

No.D-26015/1/2009-Admn.II(LD)  
Government of India  
Ministry of Law and Justice  
Legislative Department  
\*\*\*\*\*

Shastri Bhawan, New Delhi,  
Dated the 6<sup>th</sup> March, 2017.


TENDER NOTICE

Subject: Hiring of DLY Cars (AC/Non-AC) for official use in the Legislative Department.

The undersigned is directed to state the Legislative Department is required to hire some DLY Car (AC/Non-AC) for official use on the following terms and conditions:-

1. The car should be provided this Department on daily basis (as and when required) and the payment will be made on monthly basis on submission of bill in triplicate by the firm after completion of every month.
2. The car should not be in any case more than 2 years old and should be fully upholstered and provided with all other necessary conforms/facilities.
3. Tenderer should have to ensure that driver deployments for driving the car should have valid driving license, security check as well as educated and well behaved, properly dressed/uniformed and well conversant with the traffic rules/regulations and city roads/routes.
4. Tender should deposit security money of Rs.5,000/- and 5 % performance security value of contract by opening a fixed Bank account, hypothecated to the Ministry of Law and Justice, Legislative Department, Government of India which shall be allowed to be withdrawn on expiry of the contract. The performance security deposit shall be forfeited in case of any default on the part of the contractor in not providing or improper providing of cars or unsatisfactory services.
5. The time and distance in respect of hired car will commence and terminate at Shastri Bhawan, Dr. R.P. Road, New Delhi.
6. The contract so awarded will commence from the date of consent of the firm to the terms and conditions and depositing of security and performance security amount.
7. Bill, preferably typed, in connection with the service shall be submitted to the Department in the 1<sup>st</sup> week of every following month.
8. The agency should inform the telephone number and name of the person who can be contacted round the clock.
9. The driver has to maintain a logbook for keeping the records of duties performed and the logbook has to be submitted to the concerned officers in the Legislative Department regularly for scrutiny.
10. DLY car running on CNG will be preferred.
11. All other terms and conditions remain the same as mentioned in the Tender Form.
12. The contract can be terminated at any time without assigning any reason. In this connection, the decision of this Department shall be final and binding upon the contractor.

This Department is, therefore, inviting quotations from the taxi owners in the prescribed proforma (Annexures I-II). The cover containing the quotation should be prominently marked with words "Quotations for hiring of DLY Cars". The quotations can be submitted to the undersigned on or before 21<sup>st</sup> March, 2017 at 11.00 A.M. The quotations will be opened at 11.30 A.M. on the same date in the chamber of the undersigned in Room No.438-A Wing, Shastri Bhawan, New Delhi. The tenders or the representative may be present at that time.

  
(Vidya Wati)

Under Secretary to the Govt. of India  
23386009.

Copy to:

To

The Under Secretary (Admn.),  
Legislative Department,  
Ministry of Law and Justice,  
Shastri Bhawan,  
New Delhi.

Subject: Tender for DLY Taxies (Ac/Non Ac)

Sir,

With reference to your Tender Notice D-26015/1/2009-Admn.II(LD) dated the 24<sup>th</sup> October, 2016 inviting quotations for hiring of DLY Taxies (Ac/Non Ac), we hereby quote the following rates for providing DLY Taxies (Ac/Non Ac) to Legislative Department on contract basis:-

S.No	Nature of hiring	Indica Make	Maruti Dezire
1.	Monthly basis (2400 KM and 300 hrs.		
2.	Monthly Basis (2400 Km and 240 hrs).		
3.	Extra charges per km.		
4.	Extra charges per hour		
5.	Night charges after 11 PM.		

We have read the terms and conditions and accept the same.

Yours faithfully,

Name.....

Address.....

.....

Phone No.....

Date.....

Seal of the firm.....

Attached:

1. List of taxies owned by the firm in the above categories of Model year 2013

## PERFORMA FOR TECHNICAL BID

SL.NO.	Criteria	
1	Name of the agency	
2	Business address of agency	
3	Telephone No.	
4	Mobile No	
5	Annual turnover of Rs.20 lakh of the firm with proof. (2014-2015 & 2015-2016 & 2016-2017) attach CA certificate	
6	Pan No(copy to attached)	
7	Service tax registration No(copy to attached)	
8	Tin No registration No(copy to attached)	
9	Certificate from ministries/department/PSUs of the details of the past same type of contract experience of 5years.	
10	The earnest money of Rs5000/-from centralized bank through a Demand Draft/Pay order	Bank: DD No: Date:
11	Certificate of satisfactory performance from the organization to whom the services was provided.	
12	Income Tax Return for year 2014-2015 & 2015-2016&2016-2017	

(Sign.&amp; seal of the firm)