

Two Bid Tender



**Himalayan Forest Research Institute
Conifer Campus, Panthaghati
Shimla-171013**

2021-22

(Price:- Rs 1000+180(GST)=1180/-)

Notice Inviting e-Tender

**Himalayan Forest Research Institute
Conifer Campus, Panthaghati
Shimla-171013**

Phone 0177-2626778 Fax 01772626779

Web : <http://hfri.icfre.gov.in> Email: po_hfri@icfre.org

Tender number: Estate/Service/2/2021

- 1. To make available various types of vehicle services, two bid tenders are invited on single level system. The offline tender will not be accepted.**
- 2. According to the tender important date sheet given below, the tender document can be downloaded from the H.F.R.I's web site <http://hfri.icfre.gov.in> (for reference only) and MOEFCC's website <https://moefcc.euniwizarde.com> .**

Sr.No.	Particulars	Date & Time	Place
1	Date of Publication	24-09-2021	HFRI/ICFRE website and MoEFCC website
2	Start date of Download of Tender document	24-09-2021	HFRI/ICFRE website and MoEFCC website https://moefcc.euniwizarde.com
3	Start date of Submission of online Bids	24-09-2021	MoEFCC website https://moefcc.euniwizarde.com
4	Last date of Download of Tender document	15-10-2021	MoEFCC website https://moefcc.euniwizarde.com
5	Last date of Submission of online Bids	15-10-2021	MoEFCC website https://moefcc.euniwizarde.com
6	Date of opening of technical bid	18-10-2021	MoEFCC website https://moefcc.euniwizarde.com
7	Date of opening of Financial bid	Fixed later on	MoEFCC website https://moefcc.euniwizarde.com

Note : Hindi version will be valid for any clarification and legal purpose

The information to be filled by the tenderer

Sr.No	Scanned copy of documents	Yes/No
1.	Details of vehicle with Valid registration certificate in PDF format vehicle is the name of the tenderer or the scanned copy of the signed agreement	
2.	Documentary evidence in support of the claim of execution of similar works in the past in PDF format	
3.	Copy of PAN number in PDF format	
4.	Copy of income tax return of last three years signed and scanned in PDF format	
5.	Signed and scanned copy of GST number in PDF format	
6.	Copy of tender Fee Rs 1000+180(GST)=1180/-signed and scanned in PDF format	
7.	Authorization certificate for Authorized Item in Format PDF	

Forwarded letter
(To be filled by tenderer)

To,

Director

Himalayan Forest Research Institute

Conifer Campus, Panthaghati,

Shimla- 171013(H.P)

Subject:- Regarding tender for hiring Vehicle at Himalayan Forest Research Institute.

Reference:- Your tender notice Dated-

Sir,

I/We provide our Tender Bid for providing Vehicle Services at HFRI, Shimla from 01.11.2021 to 31.10.2022. I/We will be bind to provide the said services at the scheduled time. I /we have fully understood the terms given in the tender document and checked the contract terms fully. I/we have understood the nature of the contract, and agree to make it available to the institute in the prescribed time from 01.11.2021 to 31.10.2022.

Accordingly, I/we are enclosing tender fee with the form of bank draft.

Yours faithfully,

Tenderer/ Signature of authorised signatory

Address and telephone number

Himalayan Forest Research Institute, Shimla

Tender – Form A

1. Name and address of the tenderer in 'clear letters'

Sr.No	Name of the tenderer in 'Bold letters'	Address of the tenderer in 'Bold letters'
1		
2		

2. Specification and Details - Enclosed

3. Details of Tender fees:

Amount amount -----Draft / Banker cheque no. ----- Name of bank-----

I / We accept the terms and conditions given in the tender form.

Date

place

Signature of signatory with date and seal

Proforma for 'Qualifying bid'

1. Name of the tenderer _____
2. Address (including mobile number and other telephone number) _____
3. Registration No. of Tenderers _____
(Photocopy copy of registration)
4. PAN number of the tenderer _____
(Photocopy should be enclosed)
5. Service tax registration certificate of the tenderer: _____
(Photocopy should be enclosed)
6. Make of Vehicle, including registration No. _____
(The Photocopy copy of registration book should be enclosed)

Sr. No.	Vehicle no.	Name of Owner	Type of Vehicle	Model	Distance Travelled (Km)
1.					
2.					

