भा.क.नि.
CCI

भारतीय कपास निगम नि मटे ड वरं गि ::
THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
BRANCH OFFICE;16-07-109, V.L.Chittimalla Complex, 2nd & 3rd Floor, Laximpuram,
Near Old grain Market, Warangal - 506 002.
Phone No.0870 – 2565088, 2429394, Fax No.0870-2501451
Website: www.cotcorp.org.in.**E-Mail:** warangal@cotcorp.com,**Ministry web:** www.texmin.nic.in
GST No.36AAACT4053B2ZS CIN: U51490MH1971GO1014733

Ref:CCI/Wgl/ADM/Taxi hire/2024-25 Date:09.10.2024

TENDER FOR HIRING TAXIS ON RENT

The Cotton Corporation of India Limited, Branch Office, Warangal intend to invite sealed tenders for Hiring of vehicles from the reputed Travel Agencies of Warangal.

The prescribed tender form alongwith terms and conditions can be obtained from the branch office on any working day on payment of Rs.118/-(Rupees One Hundred and Eighteen only) by way of DD / pay order. Sealed tender alongwith EMD of Rs.5,000/-(Rupees Five Thousand only) by way of DD / Pay Order in favour of "The Cotton Corporation of India Ltd., payable at Warangal or by Electronic Fund Transfer / Digital mode of payment such as BHIM, UPI and RTGS / NEFT. Electronic Fund Transfer will be valid subject to confirmation of realization should reach on or before 30.10.2024 upto 02.00pm and same shall be opened on the same day at 03.00pm. The tender can be downloaded from web-site of the corporation http://www.cotcorp.org.in or at govt. portal http://www.eprocure.gov.in. MSEs and Startup Firms are exempted from tender fees and EMD on production of valid MSEs / Startup Certificate declaration of UAM number by MSEs bidders on Central Public Procurement Portal (CPPP) is mandatory failing which such bidders will not be able to enjoy the benefits as per PP policy for MSEs order 2012.

The Corporation reserves its right to accept or reject any tender partly or fully. In case the tender is rejected the tenderer may seek reasons for rejections. The terms and conditions are available on Corporation's website www.cotcorp.org.in and the same may be obtained from this office on any working day during working hours.

GENERAL MANAGER

Seal & Signature of Authorized Signatory:_____

TENDER FOR HIRING TAXIES ON RENT

TECHNICACAL BID:1

(SPECIFICATIONS)

1.	**Whether the travel/taxiAgency has office in Warangal (If yes, please furnish thefollowing details)**	**YES/NO**
2.	NAME OF THE FIRM	
3.	FULL POSTAL ADDRESS WITH TELEPHONE NO. / MOBILE NO.	
4	NAME OF THE PROPRIETOR / PARTNERS / DIRECTORS.	
6	PAN No. (Xerox copy of the PAN card to be enclosed)	
5	GST No. (If applicable, Xerox copy of the GST card to be enclosed)	
6	Tender Fee Details (Rs.118/-)	Instrument No.(DD/P.O) /UTR No. /Unique No. / Transaction Number::_____ Name of Bank:_____ Amount:_____
7	EARNEST MONEY DEPOSIT (EMD) Details (Rs. 5,000/-)	Instrument No.(DD/P.O) /UTR No. /Unique No. / Transaction Number::_____ Name of Bank:_____ Amount:_____
8	WHETHER FIRM IS UNDER MSEs CATEGORY (Copy of valid MSEs Certificate should be enclosed)	YES/NO

Seal & Signature of Authorized Signatory:_____

TERMS & CONDITION FOR HIRING OF VEHICLES

1. **Tender is invited from Taxi/Travel agencies having office in Warangal only**

2. The tenderer (taxi/travel agency) shall be informed in advance regarding the requirement of the taxies by the office and tenderer must ensure that the taxi must reach to the concern Officer / Guest at pre decided date and time.

3. It must be ensure by the tenderer that the taxi being provided for the services should be well in good condition and model of the taxi should not be older than 2018-19 and taxi being sent should be thoroughly checked for oil, water, air etc.

4. Tenderers will have to deposit Rs.5,000/- (Rs. Five Thousand only) as EMD by way of DD/Pay order drawn in favour of "THE COTTON CORPORATION OF INDIA LTD" payable of any Nationalized /Scheduled Bank or by Electronic Fund Transfer/ Digital mode of payment such as BHIM, UPI , RTGS/NEFT. Electronic Fund transfer will be valid subject to confirmation of realization.

