car by the Tenderer, in original duly executed on a Stamp Paper and Notarized.
- (vi) Duly signed Tender Document excluding Bill of Quantities.
- (vii) Company's profile with copy of Permanent Account Number (PAN) in the Firm's name.
- (viii) Audited Balance Sheet of Company for the last 3 (three) years, i.e. for the years 2016-17, 2017-18 & 2018-19.
- (ix) Copy of Provident Fund Registration Number.
- (x) Copy of GST Number.
- (xi) Authorization for the Person signing the Tender.

SIGNATURE OF THE TENDERER WITH SEAL

- (xii) Certificate that Contractor is not related to any DCI/ Ministry of Shipping or Declaration of relative(s) working in DCI as per **Annexure-1** and
- (xiii) Other relevant Annexure(s) (Annexure – II to Annexure- VII) are to be enclosed with bid.
 - (b) Only Bill of Quantities duly filled with the competitive rates and nothing else in a separate sealed **cover-B**.

45. The Techno- Commercial Bid along with all enclosures to be put in a sealed Cover super scribed with the words - **Cover-A** "Techno-Commercial Bid" for the work "Supply, manning and running of latest model diesel driven A/C taxis of 2016 or later models on "as and when required basis" for use by DCI Ltd., Project Office, Kochi " to be submitted within the specified due date and time.

- (A) The Price Bid containing only tendered amount is required to be put in another sealed cover super scribed with the words – **Cover-B** "Price Bid" for the work "Supply, manning and running of latest model diesel driven A/C taxis of 2016 or later models on as and when required basis" for use by DCI Ltd., Project Office, Kochi.as and when required basis"
- (B) Tenderer should ensure that his tendered amount as per Cover-B is not mentioned in any other document directly or indirectly. The duly sealed **covers A & B** are to be put in a separate main sealed cover super scribed with the words "Supply, manning and running of latest model diesel driven A/C taxis of 2016 or later models on as and when required basis" for use by DCI Ltd., Project Office, Kochi.as and when required basis" on or before the due date and time mentioned in the NIT.

46. The sealed Tender completed in all respects along with the prescribed EMD may either be submitted by post before the stipulated time and date i.e. 1500 hrs. on 11.12.2019 or the same may be dropped in the tender box placed at H.No.39/3907, Alappat Cross Road, Ravipuram, Ernakulam, Kochi-682016. In case, the tenders are sent by post, DCI will not be responsible for any postal delays.

- 47. Tenders which do not fulfill all or any of the above conditions or are incomplete in any respect, are liable for summary rejection.
- 48. Liquidated Damage: In the event of failure of the contractor to provide Services to the Corporation, Liquidated damages @ 1% per week or part thereof, upto a maximum of 10% of the contract value will be levied.
- 49. Any parties debarred by any Government Organizations/PSUs/Private Sectors are debarred in participating in this tender and the tenders received from such parties will be summarily rejected.
- 50. The Contractor should arrange Insurance for the workmen engaged for the above work and the policy should be valid during the entire period of contract.
- 51. The L-1 Tenderer shall be identified based on:
 - 1. The Rates quoted by the party on overall L-1 rates for all the items in the BoQ.
 - 2. By summing, amount for all the items in the BOQ should be L-1 Amount.