Note: If the name of the vehicle tenderer is not mentioned, the contractual proof of the vehicle organizer verified by the Public Accounting Authority should be attached.

7. Provide details of major vehicle facilities in the last three years in the following format:

Sr.no	Addres of Govt. Organisations with telephone no., Fax, and email etc.	Amount of Contract	Period of contract
1.			
2.			
3.			

Note: Attach certificate, if any, from concerned Organizations

Certificate

1. It is certified that the information above is correct.
2. I / We have understood the above terms and conditions and are agreed to obey them.
3. The signatory has been authorized by the institution / owner for this bid.

Location :

Date :

Signature of the bidder / vehicle owner

FINANCIAL BID

Part I

Rates for providing vehicle during 01.08.2020 to 31.07.2021 on tour in Himachal Pradesh, Punjab, Haryana, Chandigarh, Uttarakhand, Delhi, and Jammu and Kashmir UT, Ladakh UT etc. (Upto 200 kilometers per day)

Sr. No.	Type of vehicle	Quantity(No. of vehicles per annum)	Rates per day upto 200 kilometres	Rates per kilometers (In Rs) beyond 200 kilometre
1	Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.		₹	₹
2	Scorpio, TataSumo, Bolero Camper, Tavera, Innova, Zylo etc.		₹	₹
3	Tempo traveler		₹	₹
4	Max Pickup, Bolero Camper etc.		₹	₹
5	Innova Crysta etc Any other luxury vehicles		₹	₹

Part –II: Rates to provide vehicle services for local Shimla:

Sr. No.	Type of vehicle	Quantity (No. of vehicles per annum)	Rates per kilometers (In Rs.)		
			Rates per day Atleast 60 Kilometers and 6 hours including Haltage charges	More than 60 kilometre	
				Rates per kilometer	Haltage Charges over 6 hours per hour
1	Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.		₹	₹	₹
2	Scorpio/ Tata Sumo/ Bolero Camper/ Tavera/ Innova/ Zylo etc.		₹	₹	₹
3	Tempo traveler		₹	₹	₹
4	Max Pickup, Bolero Camper etc.		₹	₹	₹
5	Innova Crysta etc Any other luxury vehicles		₹	₹	₹

Note:	
1.	Part I: For Night stay Institute will pay separately:@ 200/- per night
2	Evaluation of bid will be done on overall basis
3	Rest of charges will be negotiated as per rate fixed by HP transport Department
4	Quantity shown are tentative requirement and it can be more or less as per demand, no compensation will be paid for more or less requirement

5	Rate be quoted inclusive of all Taxes including (GST)
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Terms and Conditions

1. To Download Tender form

A- Himalayan Forest Research Institute is inviting bid by way of the two bid system for hiring vehicles in Shimla through the website of the Central Purchase MoEFCC site, <https://moefcc.euniwizarde.com> (MoEFCC site). Manual bidding will not be accepted in any case.

B- Only the registered bidder on the MoEFCC site can participate in the online bidding process. Therefore, potential bidders should ensure their registration at MoEFCC site at <https://moefcc.euniwizarde.com>. For the reference, the bidders can check the Bidders manuals available at <https://moefcc.euniwizarde.com>.

To bidder participate in the e-tendering submission, it is mandatory for applicants to get registered their firm/company in e-tendering portal of <https://moefcc.euniwizarde.com>

a. Access e-tendering website [https:// moefcc.euniwizarde.com](https://moefcc.euniwizarde.com) to have user ID & password from M/s ITI Ltd., The Annual registration charges for vendors/suppliers are with including GST) per annum and pay Tender processing fee (Non-refundable).

b. E-Tender Processing Fee (Non-refundable) online through IPG (Credit/Debit card) & Net Banking in favour of ITI Limited.

