



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/4932751  
Dated/दिनांक : 10-05-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	25-05-2024 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	25-05-2024 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Comptroller And Auditor General (cag) Of India
Department Name/विभाग का नाम	Indian Audit And Accounts Department
Organisation Name/संगठन का नाम	N/a
Office Name/कार्यालय का नाम	Dg Iced Jaipur
Item Category/मद केटेगरी	Vehicle Hiring Service - Per Vehicle-Day basis - Sedan; 2023; Local; Plain; 40Kms x 5Hrs; One Way , Vehicle Hiring Service - Per Vehicle-Day basis - Sedan; 2023; Local; Plain; 120Kms x 12Hrs; Round Trip , Vehicle Hiring Service - Per Vehicle-Day basis - Sedan; 2023; Outstation; Plain; 500Kms x 24Hrs; Round Trip , Vehicle Hiring Service - Per Vehicle-Day basis - Premium SUV/MUV; 2023; Local; Plain; 40Kms x 5Hrs; One Way , Vehicle Hiring Service - Per Vehicle-Day basis - Premium SUV/MUV; 2023; Local; Plain; 120Kms x 12Hrs; Round Trip
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	36 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

**Bid Details/बिड विवरण**

<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	905700
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	40000

**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Sr. Administrative Officer

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Rate Per Km for Extra Usage in excess of chosen package as per the Vehicle Type selected. In case**

**of bunch bid buyer must indicate extra KM rate for every Vehicle Type that is bunched::**For Sedan Rs. 11 per extra Km. for extra usage in excess of chosen package  
For Premium SUV Rs. 17 per extra Km. for for extra usage in excess of chosen package

**Rate Per Hour (Inclusive of GST) for Extra Usage in excess of chosen package**For Sedan Rs. 190 per hour for extra usage in excess of chosen package  
For Premium SUV Rs. 240 per hour for extra usage in excess of chosen package

**Scope of Work:**[1715333791.pdf](#)

**Pre Bid Detail(s)**

Pre-Bid Date and Time	Pre-Bid Venue
15-05-2024 11:00:00	Office of the D.G., iCED, RIICO Industrial Area, Kaant-Kalwar, Near Achrol, Jaipur-Delhi Highway NH - 11C, Jaipur, Rajasthan - 303002

**Vehicle Hiring Service - Per Vehicle-Day Basis - Sedan; 2023; Local; Plain; 40Kms X 5Hrs; One Way ( 464 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Sedan
Vehicle Brand	Hyundai Xcent , Honda Amaze , Maruti Dzire
Year of Manufacturing	2023
Type of Service	Local
Type of Terrain	Plain
Usage Variant	40Kms x 5Hrs
Trip Type	One Way
Air Conditioning Required	AC
Vintage Km(s)	0-25,000 kms
Fuel Type	Petrol
<b>Addon(s)/एडऑन</b>	
Night Hault	NA

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle-Days Required within the Contract Period	Additional Requirement/अतिरिक्त आवश्यकता
1	Vijendra Singh Tanwar	303002,Plot SP 6-7 RIICO Industrial Area Kant Kalwar Near Achrol , Jaipur	464	<ul style="list-style-type: none"> <li>Maximum No. of Vehicle required in a Day/Event : 10</li> </ul>

**Vehicle Hiring Service - Per Vehicle-Day Basis - Sedan; 2023; Local; Plain; 120Kms X 12Hrs; Round Trip ( 28 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Sedan
Vehicle Brand	Hyundai Xcent , Honda Amaze , Maruti Dzire
Year of Manufacturing	2023
Type of Service	Local
Type of Terrain	Plain
Usage Variant	120Kms x 12Hrs
Trip Type	Round Trip
Air Conditioning Required	AC
Vintage Km(s)	0-25,000 kms
Fuel Type	Petrol
<b>Addon(s)/एडऑन</b>	
Night Hault	NA

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle-Days Required within the Contract Period	Additional Requirement/अतिरिक्त आवश्यकता
1	Vijendra Singh Tanwar	303002,Plot SP 6-7 RIICO Industrial Area Kant Kalwar Near Achrol , Jaipur	28	<ul style="list-style-type: none"> <li>Maximum No. of Vehicle required in a Day/Event : 2</li> </ul>

