भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
सैटसं: 46, 4thस्ट्रीट, कोतारीलेऔट,बी.आर.नगर, त्रिचि रोड, कोयंबत्तूर -- 641 005.
(A Government of India Undertaking)
Site No: 46, 4th Street, Kothari Layout, B.R.Nagar, Trichy Road
Opp. Coimbatore Stock Exchange bldg.., Singanallur, Coimbatore -- 641 005.
Phone No.2314461/2313856/ Fax: 2324712
CIN:U51490MH1971GO1014733

REF: CCI/CBE/ADMN/TAXI HIRING/2022-23/ Date: 16.06.2023

TENDER NOTICE

The Cotton Corporation of India Limited, Branch Office Coimbatore invites sealed tenders from reputed Travel Agencies for hiring of Taxi.

The interested parties may collect Tender form along with Terms and Conditions from the above mentioned office address on any working day upto 12.00 PM on 07.07.2023 on payment of Rs. 112/- (including GST). Sealed tender is to be submitted along with 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 Hubli or by Electronic Fund Transfer such as RTGS/ NEFT. Electronic Fund Transfer will be valid subject to confirmation of realization before 07.07.2023 upto 15.00 hours. Tender can also be downloaded from CCI's website www.cotcorp.org.inand Government Portal Website www.eprocure.gov.inandsubmit their tender form duly filled in sealed envelope superscribing as "Tender for Hiring of Taxi" on or before 15.00 hrs on 07.07.2023 at the above address which will be opened at 15.30hrs on the same day.Those parties who are downloading the tender forms from websites shall have to pay Rs. 112/- by way of DD/Pay Order/Bankers Chequeof any nationalized bank / scheduled commercial banks drawn in favour of "The Cotton Corporation of India Ltd" payable at Hubli. 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.

Asst. General Manager

Seal & Signature of Authorised Signatory: _____

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(Technical Bid – I)

1.	Whether the travel/ taxi Agency has office in Coimbatore. (If yes, please furnish the following details)	YES / NO
2.	NAME OF THE FIRM	
3.	FULL POSTAL ADDRESS WITH TELEPHONE NO./ MOBILE NO.	
4.	NAME OF THE PROPRIETOR/ PARTNERS/ DIRECTORS	
5.	PAN NO. (Xerox copy of the PAN card to be enclosed)	
6.	GST No.(Xerox copy of the GST certificate to be enclosed)	
7.	Tender Fee Details (Rs. 112/-)	Instument No. (DD/P.O/ UTR no./ Unique No./ Transaction Number: _____ Name of Bank:_____ Amount:_____
8.	EARNEST MONEY DEPOSIT (EMD) Details (Rs. 5000/-)	Instument No. (DD/P.O/ UTR no./ Unique No./ Transaction Number: _____ Name of Bank:_____ Amount:_____
9.	WHETHER FIRM IS UNDER MSEs CATEGORY (Copy of valid MSEs Certificate should be enclosed)	YES / NO

Seal & Signature of Authorised Signatory: _____

TERMS AND CONDITIONS:

1. Taxi/ Travel agency participating in tender must have office located in Coimbatore city 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. 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 Nationalised / Scheduled Bank or by Electronic Fund Transfer such as RTGS/NEFT. Electronic Fund transfer will be valid subject to confirmation of realization. Bank Account details as under:

Name: The Cotton Corporation of India Ltd
Bank Name: Canara Bank
IFSC Code: CNRB0011202
Account No: 12023050001137
Branch: Super Market Branch, Hubli

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.

4. The tenderer must ensure that the Driver being sent along with taxi should hold a valid driving license and have mobile number and should be well mannered. Any incidences of misbehavior shall result into immediate termination of contract and EMD shall be forfeited.
5. 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 whereas 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.
6. 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.
7. The Agency must provide desired vehicles on call from the authorized person of the Corporation.
8. The work could be allotted to more than one tenderer depending upon lowest rates quoted by them for a particular category of taxi.
9. The rates once accepted by the Corporation will be valid for a period of one year. However the period may be further extended for period of one year on satisfactory performance on the same terms and conditions with mutual agreement by both parties.