Euniwizarde Helpdesk No	
Telephone/ Mobile	Customer Support: +91-11-49606060 Emergency Mobile Numbers: +91-93550-30623 and +91-93550-30609
E-mail ID	ewizardhelpdesk@gmail.com (Registration)

C- The tender document can be downloaded from the website of <http://hfri.icfre.gov.in> and <https://moefcc.euniwizarde.com> as per the important dates. The tenderers will not be given any hard copy from the institute. The tenderers have to make the tender fee of Rs.1180 /- in shape of demand draft or postal order in the name of Director, Himalayan Forest Research Institute, Shimla (Director, HFRI, Shimla). The tender fee should be reached in this office before the due date of opening of the tender, and its scan copy should be submitted with final tender document on MoEFCC site.

2. Submission of Tender Form

A- The bid will be submitted only on the portal <https://moefcc.euniwizarde.com>. Tenderers /contractors are advised that For e-Procurement, follow the directive at <https://moefcc.euniwizarde.com> “instructions for tendering contractors for submitting online e-bids from the Environmental Forest and Climate Change portal”.

B- More than one tender will not be submitted by a tenderer /contractor and contractor who have business relationship with each other. The bids of both parties will be rejected for the violation of this condition.

C- The tender (BOQ) downloaded from <http://hfri.icfre.gov.in> and <https://moefcc.euniwizarde.com> should not be modified in any way. If the downloaded tender (BOQ) is modified in any manner then tender will be rejected and the will also be forfeited. In the future, Tenderer will be banned from trading with the institute.

- D- Interested tenderers are advised that any kind of corrigendum/Appendix / Amendment in the tender; Please revisit the website at <http://hfri.icfre.gov.in> and <https://moefcc.euniwizard.com> at least three days before submitting the tender.
- E- The entire tender should be uploaded on MoEFCC site before the date and time mentioned in the important date sheet. No tender can be uploaded to the MoEFCC site after the date and time mentioned in the important date sheet. Therefore, the tenderers are advised to upload the tender on the MoEFCC site before the mentioned date and time.
- F- The tender will be submitted online in two parts i.e. the technical bid and financial bid. The signature and page number on all the pages of bid are required and check the documents before uploading them sequentially.
- Proposals/queries submitted by telegram / fax / email will not be considered. No correspondence will be entertained in such cases.

3. TECHNICAL BID

According to the tender document, the scanned copy of the following documents must be uploaded by the tenderer with the technical bid.

1. Every page of Pre-Integrity pact in prescribed tender form should have Signature in pdf format.
2. PDF format of Validation registration Certificate of Vehicle tenderer or Signed and scanned copy of agreed contract.
3. Valid documents of past experience and work done in PDF format
4. Copy of PAN number in PDF format
5. Signed and scanned copy of Income tax return of last three years in PDF format
6. Signed and scanned Copy of GSTIN.
7. Signed and scanned copy of the Tender Fee in PDF format?
8. Certificate of authorized representative in PDF format

4. Financial Bid

Financial bid must be uploaded on MoEF& CC site as excel work sheet in form of BOQ

The Financial Proposed bid format is available in the form of BOQ in the Excel worksheet with this tender document at <https://moefcc.euniwizard.com>. The tenderers are advised that after downloading the same as the BOQ, you can upload your bid rates in the bid on the prescribed column and upload it to the commercial/Financial bid. If the tender downloaded is modified in any manner, then your tender will be rejected will also be seized such a tenders be banned will from doing business with this institute?

- A- Quote rates in Indian rupee only.
- B- Rates are only recorded in the BOQ Excel Worksheet only Do not quote rates in any other place on the tender form.
- C- If the rates in any case are recorded in the tender form, it will be rejected immediately.
- D- Rates should be inclusive of all types of taxes (excluding GSR rates). It will be responsibility of tenderer to pay revisions in the rates of statutory taxes, fees etc.
- E- If there is difference between digits quoted, then the rates shown in words will be considered.
- F- TDS will be paid after deduction through any bank of India.
- G- Rates Quoted by tenderer will be valid for the full term of contract and no revision/ correction in the rates would be acceptable.
- H- The evaluation of the financial bid will be done on the basis of rates up to 200 kms (in Rs.) Per kilometer, the remaining rates will be negotiated on the basis of rates determined by the HP Transport Department.

5. QUALIFICATION FOR TENDER

- i. Only tenderer registered on <https://moefcc.euniwizard.com> site can participate on the online bid process. Therefore, the potential bidders should ensure their registration at <https://moefcc.euniwizard.com> site. For the further reference, the bidder's manual kit available at aforesaid site.
- ii. Tenderer must submit documentary evidence in support of the claim of performing of similar works in the last three years (upto 31.03.2020)
- iii. Vehicles should not be three years old (before 01/04/2018) or should not exceed 80,000 kilometers of reading.

6. Deposit of EMD

- i. As per Office Memorandum no:F.9/4/2020-PPD,Goi, Ministry of Finance dated 12th November, 2020 there is no provisions regarding bid security deposit in Bid Document till 31.12.2021 but Bid Security Declaration (As enclosed in Annexure-A) has to be submitted.
- ii. Payment Performance Security of Rs 20,000/- in form of Bank Draft or Pay Order should be deposited in favor of Director, Himalayan Forest Research Institute, Shimla, payable at any bank located in Shimla, by the successful tenderer. Performance Security will be returned to the tenderer only on successful completion of the tender period and Defect liability period. Defect liability period will be of 60 days after the completion of contract. Interest will not be payable on Performance Security.

7. TENDER OPENING

- i. Tender will be opened on the Date/Time mentioned on Critical Debt Sheet.
- ii. Tenderer does not need to be present at the time of opening the tender. Tenderers can see the quoted rates by different tenderers on <https://moefcc.euniwizard.com> after the opening of online bids? The applications received by the institute for showing the quoted rates in tender will not be considered.
- iii. After the opening of the technical bid, the date and time of opening of the price bids will also be notified.
- iv. Evaluation of bid will be done on overall basis of BOQ. Rest will be decided through negotiation.

8. DIRECTOR, HFRI, SHIMLA HAS THE RIGHT TO:

- 1) Either accept or reject any part of the entire tender or complete tender
- 2) To reject the tender partially or completely.
- 3) To cancel or withdraw the tender notice.
- 4) Accepting or rejecting any deviation from the conditions of tender document without giving any reason

9. Process to fill the tender form

The process of filling Tender form can be viewed or downloaded from <https://moefcc.euniwizard.com> site and accordingly, tender can be uploaded online on the portal. Upload the Technical bid and financial bids on separate BOQ.

10. Validity of offer

- a. The proposal given in the tender will be valid for approval for sixty days after the opening of the tender
- b. After the last date of receipt of the tender, the undesired correspondence will be credited to invalidate the tender. Therefore, tenders are advised, in their own interest, not carry out any unnecessary correspondence after the notified time.
- c. Any change or modification will not be allowed after the tender is opened.
- d. Proposals submitted by telegram or fax will not be considered.
- e. For the validity of tender, the persons signing the tender document should specify whether they are single owner/producer/Authorized person to sign the document or as Authorized

Dealer/Representative (with proof). If tender document is not have authorization form where required, such a tender would be rejected.

11. Execution of work by successful tenders

- a. The tenderer will have to make available the services within the prescribed time on issuing the work order will be seized and such tenderer will be blacklisted.
 - b. The payment will be done only on providing satisfactory services.
 - c. HFRI has the right to order full part of the bid or part of the tender. So can there be one or more work orders for a tender.
- 12.** Services should be executed in accordance to the specifications and work order. Director, HFRI, reserves the right to reject such tenders which are not found in accordance with specifications.
- 13.** If there is insufficient space for the necessary work in the form, an extra page can be added purpose. Every such additional page should be counted and signed by the tenderer. In such cases, reference of additional papers connected should be provided in the tender form.
- 14.** It is necessary to specify that the signing person who is signing the tender or documents relating to the tender,:
- i. Should be owner of the firm or authorized by owner.
 - ii. If it is a partnership, then on the basis of the partnership agreement or the power of the attorney, has right to mediation of the dispute concerning the business of partnership.
 - iii. In case of a company, the person authorized by the person PoA/NBI, in any case, which is given by the notary public, if sworn oath has not been submitted to Himalayan Forest Research Institute earlier, must submit on stamped paper, under which the consent of all the partners have been agreed that the Partnership Agreement is implemented. The General Power Attorney is also required to be submitted.
 - iv. In the dispute concerning partnership business, if the matter of any partner has been confirmed, has the rights to tender, and, all other relevant documents should be signed by each partner in the partnership tender.
 - v. If the person who has signed a tender form or other documents related to it and is authorized to do so.
- 15.** If the services are taken by the Institute more than the prescribed limit, then the exemption given by the tenderer on the Quoted rates should also be mentioned clearly so that the tenderer can be given the order of work accordingly.
- 16.** The date from which the service is to be made by the tenderer should be specified in the tender.
- 17.** After receiving the order of the institute for supply of services, the office will be informed immediately by formal form for confirmation to supply of services within the stipulated period. In the absence of confirmation, the order of tender can be awarded to the next bidder.
- 18.** The commission for charging the demand / demand of the bank will be borne by the respective tenderer and will be deducted from the due amount.
- 19.** If the execution of the work order is not within the validity period and it appears that the work is being delayed by the tenderer, then the Director, Himalayan Forest Research Institute, Shimla is free to impose a fine of 10% of supply order. This penalty will be deducted from the amount of the bill.
- 20.** Himalayan Forest Research Institute will not be responsible for delayed traffic tariff and any other type of fee.
- 21.** Proof of successful completion report of various government departments and private companies should be attached to the tender form.
- 22.** If the work is not executed and for any kind of fraud, appropriate action can be taken against the bidder accordingly, and such tenders will also be blacklisted.

23. In case of failure to provide services in the prescribed time period, supply orders will automatically be canceled only, unless it is extended by the Director of Institute.
24. The extension of the date of providing services without fine can be allowed in the suitable cases. The decision will be taken in view of the merit of the case and based on valid evidence.
25. The Director, HFRI, Shimla reserves the right to impose a penalty and to blacklist the contractor on violation of any of the above mentioned terms and conditions by the tenderer.
26. The tenderer should be signed on all the pages of the terms and conditions contained in the tender booklet; otherwise the tender will be canceled immediately.
27. The signature of the tenderer on the tender form and on detailed the terms and conditions, shall be deemed to be the final approval/acceptance.
28. Annex Part-II with the tender for after completely filling and signing it.

Other Terms and Conditions

- 1) Qualifying bid will be opened the firms whose qualification bids will be found in order.
Generally vehicles (Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent, Bolero Camper, Innova, Xylo, Tempo traveler, Max Pickup, Bolero Camper, Innova Crysta etc are required to visits places in Himachal Pradesh, , Punjab, Haryana, Chandigarh, Uttarakhand, Delhi, Jammu Kashmir (UT) and Ladakh (UT) etc.
- 2) Name of vehicle operator should be registered at least two private vehicle or the contract agreement of vehicle attachment or related certificate should be signed by both parties. (In the case of vehicle attachment, please attach the necessary contract agreement or certificate). Kindly attach photocopy of registered certificate with tender also.
- 3) The driver should have valid driving licenses and should always be in the proper uniform. He should have knowledge of all the places such as Himachal Pradesh, Punjab, Haryana, Chandigarh, Uttarakhand, Delhi, and Jammu and Kashmir (UT), Ladakh (UT) etc. No police or court case should be against him. He should have good behavior with Staff. A certified photocopy of Driving License of Driver be deposited in HFRI.
- 4) Vehicles should not be more than three years old (not before 01/04/2018) or travelled more than 80,000 km and the car should be in good shape, comfortable and in good running condition. The vehicle operator should have mobile and telephone at home and office, where they can be contacted for hiring vehicle.
- 5) Generally, the Project Investigator /in-charge vehicle will give their demand to the tenderers 1 or 2 days before going for the tour.
- 6) Meter reading will be done from the HFRI campus and to reach the campus.
- 7) No other mileage will be given to the driver for breakfast, lunch, dinner, food and tea etc. and he will have his own arrangements.
- 8) When any fault has occurred in the vehicle during the tour, the vehicle operator will have to immediately arrange for another vehicle.
- 9) Rates will not be increased if a petrol / diesel rate increases. Rates will be valid for one year as per the tenders. HFRI will not be responsible for any type of damage to the vehicle.
- 10) All tolls and other taxes will have to be paid by tenderer.
- 11) HFRI will not be held responsible for any type of accident, injury or vehicle drivers' death during the tour, for which the tenderer will be responsible.
- 12) The Director, vehicle officer's decision will be valid for hiring vehicle for tour.
- 13) The tenderer have to provide satisfactory vehicle services to the Institute.