**Vehicle Hiring Service - Per Vehicle-Day Basis - Sedan; 2023; Outstation; Plain; 500Kms X 24Hrs; Round Trip ( 15 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Sedan
Vehicle Brand	Hyundai Xcent , Honda Amaze , Maruti Dzire
Year of Manufacturing	2023
Type of Service	Outstation
Type of Terrain	Plain
Usage Variant	500Kms x 24Hrs
Trip Type	Round Trip
Air Conditioning Required	AC
Vintage Km(s)	0-25,000 kms
Fuel Type	Petrol
<b>Addon(s)/एडऑन</b>	
Night Hault	Yes

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle-Days Required within the Contract Period	Additional Requirement/अतिरिक्त आवश्यकता
1	Vijendra Singh Tanwar	303002,Plot SP 6-7 RIICO Industrial Area Kant Kalwar Near Achrol , Jaipur	15	<ul style="list-style-type: none"> <li>Number of Night halt required within the Contract period : 10</li> <li>Maximum No. of Vehicle required in a Day/Event : 1</li> </ul>

**Vehicle Hiring Service - Per Vehicle-Day Basis - Premium SUV/MUV; 2023; Local; Plain; 40Kms X 5Hrs; One Way ( 30 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Premium SUV/MUV
Vehicle Brand	Toyota Fortuner , Ford Endeavour , Toyota Innova
Year of Manufacturing	2023
Type of Service	Local
Type of Terrain	Plain
Usage Variant	40Kms x 5Hrs
Trip Type	One Way
Air Conditioning Required	AC
Vintage Km(s)	0-25,000 kms
Fuel Type	Diesel
<b>Addon(s)/एडऑन</b>	
Night Halt	NA

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle-Days Required within the Contract Period	Additional Requirement/अतिरिक्त आवश्यकता
1	Vijendra Singh Tanwar	303002,Plot SP 6-7 RIICO Industrial Area Kant Kalwar Near Achrol , Jaipur	30	<ul style="list-style-type: none"> <li>Maximum No. of Vehicle required in a Day/Event : 1</li> </ul>

**Vehicle Hiring Service - Per Vehicle-Day Basis - Premium SUV/MUV; 2023; Local; Plain; 120Kms X 12Hrs; Round Trip ( 15 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
State	NA
District	NA
Zipcode	NA
Vehicle Type	Premium SUV/MUV
Vehicle Brand	Toyota Fortuner , Ford Endeavour , Toyota Innova
Year of Manufacturing	2023
Type of Service	Local
Type of Terrain	Plain
Usage Variant	120Kms x 12Hrs
Trip Type	Round Trip
Air Conditioning Required	AC
Vintage Km(s)	0-25,000 kms
Fuel Type	Diesel
<b>Addon(s)/एडऑन</b>	
Night Hault	NA

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**



S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle-Days Required within the Contract Period	Additional Requirement/अतिरिक्त आवश्यकता
1	Vijendra Singh Tanwar	303002,Plot SP 6-7 RIICO Industrial Area Kant Kalwar Near Achrol , Jaipur	15	<ul style="list-style-type: none"> <li>Maximum No. of Vehicle required in a Day/Event : 1</li> </ul>

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

**OPTION CLAUSE:** The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 3. Generic

- The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
- The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
- The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

### 4. Payment

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

### 5. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

PAO, IAAD, JAIPUR  
payable at  
JAIPUR

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 6. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

PAO, IAAD, JAIPUR  
payable at  
JAIPUR

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

#### 7. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

PAO, IAAD, JAIPUR

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### 8. **Purchase Preference (Centre)**

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 100% of total value.

#### 9. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

#### 10. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

#### 11. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

#### 12. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

#### 13. **Service & Support**

The Service Provider must own 30% of the bid quantity of vehicles in Service Provider's name or in the name of the proprietor / partner of the Service Provider. Necessary documents relating to proof of ownership will be uploaded by the bidder for verification of the buyer. Such Service Provider owned vehicles will be part of the fleet to be deployed by the Service Provider in case he gets the contract against this bid.

#### 14. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any

one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

**15. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

Bidders shall have office in Jaipur (Rajasthan). Documentary proof for the same shall be submitted by the bidders.