SIGNATURE OF THE TENDERER WITH SEAL

SECTION-V
TECHNICAL SPECIFICATIONS

1. The rates quoted will be valid for entire contract period of three years including extendable period from the date of acceptance on the same rates, terms and conditions.
2. The taxis to be supplied to the Corporation will be of 2016 or later models. The tenderer will produce the vehicle(s) if required by the Corporation for inspection. The Corporation has the right to reject the vehicle supplied by the Contractor, if the same is not of 2016 or later model.
3. Tenderer will ensure that no vehicles owned by private parties hired as taxis. The vehicles hired as taxis will be registered as a transport vehicle and possess necessary valid permit. The drivers should also hold the requisite licenses/permits, etc.
4. If, the hiring is on hourly basis, time at which the driver along with the taxi starts from garage or at the point reporting at garage (garage to garage) be treated as "BOOKING TIME" and 'RELEASING TIME" as certified by the authorized officer/representative of the Corporation using the vehicle.
5. If the hiring is on KM basis, the mileage will be accounted for, from garage to garage. If the garage is located at more than 5 Kms, the distance will be treated to a maximum of 5 Kms. each side.
6. If the performance of the vehicle(s) is/are not satisfactory, the tenderer will be notified in writing of the poor performance of the vehicle(s) and in case the tenderer fails to improve the performance of the vehicle(s) or to supply suitable substitute vehicle in good working condition to the satisfaction of DCI Ltd., within reasonable time as notified in the notice, the Corporation reserves the right to cancel the contract immediately after expiry of notice period and Earnest Money and Security Deposit will be forfeited. Running Account Bill will be paid once in a month after deducting the Security Deposit and other statutory recoveries. The Earnest Money Deposit / Security Deposit will be refunded to the Contractor after the payment of the final bill and on successful completion of the contract.
7. The vehicle and drivers provided to the Corporation will possess valid Road Tax Token, License, Comprehensive Motor Insurance coverage, Pollution Control Certificate and other relevant statutory documents, etc., as prescribed by the concerned authorities, from time to time.
8. In case of break-down of the hired vehicle, alternative vehicle has to be provided by the taxi supplier at no extra cost. If he fails to do so, alternative arrangement will be made, and the expenses incurred thereof will be deducted from the taxi supplier while settling the bills.
9. Either the Officer of the Corporation or the representative of the Corporation traveling in the taxi will in no way, be responsible for any accident or mishap occurring to the vehicle/driver or any claims arising out of the same.
10. Tenderer will take full responsibility for the safety of his vehicles / drivers / workmen / third party during hire. The Corporation will not be liable for or in respect of any damage or compensation payable in law, in respect or consequence to any accident or injury to any workmen or other persons in employment of the contractor or damage/damages to the vehicles etc., and the tenderer will indemnify and keep DCI indemnified against all such damages and compensations and against all claims, damages, proceedings cost, charges and expenses, whatsoever in respect thereof or relating thereto.
11. The drivers should be provided with white uniforms to comply with the regulations of the Road Transport Authorities. In case of failure to comply with the rules by the drivers, it will be the sole responsibility of the drivers/taxi supplier for payment of any fines, etc., and the Corporation will in no way be responsible for any consequences, etc.

SIGNATURE OF THE TENDERER WITH SEAL

12. The drivers of taxies should be advised / instructed to behave politely with the officers/staff while discharging their duties.
13. When the taxies are engaged for out-station trips, the drivers concerned should be provided with sufficient amount to meet expenses relating to cost of Diesel, Repairs, Drivers Coffee/Tiffin, Meals expenses and other contingencies.
14. The tenderer should be able to cater / provide immediately two to three taxies, as required by the Corporation on any day within 2 hours on intimation. If the tenderer fails to do so, alternative arrangements will be made and the difference of amount incurred thereof will be deducted from the successful tenderer, while settling his bills.
15. The tenderer shall give an undertaking that they have not made any payment or illegal gratification to any person/authority connected with the tender process so as to influence the tender process and have not committed any offence under the Prevention of Corruption Act in connection with the tender (ANNEXURE-B).
16. The tenderers shall disclose any payments made or proposed to be made to any intermediaries (agents, etc.) in connection with the bid. (ANNEXURE-B)
17. If the hiring of the Taxi is on hourly basis, One Hour will be 10 km run will be accounted and the same will be deducted from the total KM run and balance kms will be paid as per the prorate basis i.e rate for extra KM.

Illustrative:

Sl. No.	Total Hours to be Travelled	Total KM run	Difference		Remarks
			Hours	Kms	
01	400	4200 Kms	40	600 Kms	4200 Kms - 4000 Kms (Per Month 3600 Km + 40 Hrs X 10 Km per Hour) = 200 Kms

As per the contract per day 12 hrs 120 kms run, therefore the excess hour and excess km will be calculated as per the item No.(1)(b)&(1)(c) of BoQ.

Total Hours engaged by Taxi service per month : 400 hrs
As per contract per month to be engaged : 360 Hrs

Total Km run per the month : 4200 Km
As per the contract total km to be run : 3600 Km

Total excess hours engaged is : 40 Hrs
Total excess KM run : 200 Kms(as per calculation above)

SIGNATURE OF THE TENDERER WITH SEAL

SECTION – VI (Cover – A)
TECHNICAL BID

1	(a) Name & Full address of the Firm with Telephone/email address.	
	(b) Name of the contact person	
2 (a)	Existing latest Model Taxi Nos. and Make (should not be taxies which were registered earlier to 2016). If new taxies are introduced, the Nos. should be intimated to the Corpn. from time to time.	
(b)	No. of latest Model Taxies registered in the name of tenderer (Documentary proof should be attached). The tenderer should have owned at least 05 Taxies (particulars of taxies should be furnished in a separate sheet)	
(c)	No. of other taxies maintained by the tenderer and source	
3.	Average Annual Financial Turn Over for the last 3 years 2016-2017 2017-2018 2018-2019 (Attach copies of Profit & Loss Account duly certified by Auditor/Auditor's Certificate)	Rs. Rs. Rs.
4.	Details of Man power possessed by the Tenderer (viz., Experienced Drivers, etc..)	
5.	E.M.D. particulars (BG/ Receipt for electronic payment made for Rs.35,000/- through NEFT/RTGS etc. to DCI Current Account No.35833070000014 towards EMD shall be kept in Technical Bid cover only)	
6.	Please furnish an undertaking that the "Price Bid Cover" (Section VII) does not contain any counter conditions	
7.	Whether letters as per proforma (Annexures) duly signed and attached in the Technical Bid Cover.	
8.	Whether all pages of Tender Documents signed & sealed by the Tenderer	
9.	Details of Tenderer's "e" Bank A/c No. NEFT/RTGS facility should be there for "e" transfer	
10.	PAN NO. (Photo Copy of the Document to be enclosed)	
11.	GST registration (Photo Copy of the Document to be enclosed)	
12	Tenderer should have experience having successfully completed similar works during last 3 years ending the last day of the month previous to the one in which applications are invited. Furnish the following information :	

Nature of work	<u>Period of work</u> <u>FromTo</u>	Organization If any	Value of each work done Rs. Ps.	Remarks attach supporting documents

SIGNATURE OF THE TENDERER WITH SEAL

SECTION – VII (Cover – B)
PRICE BID (BILL OF QUANTITIES)
(TO BE SUBMITTED IN SEPARATE SEALED COVER)

