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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.gov.in**.E-Mail:** warangal@cotcorp.com,**Ministry web:** www.texmin.nic.in
GST No.36AAACT4053B2ZS CIN: U51490MH1971GO1014733

Ref:CCI/Wgl/ADM/Taxi hire/2019-20/ Date:03.07.2019

TENDER FOR HIRING TAXIS ON RENT

Sealed tenders in two bid system are invited for hiring vehicles from reputed travel Agencies. Interested parties may submit their tender along with EMD on or before 16.07.2019 by 2.00pm.For terms and conditions refer corporation's website http://www.cotcorp.org.in and also in Govt. **Portal http://eprocure.gov.in.**or can be obtained at B.O Warangal, during the Office hours.

DY.GENERAL MANAGER

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Ref:CCI/Wgl/ADM/Taxi hire/2019-20 Date:03.07.2018

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.

All the interested parties are requested to send their quotations for the above items in sealed envelope mentioning "Tender for Hiring of Vehicles" on the envelop on or before 16.07.2019 till 02.00 PM at the above address along with EMD of Rs. 5000/- (Rupees Five Thousand Only) through DD in favour of "The Cotton Corporation of India Limited," Payable at Warangal which will be opened at 03.00 PM on the same day. Rate should be quoted Rent per day, Kilometer wise, Night Halt, Driver Batta etc. The Corporation reserves its right to accept or reject any quotation partly or fully. The terms and conditions were available in **http://eprocure.gov.in** & www.cotcorp.org.in websites and the same may be obtained from this office on any working day during working hours.

DY.GENERAL MANAGER

TENDER FOR HIRING TAXIES ON RENT

TECHNICACAL BID:1

(SPECIFICATIONS)

A Eligibility Criteria

			Yes	No
1)		Whether the travel/taxi Agency has office in Warangal		
	i)	If yes, please furnish the following details		
	ii)	Name of the Organization/Firm		
	iii)	Contact person		
	iv)	Address of office at Warangal (with phone/mobile Nos, Fax Nos & Email Id		
2)	i)	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 favor of "The Cotton Corporation of India Ltd" payable at Warangal		
3)		PAN No : (copy of self attested PAN card to be enclosed)		

B General Terms

4) Whether Proprietorship, Partnership firm or a company :

Name of Proprietor/Partners :

5) Name and Address of Bankers :

6) GST Registration Number, If any :

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 2013-14 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 favoring The Cotton Corporation of India Ltd. Payable at Warangal (interest free deposit). The tenders without EMD are liable to be rejected. The EMD shall be released after successful completion of the period.

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 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, 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 inclusive of all taxes etc.

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 2019-20

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. The price quoted should be Rent per day, Night Halt, Kilometer wise, Driver Batta for A/c & Non A/c separately.

25. 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.

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

27. Payment will be made in the form of A/c Payee cheque only after proper statutory deductions as applicable within 10 working days from the date of submission of the bill.

28. 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.

29. **Declaration by the Tenderers who Downloaded tender documents from Web-site:**

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. :

CHECK LIST FOR SUBMISSION OF TENDER FOR HIRING OF TAXIES ON RENT FOR 2019-20.

TENDERERS MUST CHECK THE FOLLOWING POINTS BEFORE SUBMITTING THE TENDER:

1.	Whether Taxi/Travel agency having office in Warangal	Yes / No
2.	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
3.	Whether self attested PAN copy enclosed	Yes / No
4.	Whether the Envelope A contains Technical Bid-1, other terms and EMD money.	Yes / No
5.	Whether the Envelope B contains Financial Bid-2.	Yes / No
6.	Whether Tender Documents duly signed by Authorized representive.	Yes / No

THE COTTON CORPORATION OF INDIA LTD, WARANGAL.

FINANCIAL BID-II

S. No	Type of Vehicles		PART - I		PART - II	PART - III	
			Upto 300Kms		Above 300 kms	Night halt charges	Driver Batta
			Rent	Mil.kms	Rate. Per 01km(in Rupees)		
1	Toyota Innova Crysta	A/C					
		N A/C					
2	Toyota Innova	A/C					
		N A/C					
3	Toyota Corolla	A/C					
		N A/C					
4	Toyota Fortuner	A/C					
		N A/C					
5	Hyundai Xcent	A/C					
		N A/C					
6	Tata Indica/Vista	A/C					
		N A/C					
7	Tata Manza	A/C					
		N A/C					
8	Maruthi Swift/Swift Desire	A/C					
		N A/C					
9	Toyota Etios	A/C					
		N A/C					

- Rates quoted should be inclusive of all taxes.

PLACE: WARANGAL

DATE : **(SIGNATURE WITH STAMP OF THE PARTY)**