   CCI BANK ACCOUNT DETAILS ARE AS UNDER:

NAME OF THE NANK	**:**	**BANK OF BARODA**
BRANCH	**:**	**WARANGAL**
ACCOUNT NO	**:**	**07410500000075,**
IFSC CODE	**:**	**BARB0WARANG**

   The firms which comes under MSEs(Micro & Small Enterprises) and are registered with MSEs (Micro & Small Enterprises) authorities are exempted from tender fees and EMD on production of valid MSEs certificate along with Technical bid. The MSE certificate should be relevant to nature of work of tender. No interest will be paid on EMD and EMD will be refunded after satisfactory completion of work.

5. The tenderer must ensure that the Driver being sent along with taxi should hold a valid driving license and should be well mannered. Any incidences of misbehavior shall result into immediate termination of contract and EMD shall be forfeited.

6. It must be ensured by the tenderer that the bill for the taxi provided should be submitted within 15 days from the date of journey when the payment shall be made within 10 days from the date of submission of the bills after deduction of necessary TDS and GST Tax as per Income Tax Act and provided the bill must be accurate.

7. The tenderer must also ensure that the driver trip sheet must be enclosed along with the bill specifying starting Kms / date, closing Kms / date along with name and signature of the officials / guest of the Corporation that utilized the taxi.

8. During the journey, the tenderer must ensure paying of the Toll tax / parking charges / fast tag etc. and at the time of submission of the bills all the slips must be enclosed along with bill and payment shall be made accordingly.

9. The tenderer must quote the rate per Kilometer inclusive of all taxes etc.

Seal & Signature of Authorized Signatory:_____

10. It must also be ensured that at the time of booking the taxi, that the mode of use i.e. A/C no A/C must be confirmed with the official traveling by the tenderer and the same may also be mentioned in the driver slip as well as the bill should be raised accordingly as per rates mentioned in Financial Bid II.

11. The quoted rates shall be valid for a period of one year and could be extended till the finalization of next tender and the Corporation shall not consider any hike in the quoted rates due to hike in petrol / diesel rates during the tender period.

12. As per the requirement of the Corporation, the tenderer would also have to supply more than one taxi on the same day. If tenderer is not a position to supply his own taxi he may hire the taxi from others sources and supply the same. However the rates shall be paid for such taxies as finalized in the tender.

13. Tenderer must ensure that all the taxies being provided on rent to the Corporation should hold a valid R.C. book / Smart Card, proper Insurance should be covered and PUC Certificate should be present with the Driver in Taxi.

14. For any delay / damages incurred by the Corporation by the tenderer, the tenderer shall be liable to pay the damages / losses.

15. Tenderer should submit the tender as under:

Envelope A **:** Envelope A marked as Technical Bid-1 on the envelope, should contain Technical Bid-I (Technical Specification) along with Others Terms and EMD money.

Envelope B **:** Envelope B marked as Financial Bid-2 on the envelope, should contain Financial Bid-2 (Price Quotation).

Envelope C **:** Envelope C should be contain Envelope A and Envelope B duly super scribing "TENDER FOR HIRING TAXIES ON RENT" for the year 2024-25.

Note: Each envelope should contain the name and Address of the tenderer.

16. Travel / Taxi Agent shall be allocated the work subject to the satisfactory performances and the Corporation reserves its right not to allocate any further work, if its performance not found satisfactory along with forfeiture of EMD.

17. The work could be allotted to more than one tenderer depending upon lowest rates quoted by them for a particular category of Taxi.

18. The tender should be signed by the person having necessary authorization. All the documents must have seal and should be signed by the tenderer. Lack of any document shall be liable to be rejected.

19. Tenders containing false, incomplete and / or inadequate information are liable to be rejected.

20. The Financial Bid II shall be opened of only those tenderers who successfully qualify in

Technical Bid I.

21. The Corporation reserves the right to accept or reject any / all tender without assigning any reason thereof.

22. If any dispute arises, the same shall be subject to the jurisdiction of B.O Warangal at Warangal.

23. Order will be awarded to the party who quoted lowest rates, negotiations if any, shall be done at the same day with parties.