**16. Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

## **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of

this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**

**OFFICE OF THE DIRECTOR GENERAL  
INTERNATIONAL CENTRE FOR ENVIRONMENT AUDIT AND  
SUSTAINABLE DEVELOPMENT (iCED), JAIPUR**

Bid Document No. D.G/iCED/GS/2024-25/F-70/

Dated: 10 May 2024

**BID DOCUMENT**

**(BUYER ADDED BID SPECIFIC ADDITIONAL TERMS & CONDITIONS**

**SCOPE OF WORK**

**AND**

**SPECIAL CONDITIONS OF CONTRACT)**

**FOR EMPANELMENT OF AGENCIES/ FIRMS FOR PROVIDING  
HIRED VEHICLE SERVICES FOR THE OFFICE OF THE DIRECTOR  
GENERAL, INTERNATIONAL CENTRE FOR  
ENVIRONMENTAL AUDIT AND SUSTAINABLE DEVELOPMENT (iCED),  
JAIPUR**

**OFFICE OF THE DIRECTOR GENERAL  
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Bid Document No. D.G/iCED/GS/2024-25/F-70/

Dated: 10 May 2024

**ANNEXURE – 1**

**NOTICE INVITING TENDER**

Office of the Director General, International Centre for Environment Audit and Sustainable Development (iCED), Jaipur invites Bids from reputed agencies for hiring of vehicles (Air Conditioned - Light Motor Vehicles) on call basis for its office as per the requirements specified in the Tender Document under two Bid System through GeM (Government E-Marketplace) Portal.

The description of works is given in the tender document and bids can only be submitted in online mode through the GeM portal. Bids submitted other than GeM Portal will not be accepted. The tender document may also be downloaded from this office website <http://iced.cag.gov.in>.

The Competent Authority reserves the rights to reject any or all the bids without assigning any reason and the decision of the competent authority of the Office of the Director General, International Center for Environment Audit and Sustainable Development (iCED), Jaipur, shall be final and binding.

**(Mehul Grover)**  
**Director (Admin.),**  
**iCED, Jaipur**

**OFFICE OF THE DIRECTOR GENERAL  
INTERNATIONAL CENTRE FOR ENVIRONMENT AUDIT AND  
SUSTAINABLE DEVELOPMENT (iCED), JAIPUR**

Bid Document No. D.G/iCED/GS/2024-25/F-70/

Dated: May 2024

**ANNEXURE – 2  
BID SUBMISSION FORM**

*(to be printed on Bidder's letterhead, signed, stamped, scanned and submitted online through GeM Portal)*

Date: .....

**LETTER OF BID**

To

The Director (Admin.)  
Office of the Director General,  
International Centre for Environment Audit and  
Sustainable Development (iCED),  
Plot No.6-7, RIICO Industrial Area, Kaant-  
Kalwar, Near Achrol, Jaipur – 303 002.

Ref: Invitation for **GeM Bid No.** \_\_\_\_\_ **dated** **.05.2024.**

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders.
2. We undertake to provide the hired vehicles services to your office in conformity with the Bid Document.
3. Our bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. If our bid is accepted, we commit to submit a performance security in accordance with the Bidding Documents.
5. We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any other failure/lapses of serious nature.
6. We undertake, to enter into agreement as per the terms and conditions of the bidding document and bear all expenses including charges for stamps etc. and agreement will be binding on us.
7. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid / lowest bid or any other bid that you may receive.

Yours sincerely,

Authorised

Signatory –

(Authorised person shall attached a copy of Authorisation for signing on behalf of Bidding company)

Full Name and Designation

**OFFICE OF THE DIRECTOR GENERAL  
INTERNATIONAL CENTRE FOR ENVIRONMENT AUDIT AND  
SUSTAINABLE DEVELOPMENT (iCED), JAIPUR**

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Dated: May 2024

**ANNEXURE – 3**

**I. ELIGIBILITY CRITERIA**

- a) Bidder must be a firm/ Proprietor/ company that should be registered with appropriate authorities at least 3 years before the date of issue of this tender.
- b) The bidder should have GST certificate at least 3 years before the date of issue of this tender.
- c) The bidder must have a PAN Card.
- d) Bidders shall have an average annual turnover of Rs. 36 Lakhs and more.
- e) Bidder shall submit a Notarized affidavit as per **Annexure - 7** that all the terms and conditions as given in the tender document are acceptable and the Agency has not been blacklisted by any of the organization at any point of time and no criminal case is pending against the said firm/agency.
- f) The contracting agency should have its registered office in Jaipur (Rajasthan). A documentary proof in the form of Rent Agreement, Landline Bill/Electricity Bill (in name of the firm) etc. **In case of the bidder does not have branch in Jaipur or in not able to provide documentary evidence of the same the bid submitted by the concerned firm will be rejected.**
- g) The contracting agency should have a minimum experience of 3 years as on the date of this Notice in the field of providing passenger vehicles on hire basis to any Govt. Organization, Public Sector Undertaking (PSU), Reputed Higher Educational Institutions or any other private organization of repute. The tenders of the contracting agency with inadequate/ irrelevant experience as mentioned above are liable to rejection. It is mandatory for the bidders to attach documentary proof of requisite experience, with the technical bid.
- h) The contracting agency should have the passenger vehicles, which are being offered for hire, registered as tourist/commercial vehicles in its own name having valid commercial permits. Copies of the tourist vehicle registration certificates and valid insurance policies should also be attached with the Technical Bid. If the vehicles are not presently in the tenderer's name, an affidavit duly attested by a Notary that in the event of his being the successful bidder, he will get these vehicles transferred to his name before supplying them to iCED, Jaipur, should be submitted.
- i) The rates quoted in the Financial Bid shall be valid for at least 12 months from the date of award of the tender. Rates quoted by bidder shall be inclusive of cost of manpower, fuel and other lubricants, driver's salary, repair and maintenance charges, insurance and other statutory liabilities related to labour laws etc. **However, after 12 months of the contract, whenever the fuel prices increase or decrease by more than 10% of the prices prevailing at the time of commencement of the contract, then the hire charges shall be increased or decreased, as the case may be, by 5% of the original price.**



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**ANNEXURE – 4**

**II. DETAILED SCOPE OF WORK AND OTHER TERMS AND CONDITIONS**

1. iCED training campus is located around 40 Kms. from Jaipur on Jaipur – Delhi Highway. Bidders are required to provide vehicles as per the following packages:

S.No.	Type of Vehicle	Type of Service	Trip Type	Package	Details
1.	Sedan (Maruti Dzire/ Honda Amaze/ Hyundai Xcent)	Local	Single	40 Kms. X 5 Hours	From/ to Jaipur Airport/ Railway Station/ Bus Stand/ any other point in Jaipur to/ from iCED training campus, Achrol for the participants/ guest speakers/ dignitaries visiting iCED
2.		Local	Round	120 Kms. X 12 Hours	From/ to Jaipur city to/ from iCED Training campus at Achrol, Jaipur and return for the guest speakers/ dignitaries.
3.		Outstation	Round	500 Kms. X 24 Hours	From/ to Delhi-NCR to/ from iCED Training campus at Achrol, Jaipur for the guest speakers/ dignitaries
4.	Premium SUV (Toyota Innova Crysta/ Toyota Fortuner/ Ford Endeavour)	Local	Single	40 Kms. X 5 Hours	From/ to Jaipur Airport/ Railway Station/ Bus Stand/ any other point in Jaipur to/ from iCED training campus, Achrol for the participants/ guest speakers/ dignitaries visiting iCED
5.		Local	Round	120 Kms. X 12 Hours	From/ to Jaipur city to/ from iCED Training campus at Achrol, Jaipur and return for the guest speakers/ dignitaries.

2. There will be no dead mileage for vehicles deployed. The kilometer age for the purpose of "vehicle run" and "hours of duty" shall be reckoned from the "Reporting point" to the "Drop/relieving point". No mileage will be allowed to drivers for lunch/ breakfast or for filling fuel etc. Drivers should not ask any money in lieu from users.
3. The successful contractor shall supply the required number of specified vehicles together with required number of drivers and relievers daily including Sundays and Holidays. The hire charges quoted by the bidder should be inclusive all expenses of the vehicles and their drivers including

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GST. iCED will not be responsible for any damages, losses, repairs, thefts, fuel refilling, relieves etc., in respect of the vehicles as well as their drivers and in respect of injury/damage to any person or other vehicle.