Sl.No.	Description of Work	Estimated Quantum of Requireme nt	Hire Charges in Figures		Amt per month Rs. Ps.
			Rs.	Ps.	
01	FOR PROJECT'S USE				
(a)	Hire Charges for supply, manning and running of diesel driven AC Swift desire or equivalent vehicle in excellent running condition of 2016 or later model inclusive of all costs and other taxes (exclusive of service tax, tollgate fees/parking charges) on daily hire basis on 12 hrs 120 km run per day and 3600 km per month. Rate should be inclusive of fuel escalation, if any.	30 Days			
(b)	Rate for extra Km run beyond 3600 Km per month inclusive of all charges for AC Swift desire or equivalent vehicle	150 Kms			
(c)	Rate for extra hour run beyond 12 hrs for AC Swift desire or equivalent vehicle	15 Hrs			
02	<u>FOR CoPT OFFICIAL'S USE</u>				
(a)	Hire Charges for supply, manning and running of diesel driven AC Tata Indica or equivalent vehicle in excellent running condition of 2016 or later model inclusive of all costs and other taxes (exclusive of service tax, tollgate fees/parking charges) on daily hire basis and 1200 km per month.(However vehicle should be available round the clock on all the days). Rate should be inclusive of fuel escalation, if any.	30 Days			
(b)	Rate for extra Km run beyond 1200 Km per month inclusive of all charges for AC Tata Indica	300 Kms			
03	For commuting floating personnel & other statutory requirements, etc.Hire charges for supply, manning and running of additional diesel driven AC Tata Indica or equal vehicle in excellent running condition of 2016 or later model inclusive of all costs and other taxes (exclusive of service tax, tollgate fees/parking charges) on as and when required basis on 08 hrs 80 km run per day. Rate should be inclusive of fuel escalation, if any.	10 Days in a Month			

Sl.No.	Description of Work	Estimated Quantum of Requirement	Hire Charges in Figures Rs. Ps.	Amt per month Rs. Ps.
04	<p>FOR H.O OFFICIALS VISITING KOCHI</p> <p>Hire charges for supply, manning and running of diesel driven AC-Innova or equal vehicle in excellent running condition of 2016 or later model inclusive of all costs and other taxes (excluding of service tax, tollgate fees/parking charges) on as and when required on per km run basis (minimum of 10 km run per hr). The km rate should be inclusive of fuel escalation, if any.</p>	08 Days in a Month (8hrs/80 km in a day)		

NOTE

- (1) Rates quoted should be excluding GST
- (2) Amount quoted should be in both figures and words
- (3) Above rates shall be operative for a period of 2 years extendable for one more year and same are binding on the bidders.

SIGNATURE OF THE TENDERER WITH SEAL

Dated

To
M/s.Dredging Corporation of India Ltd.,
Project Office.
H.No.39/3907, Alappat Cross Road,
Ravipuram, Ernakulam,
Kochi – 682 016.

Sir,

Sub:- Tender for Supply, manning and running of latest model diesel driven A/C
Taxies of 2016 or later models on "as and when required basis" for use
by DCI Ltd., Project Office, Kochi – Reg.

With reference to your Tender No. KOC/HR/05A/2019 dated 14.11.2019 and as per Cl.No.37 of General & Special Conditions of Contract, we hereby certify that, we are not related to any Officer of Dredging Corporation of India Ltd., or any Officer of the rank of the Asst. Secretary or above in the Ministry of Shipping, Government of India and also certify that we do not have any relatives employed in the Dredging Corporation of India Ltd.

Thanking you,

Yours faithfully,

PROFORMA

Dated _____

To,

M/s. Dredging Corpn.of India Ltd.,
Project Office
H.No.39/3907, Alappat Cross Road
Ravipuram, Ernakulam
Kochi - 682016

Dear Sirs,

Sub:- Tender for Supply, manning and running of latest model diesel driven A/C taxiesof 2016 or later models on "as and when required basis" for use by DCI Ltd., Project Office, Kochi – Reg.

-.o0o:-

With reference to your Tender No. KOC/HR/05A/2019 dated 14.11.2019 and as per Clause No.16 & 17 of Section-V - Technical Specifications, we hereby certify, that, we have not made any payment or illegal gratification to any person/authority connected with the tender process so as to influence the tender process and have not committed any offence under the Prevention of Corruption Act in connection with the tender.

Thanking you,

Yours faithfully,

PROFORMA OF BANK GUARANTEE BOND FOR SECURITY DEPOSIT).