24. In case of requirement of vehicles of any type as submitted in tender at Hyderabad / Secunderabad the same shall have to be arranged by the Taxi / Travel agency at local city itself on prior intimation by the B.O. Warangal.

25. Tenderers should submit their PAN No. & GST No.(if any) from the appropriate authorities (GST & Income Tax as per tax act rules).

26. Payment will be made in the form of RTGS / NEFT only after proper statutory deductions as applicable within 10 working days from the date of submission of the bill.

27. Final decision will be solely at the discretion of the Corporation. The Corporation reserves its right to accept or Reject a Tender or part of tender.

28. <u>Declaration by the Tenderers who Downloaded tender documents from Web-site:</u>

i. I/We hereby declare that I/We have downloaded the tender documents from The Cotton Corporation of India Ltd. Website www.cotcorp.org.in or from Government Tender Portal www.eprocure.gov.in and printed the same. I/We have verified the contents of the printed documents from the website and there is neither any addition nor any deletion nor any alteration to the content of the tender documents.

ii. I/We declare that the information / tender form downloaded is original and in the event of this being different from the original tender documents, my tender documents may be rejected by the Corporation including forfeiture of earnest money.

Signature of the Tenderer:

Name of the Tenderer :

Address & Seal :

Contact Tel/Mobile Nos. :

Seal & Signature of Authorized Signatory:_____

CHECK LIST FOR SUBMISSION OF TENDER FOR HIRING OF TAXIES ON RENT FOR 2024-25.

TENDERERS MUST CHECK THE FOLLOWING POINTS BEFORE SUBMITTING THE TENDER:

1.	Whether Taxi/Travel agency having office in Warangal	Yes / No
2.	WHETHER FIRM IS UNDER MSEs CATEGORY (Copy of valid MSEs Certificate should be enclosed)	Yes / No
3.	Whether EMD amount of Rs.118/- favouring" The Cotton Corporation Of India Ltd.," payable at Warangal is enclosed along with Technical Bid-1.	Yes / No
4.	Whether EMD amount of Rs.5000/- favouring" The Cotton Corporation Of India Ltd.," payable at Warangal is enclosed along with Technical Bid-1.	Yes / No
5.	Whether self attested PAN copy enclosed	Yes / No
6.	Whether self attested GST copy enclosed	Yes / No
7.	Whether the Envelope A contains Technical Bid-1, other terms and EMD money.	Yes / No
8.	Whether the Envelope B contains Financial Bid-2.	Yes / No
9.	Whether Tender Documents duly signed by Authorized representive.	Yes / No

Seal & Signature of Authorized Signatory:_____

THE COTTON CORPORATION OF INDIA LTD. WARANGAL.

FINANCIAL BID-II

1. NAME AND ADDRESS OF THE PARTY :

2. TELEPHONE NUMBERS ::

S.No	TYPE OF CATEGORY	RATE (Rs/ K.M)	Minimum Kms (Out Station)	Minimum Kms (for Local)			Hyderabad Airport /Railwaystation pickup and drop Amount (Rs.)
				50Km for 4 hours	80Km for 10 hours	After 10 hours rate per hour	
1	CATEGORY-I(A.C)						
	NON (A.C)						
2	CATEGORY-II(A.C)						
	NON (A.C)						
3	CATEGORY-III(A.C)						

- **CATEGORYWISE NAMES OF THE CARS ARE GIVEN BELOW:-**

CATEGORY-I	CATEGORY-II	CATEGORY-III
A.C / Non A.C	A.C / Non A.C	A.C
SWIFT	ETIOS HONDA AMAZE	INNOVA CRYSTA
SIMILAR (HATCHBACK)CAR	SWIFT DZIRE HYUNDAI ACCENT	
-	SIMILAR (SEDAN)CAR	SIMILAR CAR

PLACE : WARANGAL

(SIGNATURE WITH STAMP OF THE PARTY)

DATE: _____

NOTE:

- ONLY SIGNLE RATE WILL BE APPLICABLE FOR ALL CARS (CATEGORYWISE.)
- The above rates are inclusive of all taxes / cess / incidentals / Driver Bhatta (Allowance) / Night Halt charges etc.
- The above rates are valid for the period of one year from the date of work order or till the finalization of next tender.
- The above rates are quoted after perusal of all the terms and conditions.

Seal & Signature of Authorized Signatory:_____