4. Parking charges, Toll Tax etc. will be paid by iCED on submission of receipt along with duty slips by the Agency along with bills after certification by the concerned iCED officials / users who used the vehicle.
5. The services of the vehicles are generally required during training programmes/ special events/ visit of dignitaries at iCED including on Sundays and Holidays. However, iCED reserves the right to increase or decrease the number of vehicles according to its requirements any time during the currency of the contract. The contractor will have to provide the vehicles accordingly on the same terms and conditions of the contract. For temporary requirements, vehicles will be hired as per the package viz. trip type (one way/ round trip/ local/ outstation) and usage variant.
6. The contractor shall supply AC vehicles only not older than 2023 model with ABS having at least four airbags and BS-VI compliant.
7. The successful bidder should provide only the specified type of vehicles which are in good running condition.
8. The Vehicle must be available to the iCED all the 24 hours at short notice. The Contractor shall arrange the taxi/vehicles as per iCED requirement within one hour from receiving the instruction by the concerned officer/official of iCED via any communication mode i.e. telephone/mail/SMS/WhatsApp, etc. He shall coordinate with the guest and supply the vehicle accordingly as per requirement.
9. The vehicles being hired will be used as per the package viz. trip type (one way/ round trip/ local/ outstation) and usage variant. However, during exigencies, the vehicle should not be driven by a single driver beyond 12 hours in a day. Suitable substitute driver arrangements should be made by the contractor at their own expense.
10. The contracting agency should have the passenger vehicles, which are being offered for hire, registered as tourist/commercial vehicles on its own name having valid commercial permits. Copies of the tourist vehicle registration certificates and valid Insurance policies should also be attached with the Bid. If the vehicles are not presently in the tenderer's name, an affidavit duly attested by a Notary that in the event of them being the successful bidder, they will get these vehicles transferred to their name before supplying them to iCED should be submitted.
11. Drivers - Should have a valid driving license (LMV with badge number) with at least 5 years of experience and preferably below 45 years of age. The drivers / staff to be provided by the firm shall be a qualified driver having valid commercial driving license. He should be medically fit especially with respect to eye sight. The driver should have sufficient driving experience. He should always while on duty be well dressed. He should be polite and well behaved and should not have any kind of criminal or adverse record.
12. The contractor should pay minimum wages, EPF, ESI, bonus, and other statutory payments as applicable, and also comply with other necessary provisions of the Labour Act, at his own expense. Further, the contractor shall provide two sets of Uniforms, Identity Cards, and one pair of shoes to the drivers deployed to drive these vehicles at his own expense.
13. For all intents and purposes, agency shall be the "Employer" within the meaning of different Labour Legislations in respect of drivers so employed and engaged at iCED, Jaipur. The Drivers deployed by the agency at iCED, Jaipur shall not have claims of any Master and Servant

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relationship nor have any principal and agent relationship with or against iCED, Jaipur.

14. In case of any of the driver so deployed by the contractor not being up to the mark, not performing his duties properly or indulge in any unlawful or disorderly conduct, the contractor shall take suitable action against such driver on the report of iCED, Jaipur.
15. The contractor shall immediately replace the particular driver so deployed on the demand of iCED, Jaipur in case of any of the aforesaid act on the part of the driver so deployed or otherwise.
16. The contractor shall deploy their drivers in such a way that the drivers get weekly rest as stipulated by the norms.
17. The drivers deployed by the contracting agency shall not collect any money from the users of the vehicles in any form or on any pretext like fare, tip, chai-paani etc.
18. The driver engaged by the contractors are solely employees of the contractor and they have no right to claim for any compensation or regular post in iCED, Jaipur. iCED, Jaipur doesn't own any responsibility, whatsoever either for absorption/continuation or for regularization of employment.
19. Responsibility to solve disputes arising from the driver with respect to their salaries/wages or any other matters connected with the service conditions, compensations, etc. rests with the contractor.
20. The Contractor needs to submit driver's health certificate/fitness certificate. Contactor needs to do the background check of the driver.
21. Driver conduct and behavior need to be good and iCED can advise the contractor to change driver at any point of time. The contractor should follow the iCED's advice.
22. The Agency shall submit Bio-data with photograph and contact numbers of all the drivers likely to be deployed at iCED, Jaipur within seven (7) days of the award of the contract or start date of the contract whichever is earlier. The Agency shall give a certificate stating that drivers deployed in the iCED have been police verified and do not have any adverse antecedents.
23. The personnel should be conversant with routes in Jaipur and NCR.
24. The Agency must ensure that the deployed driver are not under the influence of alcohol or other intoxicants while performing their duties for the Institute. Smoking/ chewing tobacco/ pan masala, etc. is also not permitted while on duty.
25. The Agency should make arrangements for quarterly general health checkup of all the drivers employed by the Agency at their own cost. The records in this regard should be preserved by the Agency and copies should be submitted to iCED. Further, health cards for all its personnel should be maintained by the Agency.
26. A team of iCED officials may visit or ascertain from the clients' offices of the eligible bidders for information regarding the quality of services claimed to have been provided by the bidder etc.
27. The contract shall be initially for a period of one year and may be extended on a year to-year basis up to two more years on the same terms and conditions, subject to the satisfactory service of the contractor.
28. The contract can be prematurely terminated by either party by giving an advance notice of two months and after expiry of the notice period.
29. The contracting agency shall provide the services continuously as per the award of contract. In case of discontinuation of services by the contractor in the middle of the period without requisite notice or non-satisfactory services, breach of any terms and conditions of the contract etc. the

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contractor shall be liable to legal action, in addition to forfeiture of the performance security deposit.