(To be executed on Rs.200/- Non-Judicial Stamp Paper)

In consideration of Dredging Corporation of India Limited, a Company incorporated under the Company's Act 1956 and having its Registered Office at Core-2, 1st Floor, SCOPE MINAR, Plot No.2A&2B, Laxmi Nagar District Centre, Delhi-110091 (hereinafter called the "DCI" having agreed to exempt M/s. _____ (indicate Name & Full Address of the Contractor) (hereinafter called the said "Contractor") from payment under the terms and conditions of the tender No. _____ dated _____ made between the DCI and the Tender for _____ (herein after called the said "Contract") of Security Deposit in cash for the due fulfilment by the said Contractor of the terms and conditions contained in the said Tender on production of a Bank Guarantee for Rs. _____ (Rupees _____ only).

We _____ (indicate the name of Bank) (hereinafter referred to as "the Bank") at the request of M/s. _____ the said Contractor do hereby undertake to pay to the DCI an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the DCI by reason of any breach by the said contract of any of the terms or conditions contained in the said contract..

2. We _____ do hereby undertake to pay the amounts due and (indicate the name of Bank) payable under this guarantee without any demur, merely on a demand from the DCI stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the DCI by reason breach by the said Tenderer of any of the terms or conditions contained in the said Tender or by reason of the Tenderer's failure to perform the said Tender. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.

3. We undertake to pay to the DCI any money so demanded notwithstanding any dispute or disputes raised by the said Tenderer in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said Tenderer shall have no claim against us for making such payment.

4. We _____ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Tender and that it shall continue to be enforceable till all the dues of the DCI under or by virtue of the said Tender have been fully paid and its claim satisfied or discharged or till the DCI certifies that the terms and conditions of the said Tender have been fully and properly carried out by the said Tender and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before _____, we shall be discharged from all liability under this Guarantee thereafter.

5. We _____ (indicate the name of Bank) further agree that the DCI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the DCI against the said Tenderer and to forbear or enforce any of the terms and conditions relating to the said Tender and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Tenderer or for any forbearance, act or omission on the part of the DCI or any indulgence by the DCI to the said Tenderer or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Tenderer.

7. We, _____ (indicate the name of Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the DCI in writing.

Date the _____ day of _____ 2019

For _____

(indicate the name of Bank)

PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT
(TO BE EXECUTED ON NON-JUDICIAL STAMP PAPER WORTH OF RS.200/-)

To,

The Dredging Corporation of India Ltd.,

WHEREAS _____ (indicate Name & Full Address of the Tenderer) (hereinafter called the "Tenderer") has submitted its tender dated _____ for the Execution of (Name of Work) in favour of DREDGING CORPORATION OF INDIA LIMITED, _____ (herein after called the "CORPORATION").

KNOW ALL MEN by these presents that we, _____ (Bankers full address) (here in after called "Bank") are bound unto the Corporation for the sum of Rs. _____ (Rupees _____ only) for which payment will and truly to be made to the said Corporation, the Bank binds itself its successors and assigns by these present.

THE CONDITIONS of this obligation are:

If the Tenderer withdraws his Tender

- a) during the period of validity of the Tender specified in the Tender (or)
- b) after having been notified of the acceptance of his Tender by the Corporation during the period of Tender Validity.
- c) fails or refuses to execute the Agreement, if required, or
- d) do not commence the work as per the Letter of Indent or Work Order.

We undertake to pay to the Corporation up to the above amount upon receipt of their first written demand without the Corporation having to substantiate their demand, provided that in their demand the Corporation will note that the amount claimed is due to him owing to the occurrence of one or more of the above conditions, specifying the occurred condition or conditions.

Notwithstanding anything herein contained our liability under this guarantee is limited to Rs. _____ (Rupees _____ only) and will remain in force up to 120 days from the date of opening of Tender and any demand in respect thereof must reach the Bank not later than the date of expiry of this guarantee failing which all the rights of the Corporation under the guarantee shall be forfeited and the Bank shall be deemed to be relieved or discharged from all liabilities hereunder.

Dated

SIGNATURE OF THE BANK WITH SEAL