GST: 36AAACT4053B3ZR

भा.क.नि.
C.C.I.

भारतीय कपास निगम लिमिटेड

एक मिनी रत्न कंपनी (भारत सरकार का उपक्रम – वस्त्र मंत्रालय के अंतर्गत)

THE COTTON CORPORATION OF INDIA LIMITED

A Mini Ratna Company (Government of India Undertaking - Ministry of Textiles)

शाखा कार्यालय: मंगलमूर्ति टावर, पहली मंजिल, सिनेमा रोड, आदिलाबाद - 504 001, तेलंगाना

Branch Office, Mangalmurthy Tower, 1st Floor, Cinema Road, Adilabad – 504 001, Telangana.

Ph: 08732-226538/226708, E-mail: **adilabad@cotcorp.com**

सूचना का अधिकार

आज़ादी का अमृत महोत्सव

No. CCI/ADL/Admn/Hiring of Taxi/2024-25 8th October, 2024

TENDER NOTICE FOR HIRING OF TAXI

The Cotton Corporation of India Ltd, Branch Office Adilabad intends to invite sealed tenders for Hiring of the following vehicles from reputed Travel Agencies of Adilabad from 01.11.2024 to 31.10.2025 which can be extended if the work is found satisfactory.

1.	Swift or Equivalent
2.	Swift Dezire/Etios or Equivalent
3.	Innova Crysta or Equivalent

The prescribed tender form along with terms and conditions can be obtained from the branch office at above mentioned address on any working day on or before 29.10.2024 upto 12:00 pm. The entire set of tender documents can also be downloaded from web-site of the corporation http://www.cotcorp.org.in or at govt. portal http://www.eprocure.gov.in. Sealed tender along with EMD of Rs.5000/-(Rupees Five Thousand only) by way of DD / Pay Order in favour of "The Cotton Corporation of India Ltd., payable at B.O. Adilabad 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 29.10.2024 up to 03.00 pm and same shall be opened on the same day at 3.30 pm. The tenderer that falls under MSE (Micro & Small Enterprises) category and are registered with MSE authorities are exempted from EMD on production of valid MSE certificate along with technical bid.

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 rejection. The terms and conditions are available on Corporation's website www.cotcorp.org and the same may be obtained from this office on any working day during working hours.

Dy. General Manager

TENDER FOR HIRING TAXI ON RENT

TECHNICAL BID-I

(SPECIFICATION)

A. **Eligibility Criteria** :

1) Whether for Travel/Taxi Agency has office in Adilabad.

Yes	No

2) If yes, please furnish the following details:

- Name of Organization/Firm_____
- Contact Person: _____
- Address of Office at Adilabad
  (With Phone/Mobile No., Fax No., & E-mail Id)
  _____
  _____
  _____

3) Whether EMD for an amount of Rs.5000/- (Rupees five thousand only) has been given along with this Technical Bid-I by way of Demand Draft or Pay order of Scheduled Bank drawn in favour of "The Cotton Corporation of India Ltd", payable at Adilabad or Digital mode of payment.

Details of payment: D.D.

Yes	No

No._____

Bank_____

If online, date of payment_____Bank_____
UTR No._____ /Ref.No._____

4) PAN No._____
(Copy of self-attested PAN card to be enclosed)

5) Whether Travel/Taxi Agency is registered under MSE
(Enclosed valid MSE certificate)

Yes	No

B. **General Terms**:

1. Whether Proprietorship, Partnership firm or a company :
   Name of proprietor/Partners: _____
2. Name and Address of Bankers: _____
3. GST Registration Number, if any: _____

Signature of Tenderer

Name of Tenderer:

OTHER TERMS AND CONDITIONS

1. **Tender is invited from reputed Taxi/Travel agencies should be having its office in Adilabad 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 reaches to the concern Officer/Guest at pre decided date and time.
3. It must be ensured by the tenderer that the taxi being provided for the services should be well in good condition and taxi being sent should be thoroughly checked for oil, water air etc.
4. The tenderer must enclose EMD of Rs.5000/- by way of Demand Draft/Pay order/RTGS/NEFT or any other digital mode of payment in favour of "The Cotton Corporation of India Ltd," payable at Adilabad (interest free deposit). The tenders without EMD are liable to be rejected. The EMD shall be released after successful completion of the period. The tenderer that falls under MSE (Micro & Small Enterprises) category and are registered with MSE authorities are exempted from EMD on production of valid MSE certificate along with technical bid.
5. For Making Online payments bidders can deposit amount in below bank account details.
   Bank Name : Bank of Baroda
   Branch Name : Adilabad
   Account Number : 52050200001480
   IFSC Code : BARB0ADILAB
6. 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.
7. 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 and the payment shall be made within 10 days from the date of submission of the bills after deduction of necessary TDS as per Income Tax Act and provided the bill must be accurate.
8. 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.
9. During the journey, the tenderer must pay the Toll tax (Regular/Fast Tag) / parking charges, 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. Overtime charges etc shall not be paid by the Corporation.
10. The tenderer must quote the rate per Kilometer inclusive of all taxes etc.
11. The quoted rates shall be valid for a period of 01.11.2024 to 31.10.2025 and could be extended if the work is found satisfactory and The Corporation shall not consider any hike in quoted rates due to hike in petrol/diesel rates during the tender period.
12. As per the requirement of the Corporation, the tenderer shall also have to supply more than one taxi on the same day. If tenderer is not in the 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.
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 to the Corporation by the tenderer, the tenderer shall be liable to pay damages / losses.

15. **Tender should submit the tender as under** :

    Envelop "A": Envelope A marked as Technical Bid-I on the Envelope should contain Technical Bid-I (Technical specification) Along with others Terms and conditions and EMD Money.

    Envelop "B" : Envelope B marked as Financial Bid-II on the envelope, should Contain Financial Bid-II (Price Quotation)

    Envelop "C": Envelope C should contain Envelope A and Envelope B duly super scribing "TENDER FOR HIRING TAXI 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 is not found satisfactory along with forfeiture of EMD.
17. The Work can be allocated to more than one tenderer depending upon lowest rates quoted by them for a particular category of Taxi.
18. In case service of tenderer is found satisfactory the Corporation may extend the work order for further period of one year with the consent of tenderer.
19. 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.
20. Tenders containing false, incomplete and / or inadequate information are liable to be rejected.
21. The Financial Bid-II shall be opened of only those tenders who successfully qualify in Technical Bid-I.
22. The Corporation reserves its right to accept or reject in tender partially or fully. In case the tender is rejected the tenderer may seek reasons for rejection.
23. If any dispute arises, the same shall be subject to the jurisdiction of Branch Office, Adilabad only.
24. Declaration by the Tenderers who have downloaded tender documents from Website or obtained from Branch Office:

    a. I/we hereby declare that I/we have downloaded the tender documents from the Corporation website/or obtained from Branch Office. I/We have verified that the contents of the tender document and there is neither any addition nor any deletion/alteration in the content of the tender documents.

    b. I/We declare that the information in the tender 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 EMD.

Signature of the Tenderer:

Name of the Tenderer:……..

Address & Seal: ……..

Contact Tel/Mobile No:.……..

THE COTTON CORPORATION OF INDIA LTD.,
BRANCH OFFICE-ADILABAD

FINANCIAL BID-II

RATE FOR OUT STATION:

Sr. No.	Type of Vehicles	Up to 300 km	Above 300 kms	Night Halt charges (In Rs.)	Driver Bhatta (In Rs.)
		Rate Per Kms (In Rs.)	Rate per km (In Rs.)		
1	Swift or Equivalent				
2	Swift Dezire/Etios or Equivalent				
3	Innova Crysta or Equivalent				

RATE FOR LOCAL:

Sr. No.	Type of Vehicles	Particulars			Extra charges per hrs	Extra charges per kms.
		4hrs 50kms	8hrs 80kms	12 hrs 125 kms		
1	Swift or Equivalent					
2	Swift Dezire/Etios or Equivalent					
3	Innova Crysta or Equivalent					

1. The quoted rates should be inclusive of GST & all other taxes.

2. Order will be awarded to the party who quotes lowest rate, negotiations if any, shall be done at the same day with parties.

Place: Adilabad

Date:

(SIGNATURE WITH STAMP OF THE PARTY)