30. The contracting agency shall not be allowed to transfer, assign, pledge or sub-contract its responsibilities, rights and liabilities under this contract to any other agency without prior written consent of iCED.
31. The contracting agency shall also abide by the relevant Rules and Regulations to engage drivers on the vehicles provided deployed at iCED and will obtain requisite licenses, sanctions & permits which should be valid during the tenure of contract. Renewal of the same shall be ensured by the contractor well in time. The contractor himself is responsible to pay and clear the fines and challans, if any, imposed by the Govt., for violation of the rules at its expense.
32. The vehicle Registration Book, Insurance Copy, Emission Certificate, Road Tax payment certificate, Commercial Vehicle permit and Driver license should be available in the vehicle at all times.
33. The contracting agency shall provide immediate replacement for the breakdown vehicle with the same type of vehicle at their own expense.
34. O/o the Director General, iCED reserves the right to impose a pecuniary penalty on the contractor for serious lapses in execution of the contract. The amount of penalty imposed will be recovered from the monthly bills payable to the contractor.
35. The drivers of the vehicles deployed at the Institute shall maintain the duty slip/ logbook (timings and mileage for each vehicle) and obtain signatures of the concerned official. Duty slips shall be deposited along with bills for payment.
36. The contracting agency shall ensure that vehicles and drivers of the vehicles assigned to iCED are not changed at the last moment without a valid reason. In case the contracting agency replaces any vehicle with another of higher class than the contracted type, payment will be restricted to the rates under this contract only. However, vehicle of lower class than the contracted type shall not be accepted.
37. It shall be the responsibility of the service providing agency / firm /company to meet the expenses of transportation, food, medical and any other requirements of the drivers engaged by it for these vehicles and iCED shall have no liabilities in this regard.
38. The contracting agency shall be solely responsible for any accidents, injuries to other vehicles or pedestrians or passengers caused by these vehicles while on service at iCED. Similarly, the contracting agency only is responsible to redress the grievances /resolve disputes relating to drivers engaged by them at iCED, Jaipur. iCED, Jaipur shall, in no way be responsible for settlement of such issues.
39. If required, iCED, Jaipur may allow these vehicles to be parked inside the campus without any charges for the same. However, no accommodation or overnight stay of the drivers will be allowed inside the campus.
40. The successful tenderer will have to make agreement with iCED, Jaipur broadly covering scope of work, requirements, terms and conditions of the services to be provided to the iCED, Jaipur on a judicial stamp paper of Rs.500/- or as per the prevailing requirement, the cost of which will be borne by the contracting agency.
41. In case of any break down, suitable vehicle in good condition shall be made available to iCED,

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- failing which vehicle will be hired from the Open Market and actual payment made will be recovered from the dues payable to the contractor in addition to non-payment of hiring charges for the journey.
42. The concerned iCED officials authorized by the O/o the Director General, iCED will be the nodal points for instructions/queries with respect to Vehicle movement and will help in coordinating service arrangements on behalf of iCED.
  43. The vehicle shall have a Duty slip/ log book to record the mileage, duly certified by the end user or the concerned iCED officials authorized by the O/o the Director General, iCED at the end of each day/each trip. The vehicle shall be driven as per the direction of Officer travelling or other iCED official as per requirement.
  44. The hiring service has to be carried out under the guidance and instructions of the concerned iCED officials or other persons authorized by the O/o the Director General, iCED.
  45. The vehicle hiring services of a contractor should be made available as per the requirement on all days and nights irrespective of holidays and Sundays.
  46. The contractor should not be an employee of iCED, Jaipur, Central or State Government, Autonomous Body or PSU. He should submit a declaration to this effect as per Annexure – 8.
  47. The contractor and his staff will make their own residential arrangement outside the premises of the iCED, Jaipur. No one will be granted permission to stay in the Hostel during the night or during non-functional hours.
  48. The contractor should arrange for proper cleanliness and hygiene of the vehicle including inter alia the provisioning of car perfume, tissue paper, hand towels, emergency medical first aid kit, hand sanitizer, fire extinguisher, etc., in the vehicle. Neat and Tidy covers shall be provided, which needs to be changed daily.
  49. The firm shall be responsible for all statutory related tax payments and fines, if any except, parking and toll gate charges.
  50. The firm shall be responsible for all the obligations under the Motor Vehicles Act, 1954 and responsible for the amended act from time to time.
  51. The performance of the Agency shall be reviewed quarterly and the contract is liable for termination in the event of non-satisfactory performance. The contract order as a whole may be terminated and security deposit forfeited. The contractor will have no claims what so ever on the iCED, Jaipur. The contractor will also have to serve a notice of two months, if he/she wishes to terminate the contract, otherwise the security deposit will be forfeited.
  52. iCED, Jaipur will not pay any deposits or advance to the Agency.
  53. The driver, shall report to the concerned iCED official and take instructions from him/ her from time to time. These should be recorded in a register maintained by the contractor exclusively for this purpose, preserve the same and produce as and when required by this office.
  54. In case of absence by any particular driver assigned for work at iCED, the contractor shall make alternate arrangement immediately failing which a penalty i.e., wages at double the rates would be deducted per day per person.