- 14) Tenderers will not be allowed to transfer rights and contact provided by the institution to any other person or organization.
- 15) Normally the duration of the contract / contract will be valid for one year, whose period can be enhanced by the competent authority after one year, keeping in view the services, regulations and conditions provided by the tenderer. If the contract period of the contract is not extended with the mutual consent then the contract will automatically expire at the end of one year.
- 16) The payment of bills will be done by the institute after certifying by the officials who uses the vehicle facility on tour.
- 17) Income tax deduction will be done by the institute under the Income Tax Act and TDS certificate will be issued by the Institute.
- 18) Director, HFRI can terminate the services of the tenderer at any time without assigning any reason.
- 19) **Penal provisions**
 1. Deduction of 10% from the rate fixed if model of vehicle is below the prescribed criteria.
 2. Delay per occasion Rs. 200/- per hour.
 3. Ineligible vehicle or vehicle not ply able on road Rs. 500 / per occasion
 4. If the driver misbehaves or not following the Instructions of the Institute, then Rs. 500/ per occasion.
- 20) It is mandatory for the tenderer to pay the drivers as per the minimum wages prescribed by the government.
- 21) If the tenderer wants to terminate or leave the Tender before the prescribed time, then he will have to inform the director, HFRI at least three months before leaving and 50% of performance security will be confiscated.
- 22) If the statement submitted by the tenderer, if found incorrectly at any time, will be considered as a violation of the terms of the tender and the Director, HFRI, will take appropriate action.
- 23) On any violation of the conditions of the contract, Director, HFRI will confiscate the performance security of the tenderer.
- 24) The services of the tenderer will be terminated if the tenderer or the driver found in any type of malpractice.
- 25) The tenderer providing vehicle facility has to sign a contract on non judicial stamp paper of Rs 100/- with the Director, HFRI.
- 26) The tenderer will have to deposit the bank draft/ bank guarantee of Rs 20,000 / - in the name of Director, HFRI with the qualifying bid
- 27) The tenderer will be bound to accept the terms and conditions of the Institute.
- 28) The work order will be issued by the competent authority only to the contractor who is found to be fully satisfactory.
- 29) Tender will be canceled if the tenderer does not accept the rules and conditions of the Institute.
- 30) Initially the bid will be valid for one year only. The above period may also be extended by the Director, HFRI.
- 31) The successful bidder will have to deposit the performance security of Rs 20,000 / -, which will be refunded after 2 months of completion of the tender period.
- 32) In case of dispute, the jurisdiction of Shimla's court will be valid.

PART-II

Certified that I/ we have read and fully understood the terms & conditions mentioned in tenders opening Critical Data Sheet for providing 01.11.2021 to 31.10.2022.

I/ we hereby agree to abide by all the terms & conditions.

I/We have signed all the pages of the tender document.

Date:

**Signature & Seal of the Tenderer
or his Authority signatory**

Address:

Telephone No.

Part-2 contract terms

The Financial Bid will be opened only when the following conditions are fulfilled along with the Qualified Bid.

1. Taxi should not be more than three years old and should not have run more than 80000 kms.
2. Photo copy of the registration certificate of the registered agency should be attached.
3. Taxis by the tenderer H.F.R.I. the photocopy of the registration certificate of those taxis will also have to be attached.

4. In case the taxi tenderer does not have a taxi in his name and he has entered into an agreement of taxi connection, the relevant certificates should be signed by both, the documents of which are to be attested by the public notary and attached with the qualified bid be done.
5. Director, H.F.R.I. Bank Draft of Rs.10,000/- in the name of Bank Guarantee F.D.R. to be attached with the qualified bid.
6. The following certificates shall be signed by the tenderer.
7. The tenderer will also have to enclose the PAN number and the photo copy of the Service Number Registration Certificate. Service tax will be deducted by this institution as per rules.

