

Bid Document

Bid Details	
Bid End Date/Time	14-04-2021 12:00:00
Bid Opening Date/Time	14-04-2021 12:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	60 (Days)
Ministry/State Name	Ministry Of Finance
Department Name	Department Of Revenue
Organisation Name	Cbic Central Board Of Indirect Taxes & Customs
Office Name	Hyderabad Gst Commissionerate
Item Category	Monthly Basis Cab & Taxi Hiring Services - Sedan; 2000 km x 320 hours; Local 24*7
Contract Period	1 Year(s)
Minimum Average Annual Turnover of the Bidder	12 Lakh (s)
Years of Past Experience required	2 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years Of Experience and Turnover	Yes
Startup Exemption for Years Of Experience and Turnover	Yes
Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Estimated Bid Value	2400000
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
----------	----

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	14

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

CHIEF ACCOUNTS OFFICER

Hyderabad GST Commissionerate, Department of Revenue, CBIC CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS,
Ministry of Finance
(Cao)

Splitting

Bid splitting not applied.

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):5

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):5

Minimum years (up to 5 years) of experience in related field:2

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:1

Number (up to 100%) of vehicles demanded should have been provided in the past year to government agencies:1

Geographic Presence in States:OFFICE(OR BRANCH) ADDRESS OF THE FIRM IN TELANGANA AND VEHICLES REGISTERED IN TELANGANA

Annual Turnover and Profit Requirement: ITR OF LAST 3 YEARS

Monthly Basis Cab & Taxi Hiring Services - Sedan; 2000 Km X 320 Hours; Local 24*7 (5)

Technical Specifications	Specification	Values
	Core	
	Vehicle Type	Sedan
	Type of car (Please select at least 3 options)	Honda Amaze , Maruti Suzuki Dzire , Tata Tigor
	Usage Variant	2000 km x 320 hours
	Type of Service	Local 24*7
	Year of Vehicle Model	2020
	Km Travelled	Upto 25,000 Kms
	Air Conditioning Requirement	A/C
	The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/ State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid	Yes
	Area of Operation	Plains
	Addon(s)	

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Vehicle(s) of above mentioned technical specification	Additional Requirement
1	Paspula Madan Mohan	500004,Office of the Principal Commissioner of Central GST & Central Excise, Hyderabad GST Commissionerate, Lal Bahadur Stadium Road, Basheerbagh, Hyderabad - 500004	5	<ul style="list-style-type: none">Duration in Months : 12

Buyer Added Bid Specific Additional Terms and Conditions

- 1. Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
- 2.1.** The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

3. Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of CHIEF ACCOUNTS OFFICER, HYDERABAD GST COMMRTTE payable at HYDERABAD. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.
4. **NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.
5. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
6. To be eligible for award of contract, Bidder / OEM must possess following Certificates / Test Reports on the date of bid opening (to be uploaded with bid): 1. PAN2. GST CERTIFICATE3. At least 2 years of work experience certificates from Government organisations4. RCs of the vehicles5. Registration of the firm(if applicable)6. Bid security declaration by the firm accepting that if they withdraw or modify their bids during period of validity the firm shall be suspended for a period of 06 months from participating in tenders floated by this office7. Photocopies of All documents should be self sttested8. Inspection of vehicles shall be done before approval.
7. Buyer Added Bid Specific Additional Terms and Conditions

1. The firm should have office/branch in Hyderabad and the vehicles should be registered in the state of Telangana. Attested Documentary proof of the Office/branch address should be uploaded and RCs of the vehicles should be uploaded.

2. The firm/agency having prior experience of at least 2 years (satisfactory track record) in serving any State/Central Government organisations will be given preference. Proof to that extent should be enclosed.

3. The agency/firm should ensure that the drivers employed have valid driving license and clean driving track record and the vehicle or driver should not have indulged in any serious accident in the past three years and a proof of the same in the form of non-claiming of insurance amount from the insurer shall be submitted. The driver of the vehicle provided must follow traffic rules and all other regulations prescribed by the Government from time to time. The papers related to the vehicles including proper insurance papers of the vehicle should be available / kept in the vehicle. The vehicle should have a comprehensive insurance to cover the risk during the contract period. In case of any accident, all the claims arising out of it shall be met by the Contractor.

4. Drivers should be well versed with the roads and the places in Hyderabad City and should have experience in driving in the Metropolitan city.

5. Once the driver has been allotted to a particular vehicle, he should remain with the same vehicle throughout the contract period. Any change in the designated driver should be intimated to the concerned officer 24 hours before such change is affected.

6. Driver should be provided with a mobile phone in operation at all times.

7. Drivers should maintain proper uniform, the cost of which should be borne by the vehicle owner. Driver should be decent and well behaved and should not have any criminal cases against him and should not have any past history of accidents.

8. Car should be kept clean and odour free, suitable for official use.

9. The vehicle should be of latest model and in good running condition. The vehicles shall be inspected before awarding the contract. Vehicles of brands like Maruti, Honda and in good condition will be preferred.

10. A daily record indicating time and mileage for each vehicle shall be maintained by the driver in a log book in the prescribed format as per Government's instructions and this log book shall be submitted to the Inspector (Vehicle In charge) on a daily basis for scrutiny and authorisation. The opening and closing metre reading will be verified by the Inspector daily.

11. Hyderabad GST Commissionerate shall be liable to pay the hiring charges and GST (if found eligible) only. Any other charges, including monthly charges of driver, repair and maintenance of vehicle, insurance, petrol/ diesel, oil and any other incidental expenses shall be borne by the agency/firm.

12. There should be at least two sets of white seat covers, towels and napkins. It should be changed every week. There should be an air spray in every car. The items mentioned shall be made available at the cost of the owner of the agency/firm.

13. The vehicle should have necessary permits from the transport department/authority. This office will not be responsible for any challans, loss, damage and accident to the vehicle or any other vehicle or injury to anybody. In case of any accident, all the claims arising out of it shall be met by the agency/firm.

14.It is obligatory for the agency/firm that drivers are paid not less than minimum wages prescribed under Minimum Wages Act and other statutory levies as fixed by the Government from time to time.

15.If any of the terms and conditions above, is not found fulfilled during the currency of contract, the Principal Commissioner of Central Tax, Hyderabad GST Commissionerate reserves the right to terminate the contract without assigning any reasons thereof. However, this contract can be terminated with a notice period of one month by the either side. The liability of the Principal Commissioner of Central Tax, Hyderabad GST Commissionerate will be limited to the hiring charges agreed in the contract.

16.In case of any dispute, the decision of the Principal Commissioner of the Central Tax, Hyderabad GST Commissionerate shall be final and binding. Contract can be cancelled after a prior notice of one month from either side, in the event of poor service or violation of any of the conditions stipulated and any matter not specifically covered by this agreement shall be decided by the Principal Commissioner of Central Tax, Hyderabad GST Commissionerate.

17.TDS under Section 51 of GST Act, 2017 and Section 194-i of Income Tax Act, 1961 will be deducted every month if applicable.

18. ITR of last 03 years should be uploaded.

8.AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

9.Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

10.The Service Provider must own 20% of the bid quantity of vehicles in Service Provider's name or in the name of the proprietor / partner of the Service Provider. Necessary documents relating to proof of ownership will be uploaded by the bidder for verification of the buyer. Such Service Provider owned vehicles will be part of the fleet to be deployed by the Service Provider in case he gets the contract against this bid.

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or

reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---