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**ANNEXURE – 5**

**III. DOCUMENTS REQUIRED FROM BIDDER FAILING WHICH BIDS WILL NOT BE CONSIDERED**

1. Scanned copy/ proof of deposit of EMD of Rs. 40,000/- in favour of PAO, IAAD, Jaipur payable at Jaipur. EMD is exempted to MSME/ Start-up firm as per relevant rules, necessary document of registration as MSME/ Startup to be uploaded.
2. Self-certified copy of the PAN card allotted to bidder shall be attached with the Bid/tender document.
3. Self-Certified copy of GST registration allotted to bidder shall be attached with the bid/tender document.
4. The bidder should have registered office in Jaipur which should be supported like documents such as Rent Agreement, Landline Bill/ Electricity Bill (in name of the firm) etc.
5. Notarized affidavit by the Bidder/Agency that all the terms and conditions as given in the tender document are acceptable
6. Notarized affidavit by the Bidder/Agency indicating non-blacklisting of the firm/company by the Government or autonomous organizations/institutes/universities etc. and a declaration that the contractor is not an employee of iCED, Jaipur, Central or State Government, Autonomous Body or PSU.
7. The Individual/Agency must have a minimum of three years' experience in supplying taxis to Central or State Government Departments/ Public Sector Companies/ Banks or reputed organizations. Proof of at least two contracts of at least one year duration relating to supplying of taxi services to Central Government/State Governments/PSUs/Bank/reputed organization during last three years along with self-attested copies of the supply/work order be enclosed with the tender document.
8. Copies of the vehicle registration certificates and valid Insurance policies of the vehicle which are being offered for hire should also be attached with the Bid.
9. Documentary Proof of Bidders Average Annual Turnover for the last three Financial years.

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**ANNEXURE – 6  
TECHNICAL BID FORM**

1. Name of the firm.....
2. Name of the authorised person submitting the Bid “Shri/Smt/Ms.....
3. Designation of the authorized person submitting the Bid.....
4. Name, Designation, address and Mobile Number of alternate person.....  
.....
5. Address of the firm.....  
.....
6. Tel no. with STD code (O).....(Fax).....(R).....
7. Mobile No. of the person submitting the Bid.....
8. E-mail of the person submitting the Bid.....
9. Organization's email ID.....
10. Website Address.....
11. Registration & incorporation particulars of the firm:
  - i) Private Limited
  - ii) Public Limited
  - iii) Any other – Please specify.....
12. Name of Director(s).....
13. Email ID of Director (s).....
14. Mobile Number of Director (s).....
15. Bidder’s bank, its address and current account number .....  
.....
16. Permanent Income Tax number, Income Tax circle.....

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17. GST No. ....

18. Particulars of EMD

- i) Demand Draft / Bank Guarantee No.....
- ii) Date.....
- iii) Name of Bank.....
- iv) Address of Bank.....
- v) Validity of BG/DD.....

19. Description of similar work of providing vehicle services during the last three financial years in Government Departments/ Public Sector Undertaking (PSU), Reputed Higher Educational Institutions or any other private organization of repute.