Nivedkar's Financial Bid will be opened only when the above essential conditions are fulfilled along with the Qualified Bid. If any claimant does not fulfill any of the above conditions, his financial bid will be deemed to be cancelled.

Part –I: Rates for providing taxi during 01.11.2021 to 31.10.2022 on tour in Himachal Pradesh, Jammu Kashmir (UT), Leh (UT), Punjab, Haryana, Chandigarh, Uttaranchal and Delhi (Less than 200 kilometers per day)

Sr. No.	Type of vehicle	Petrol/ Diesel	Rates per kilometers (In Rs.)	
			Less than 200 kilometres	More than 200 kilometre
1	Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.		Rs.	Rs.
2	Scorpio/ Tata Sumo/ Bolero Camper/ Tavera/ Innova/ Zyllo etc.		Rs.	Rs.
3	Tempo traveler		Rs.	Rs.
4	Max Pickup, Bolero Camper etc.		Rs.	Rs.
5	Innova Crysta etc Any other luxury vehicles		Rs.	Rs.

Note: For Night stay Institute will pay on the following rates separately:

Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.Rs.200 per night
Scorpio, Tata Sumo, Bolero Camper, Tavera, Innova, Zyllo, Innova, Crysta etc Rs.200 per night

Part –I: Rates to provide taxi services for local Shimla:

(A) Less than 60 kilometers and 6 hours per day.

Sr. No.	Type of vehicle	Petrol/ Diesel	Rates per kilometers (In Rs.)		
			Atleast 60 Kilometres and 6 hours including deention charges	More than 60 kilometre	
				Rates per kilometre	Charges over 6 hours per hour detention charges
1	Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.		Rs.	Rs.	Rs.
2	Scorpio/ Tata Sumo/ Bolero Camper/ Tavera/ Innova/		Rs.	Rs.	Rs.

	Zylo etc.				
3	Tempo traveler		Rs.	Rs.	Rs.
4	Max Pickup, Bolero Camper etc.		Rs.	Rs.	Rs.
5	Innova Crysta etc Any other luxury vehicles		Rs.	Rs.	Rs.

B) Rates on actual mileage basis for providing taxi services

Sr. No..	Type of vehicle	Petrol/ Diesel	Rates per kilometers (In Rs.)
1	Toyota Etios, Swift Dzire, Honda Amaze, Tata Indica, Hyundai Accent etc.		Rs.
2	Scorpio/ Tata Sumo/ Bolero Camper / Tavera/ Innova/ Zylo etc.		Rs.
3	Tempo traveler		Rs.
4	Max Pickup, Bolero Camper etc.		Rs.
5	Innova Crysta etc Any other luxury vehicles		Rs.

ANNEXURE- A

Bid Securing Declaration Form

Date:_____Tender No._____

To (insert complete name and address of purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

In the capacity of (insert legal capacity of person signing the Bid Securing Declaration) Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing) Corporate Seal
(where appropriate)

AGREEMENT/CONTRACT ACCEPTANCE LETTER

(to be furnished in the company letterhead)

Date:

To,

The Director

Himalayan Forest Research Institute Panthaghati, Shimla-171013. **Sub.: Acceptance of terms and condition of tender**

Tender reference No:

Name of the tender work:

Dear Sir,

- I/We have downloaded/ obtained the tender document for the above mentioned Tender work from the website(s) name _____ as per your advertisement given in the above mention website(s).
- I/We hereby certify that I/We have read the entire terms and conditions of the tender document (including all documents like annexure(s), schedule(s) etc..) which forms part of the contract agreement and I/We shall abide/accept hereby by the terms/conditions/clauses contained therein.
- The corrigendum(s)/addendum(s) issued from time to time by your department organization too also have been taken into consideration, while submitting the acceptance letter.
- I/We have unconditionally accepted the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
- I/We do hereby declare that our firm has not been blacklisted/debarred/banned by any Govt. Department or any Public Sector Undertaking.
- I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore summarily reject the bid or terminate the contract without prejudice to any other rights or remedy.

Yours faithfully

(Signature of the bidder, with Official seal)

