

No. A-206/1

CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION

(Autonomous Body of Government of India)

6th Floor 'A' Wing, Janpath Bhavan, Janpath, New Delhi – 110001

March 28, 2014

TENDER NOTICE

Subject: Inviting quotations for one Indigo & one Indica Model 2013/2014 or equivalent taxi/ car on monthly/ daily basis for a period of one year.

Sir,

Sealed quotations are invited from the reputed Tours & Travels Agencies for hiring of one Indigo & one Indica Model 2013/2014 or equivalent DLY Taxi/cars in the CGEWHO. The CGEWHO intends to engage two numbers of cars. The number of Vehicles to be engaged may increase/ decrease as per need of the organisation. Interested genuine parties fulfilling the following conditions may quote their competitive rates so as to reach this Office by 2.45 p.m. on 10th April 2014. The terms and conditions for the quotations are as follows:

1. The car(s) to be provided should not be more than two years old or should not have run more than 30,000 kms as on the date of hiring by the CGEWHO;
2. The cars must have valid registration number and clearance from all authorities;
3. The approved rates will not be changed during the period of contract with the CGEWHO;
4. Any change in vehicle or drivers will be allowed only in exceptional circumstances and that too with prior information/approval of CGEWHO;
5. The vehicle must be made available at any given time and day as desired by the officer of CGEWHO with whom the vehicle is attached or as per the requirement of CGEWHO for local as well as outstation duty from time to time.
6. The firm should ensure that the driver must carry all the necessary documents, viz., Registration Certificate, Insurance Papers, PUC Certificate and valid driving license, with him and wear proper uniform. The driver should have a mobile phone provided by the firm. Further, telephone connectivity must be available at all times with the transporter/agency;
7. Reporting & Relieving Point for the Indigo & Indica Model 2013/2014 vehicles will be Janpath Bhavan, New Delhi which are meant for General duty. Calculation of mileage shall, therefore, be from Janpath to Janpath in case of Indigo & Indica Model 2013/2014 vehicles meant for General Duty. Mileage will not be calculated on garage to garage basis. A log book may be maintained for recording the actual usage of vehicle on daily basis.
8. No advance payment, in any case would be made to the firm in any case;
9. The CGEWHO reserves the right to cancel the contract. This organisation also reserves the right to increase/decrease the period of contract at any time without assigning any

reasons whatsoever;

10. The interested firms may submit their quotation alongwith an Earnest Money of Rs.5000/- in the form of Banker cheque/ Demand Draft in favour of CEO, CGEWHO, New Delhi, which will be returned to the unsuccessful bidders. The successful bidder shall have to furnish a Demand Draft or a Bank Guarantee of Rs.25,000/- in favour of CEO, CGEWHO, New Delhi valid for one year;
 11. Rates should be quoted separately for each vehicles;
 12. Payment will be made on monthly basis on submission of pre-receipted bill(s) duly supported by duty slip(s)/log sheet(s) duly signed by the concerned officers.
 13. When due to urgency of work in the CGEWHO additional vehicles are required for daily use, the firm should be able to supply vehicles on daily basis for which they have to submit the rate in separate quotation which would also be valid for one year;
 14. The rates should be quoted on the following criteria:
 - a) Annual contract for a vehicle on monthly basis rates at Rs. _____ for 3000 km/25 days (10 hours per day) or the actual hours/ Kilometres/Night duty/ rate of drivers on monthly basis whichever is less. The company should also be able to provide another vehicle as and when required for one month or so at the same rate.
 - b) Rates for urgent requirement of a vehicle on daily basis at Rs. _____ for 100 km /10 hrs along with night duty charges and extra hrs/km rates may also be quoted. As at times vehicles are required for short duty in the Evening / Night during Parliament sessions or other official work by the officers during office hours.
2. If the above terms and conditions are acceptable, agencies may send their quotations to the POPC, CGEWHO, 6th Floor, A Wing, Janpath Bhavan, Janpath, New Delhi – 110001. The quotations received after stipulated date and time and without the EMD, will not be considered. The quotations without proper detail as mentioned in the Tender notice terms and conditions would not be considered.
3. The quotations will be opened on the same day at 3.00 PM on 10th April 2014



(K C Aggarwal)

Asst. Director (Fin.) &

PO(PC)-II

For Chief Executive Officer