Description of Work / order executed	Actual Value of work / order executed	Name of Government Department / Organization	Start Date	Finish Date	Document evidence upload (Yes/No)

**20. Details of Uploaded Documents**

1.	Earnest Money Deposit	Yes/No
2.	Self-certified copy of PAN	Yes/No
3.	Self-certified copy of GST	Yes/No
4.	Experience Certificates and Work orders	Yes/No
5.	Annexure – 2 on Official Letter Head	Yes/No
6.	Annexure-6 on Official Letter Head	Yes/No
7.	Annexure-7 – Notarized Affidavit	Yes/No
8.	Annexure-8 – Notarized Affidavit	Yes/No
9.	Documentary proof of the firm having its registered office in Jaipur (Rajasthan)	Yes/No
10.	Registration Certificate and valid Insurance policies of the vehicle which are being offered for hire	Yes/No



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**ANNEXURE – 7**

**UNDERTAKING**

**(Notarized Affidavit to be executed on non-judicial stamp paper of Rs. 50/-).**

**A copy of Affidavit same should be scanned and uploaded in the GeM Portal and hard copy should be delivered alongwith other documents as per the timelines of the bid document.**

1. I, the undersigned certify that I have gone through all the terms and conditions mentioned in the bid document No.....dated.....and undertake to comply with them unconditionally.
2. That I, the undersigned undertake that I have fully adhered to minimum eligibility criteria as per the requirements of the bid document No.....dated.....
3. That my agency M/s.....has atleast three years' experience for providing hired vehicle services in Ministries / Departments under Government of India / State Govt. Organization / PSU / Public Listed Company. The details of work experience and work completion certificates have been enclosed.
4. That I, the undersigned undertake that my agency M/s.....have its own fleet of \_\_\_\_\_No. of vehicle of required specifications to provide requisite hired vehicle services in accordance with the Bid Document No: / dated.....
5. I also undertake that the drivers employed would be paid atleast minimum wages as per orders of Govt. of India/ Rajasthan and oblige all statutory requirements with respect to ESI, EPF and other labour compliances etc., with reference to those workers in accordance with the conditions of the contract.
6. That the rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.
7. That I/We give the rights to the competent authority of the office of the Director General International Centre for Environment Audit And Sustainable Development (ICED) Jaipur to forfeit the Earnest Money/Security money deposit submitted by me/us in case of breach of conditions of Contract and take action for blacklisting my/our agency.

**OFFICE OF THE DIRECTOR GENERAL  
INTERNATIONAL CENTRE FOR ENVIRONMENT AUDIT AND  
SUSTAINABLE DEVELOPMENT (iCED), JAIPUR**

Bid Document No. D.G/iCED/GS/2024-25/F-70/

Dated: May 2024

8. That I/We also give rights to the competent authority of the office of the Director General International Centre for Environment Audit And Sustainable Development (iCED) Jaipur to forfeit the Earnest Money Deposit and blacklist our agency in case our agency fail to accept the work order and/or execute the contract agreement, or in cases of negligence in executing the contract, or in case of breach of contract.
9. That I/We also give rights to the competent authority of the office of the Director General International Centre for Environment Audit And Sustainable Development (iCED) Jaipur to forfeit the Earnest Money Deposit and initiate action against our agency for blacklisting in case our agency fail to submit the performance bank guarantee in accordance with the terms and conditions of the bid document / contract agreement / Letter of Acceptance.
10. That I/We also declare that Government of India or any other Government body has not declared us ineligible or black listed or debarred us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of any nature.
11. That I hereby undertake to provide the items as per the directions given in the bid document/contract agreement.

**Place:**

**Date:**

Dated Signature of Bidder alongwith Stamp.....

Name of the Bidder.....

**OFFICE OF THE DIRECTOR GENERAL  
INTERNATIONAL CENTRE FOR ENVIRONMENT AUDIT AND  
SUSTAINABLE DEVELOPMENT (iCED), JAIPUR**

Bid Document No. D.G/iCED/GS/2024-25/F-70/

Dated: May 2024

**ANNEXURE – 8**

**(Notarized Affidavit to be executed on non-judicial stamp paper of Rs.50/-).**

**A copy of Affidavit same should be scanned and uploaded in the Gem Portal and hard copy should be delivered alongwith other documents as per the timelines of the bid document.**

- (i) That I, the undersigned that my firm has not been convicted of an offence under the Prevention of Corruption Act, 1988.
- (ii) That my firm has not been convicted under the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
- (iii) That I hereby certify that none of my relative(s) as defined in the bid document is/are employed in D.G., iCED Jaipur Office as per details given in bid document. In case at any stage, it is found that the information given by me is false/incorrect, DG iCED Jaipur Office shall have the absolute right to take any action including termination of the Contract as deemed fit/without any prior intimation to me.

**Place:**

**Date:**

Dated Signature of Bidder alongwith Stamp.....

Name of the Bidder.....