Seal & Signature of Authorised Signatory: _____

10. It must be ensured by the tenderer that the taxi being provided for the services should be in good condition and model of taxi should not be older than 2018-19 and taxi being sent should be thoroughly checked for oil, water, air etc.,
11. The vehicle must reach at appropriate location in time and the starting point would be counted from the duty point and not from any other parking places of the contractor.
12. A trip sheet maintained by the taxi driver shall be entered along with opening time / meter reading and closing meter / time in respect of each trip. The purpose of the journey is to be filled by the user mentioning his name, designation, time and shall be duly signed.
13. The 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. The bidder should have a valid tourist permit issued by the Transport Authority. Service provider should be solely responsible for penalty / damages if any, levied by the RTO.
14. The tenderer should quote their rate inclusive of all taxes etc., excluding GST. However have to charge the GST tax at applicable rates which will be paid by the corporation as per the GST Act / Rules.
15. If vehicle break down/ repair at any time or location during official tour, service provider must arrange substituted vehicle to visiting official / staff without any disturbance.
16. Rates once finalized will be fixed during the contract period, upward changes will not be considered except Government taxes during the period of contract and no payment shall be made in advance. The Corporation shall not consider any hike in the quoted rates due to hike in petrol / diesel rates during the tender period.
17. As per requirement of the Corporation, the tenderer would also have to supply more than one taxi on the same day. If tenderer is not in a position to supply his own taxi he may hire the taxi from other sources and supply the same. However the rates shall be paid for such taxies as finalized in the tender.
18. 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 is not found satisfactory along with forfeiture of EMD.
19. Tenderer should submit the tender as under:
    Envelope A: Envelope A marked as Technical Bid – I on the envelope, should contain Technical Bid-I (Technical Specification) along with other Terms, tender fees and EMD.
    Envelope B: Envelope B marked as Financial Bid – II on the envelop should contain Financial Bid – II (Price quotation)
    Envelope C: Envelope C should contain Envelope A and Envelope B duly super scribing “TENDER FOR HIRING OF TAXIES ON RENTAL BASIS” for the year 2023-24.

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

Seal & Signature of Authorised Signatory: _____

20. 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.
21. Tenders containing false, incomplete and / or inadequate information are liable to be rejected.
22. The Financial Bid shall be opened for only those tenderers who successfully qualify in Technical Bid.

23. Final decision will be solely at the discretion of the Corporation. The Corporation reserves its right to accept or reject any tender or part of tender.
24. If any dispute arises, the same shall be subject to the jurisdiction of BO Coimbatore.
25. Tenderers should submit their PAN No. & GST No. (if any) from the appropriate authorities (GST and Income Tax as per tax act rules)

26. Declaration by the Tenderers who Downloaded tender documents from website:

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 No./ Mobile No:

SIGNATURE OF THE TENDERER WITH RUBBER SEAL CONTAINING FULL ADDRESS AND PHONE NO.

PLACE:

DATE:

CHECK LIST FOR SUBMISSION OF TENDER FOR HIRING OF TAXIES ON RENT FOR 2022-23

Tenderers must check the following points before submitting the tender:

1. Whether Taxi/ Travel agency having office in Coimbatore : Yes / No
2. Whether firm is under MSEs category
   (Copy of valid MSEs Certificate should be enclosed) : Yes / No
3. Whether tender fee amount of Rs. 112/- favoring "The Cotton Corporation of India Ltd" payable at Coimbatore 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 Coimbatore is enclosed along With Technical Bid – I : Yes / No

5. Whether self - attested PAN copy enclosed : Yes / No
6. Whether self – attested GST certificate enclosed : Yes / No

7. Whether the Envelope A contains Technical Bid – I, other terms & conditions and EMD money. : Yes / No

8. Whether the Envelope B contains Financial Bid – II : Yes / No

9. Whether tender documents duly signed by Authorised representative : Yes / No

Seal & Signature of Authorised Signatory: _____

(TO BE SUBMITTED IN LETTER HEAD)

(Financial Bid – II)

Annexure - A

To,
The Cotton Corporation of India Ltd,
Site No. 46, 4th Street, Kothari Layout,
B.R Nagar, Trichy Road, Singanallur,
Coimbatore – 641 005

Dear Sir,

We submit herewith our lowest rate for hiring of vehicle.

LOCAL TRIP:

S.No	Category of Cars	Rate upto 4 Hrs (Upto 40 kms)	Rate upto 8 Hrs (Upto 80 kms)	Rate upto 10 Hrs (Upto 100 kms)	Rate per hour for extra hour	Rate per extra kms	Rate for pickup/ drop from Coimbatore Airport to Coimbatore city centre and vice versa
1.	Class A Types						
2.	Class B Types						
3.	Class C Types						
4.	Class D Types						
5.	Class E Types						

OUTSTATION TRIP

S.No	Category of Cars	Rates per km for Plain Area	Rates per km for Hilly Area	Minimum payment for kms per day	Night Halt charges per night (including driver charges)
1.	Class A Types				
2.	Class B Types				
3.	Class C Types				
4.	Class D Types				
5.	Class E Types				

Please rate quoted above should be excluding GST.

Note: The details of cars under each category specified above is given in Annexure - B

Seal & Signature of AuthorisedSignatory: _____

Annexure - B

Note:

1. Rate quoted should be inclusive of the taxes etc., excluding GST

2. Rates to be quoted should be in the above prescribed format for different type of vehicles classified as under

Class A = Tiago, Santro, Wagon R & its equivalent
Class B = Swift Desire, Etios, Zest, Tigor, Amaze, Aura & its Equivalent
Class C = Innova, Innovacrysta, Marazzo, XL6, Triber& its Equivalent
Class D = Honda City, Ciaz& its Equivalent
Class E = CorolaAltis, Skoda Octavia, Camry & its Equivalent

3. The vehicle must reach at appropriate location in time and the starting point/End point would be counted from the duty point and not from any other parking places of the contractor.

We agree to abide by all the terms & conditions as given in the tender document.

Signature of the Tenderer

Address Stamp

Place:

Date: