

**PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
DOORDARSHAN KENDRA : AHMEDABAD – 380 054.**

**TENDER TERMS & CONDITIONS FOR HIRING OF VEHICLES:**

1. The rates shall be quoted in the prescribed Tender form only.
2. The bids for tender will be accepted on TWO BID system submission.
3. Two forms of Annexure I are to be submitted along with the tender. In annexure 1(a) the bidder will write YES or NO as the case may be in accordance with compliance of vehicles to be provided. In annexure-1(b) the bidder will write rates to be offered by him. Annexure-1(b) will be sealed in separate cover and marked as “financial bid” Both covers will be enclosed in one big cover and sealed before submitting to this office.
4. Sealed Tenders should be super-scribed on envelop as “TENDER FOR HIRING OF VEHICLES” and to be addressed to the Deputy Director (E), Doordarshan Kendra, Thaltej, Ahmedabad 380 054.
5. The rate quoted for Four Seater Non-Ac, Eight Seater Non-Ac and Sedan Type with Ac will only be considered .
6. Only those Tenderers who have under their ownership and possession of Minimum of **TEN** vehicles or more in the name of firm or own name or in the name of his family members registered with the State R.T.O shall apply. It shall be noted that the ownership of **SEVEN** numbers of vehicles should be **2014** and **THREE** vehicles should be 2015. Vehicles booked regularly on monthly basis shall be 2015 model and occasional be of 2014 model. The details of the vehicle should be mentioned in the tender as per Annexure II.
5. **The Tender Form can be obtained by those parties who will satisfy the condition. The cost of tender form will be Rs.250/- (Rupees Two hundred fifty only) Non-refundable.**
6. The registration documents in original shall also, have to be produced at the time of entering into the Agreement, failing which the tender will not be considered even if it is lowest and accepted.
7. Tenderers who are having own Telephone facility and **whose office is within Ahmedabad city** only need to apply, as the vehicle would be required by the office at short notice for emergency programme coverages at any time round the clock and also to avoid extra mileage while calculating the expenditures.

**8. REQUIREMENTS:**

1. The Xerox copies of the documents like valid permit, Tax paid up-to-date, R.C. Book, fitness and Insurance etc. should be submitted along with sealed quotation /tender.
  - 2.The owner/operator should engage experienced drivers with minimum of **three** years professional Driving License and who can perform 24 hours duty.
9. The Tenderers who have quoted the lowest rates indicated in the prescribed Proforama ( Annexure I) and fulfills the other terms and conditions will only be considered for the purpose of hiring of taxies. The rates should be inclusive of Service Tax and full liability to Pay Service Tax will be on Tenderer.
10. The Director, Doordarshan Kendra, Ahmedabad reserves the right to reject any or all tenders without assigning any reasons whatsoever.
11. The tenderers, will be required to deposit Rs.25,000/- (Rupees Twenty five Thousand only) in the form of earnest money. However a security deposit ( performance guarantee) of Rs. 1,00,000/- (Rupees One lakh only) will have to be deposited by the successful tenderer within seven days of the acceptance of tender. This amount will be retained by the The Director, Doordarshan Kendra, Ahmedabad during the period of operationalisation of agreement and earnest money in respect of the all tenderers will be refunded.
12. The lowest rate will be worked out in the best possible manner which will be beneficial to Doordarshan Kendra, Ahmedabad. The successful tenderer has to execute an Agreement and will have to produce original as well as copies of documents of registration of vehicles, The tender so submitted shall be valid for a period of one year from the date of its commencement. The same can be extended for a further period of one year as per same terms and condition, if the services are found satisfactory. The Director, Doordarshan, Ahmedabad reserves the right to terminate the agreement before its expiry without assigning any reason at any time.
13. The assisgnee will have no right to ask for hike in the rates for Hiring of vehicles during the period of agreement in force irrespective of any factor.
14. The mileage will start and end at Doordarshan Kendra, Ahmedabad. No mileage will be allowed for any lunch or tea break.
15. The supplier will have to maintain accounts of journey performed by each vehicle as per requirements of the Prasar Bharati, (**INDIA'S PUBLIC SERVICE BROADCASTER**)and submit the same to the Head of Doordarshan Kendra, Ahmedabad or his nominee next day.
16. The odometer and other essential requirements of the Vehicles should be in working condition as per Rules & Regulations of the R.T.O. Ahmedabad.

17. The vehicle should report for duty with sufficient fuel required to run 250 kms to perform duty at Doordarshan Kendra, Ahmedabad. The operator/owner should be aware of all Rules & Regulations of State, Central M.V. Rules, Traffic rules and other laws etc. The Operator shall ensure that his Drivers are disciplined, smart well mannered with the officers and all the staff of Doordarshan, who are performing journey.
18. The Prasar Bharati, (**INDIA'S PUBLIC SERVICE BROADCASTER**)), will not be responsible for any loss of life or any injury to the driver or to any third party during the deployment of the vehicles at Doordarshan Kendra, Ahmedabad.
19. The Taxi Operator will be responsible for loss or damage or injury to any person or property, programme material, equipments or any other articles or to any member of the staff caused due to negligence of his drivers, or ill maintenance of the vehicles hired by the Prasar Bharati.
20. The supplier shall at all times keep the Prasar Bharati, (**INDIA'S PUBLIC SERVICE BROADCASTER**) indemnified against all claims, actions, proceedings, costs, damages incurred and awarded and compensation agreed in consequence of any breach of all or any of the covenants and warranties here in contained. Penalty will be imposed Rs. 500/- for Late reporting ,Rs.1000/- for poor condition of Vehicles or vehicles below the required model and Rs. 250/- for Driver without uniform.
21. In case of breakdown of the Hired vehicle while under use, the replacement of same type of vehicle will be provided by the owner at the earliest.
22. If the services of the agency whose lowest tender has been accepted is not found satisfactory, the Director, Doordarshan Kendra, Ahmedabad, will have right to terminate the contract of the Agency and then accept next qualified lowest tender for the remaining term without inviting fresh quotations/Tenders.
23. Each Agency will be supplied only ONE tender form.
24. While submitting tender the tenderers are required to quote separate rates for Four Seater Non Ac(Similar INDICA, INDIGO), Eight Seater Non-Ac (Similar, TAVERA) Mahendra utility van, Winger and Sedan Type(with Ac) (**for a period of one year.**)
25. The Tenderers shall submit their tenders by Registered Post, Speed Post or by Courier Service. The tender submitted in person or by hand will not be accepted.
26. The Tender without Earnest money or with incomplete documents will be rejected outright.
27. The tenderer should have registered the firms as per Central Government Transportation/Motor Vehicle Rules.

28. Accuracy of Meters will be checked periodically by any authorized officer of DDK, Ahmedabad and reserves the right to get the meter calibrated and checked at any time at his sole discretion and in the event of any error /fault in the meter being noticed ,the bill for the journey undertaken including those undertaken earlier) would be adjusted , besides any other penal action as decided by Doordarshan will be embossed which may even lead to termination of contract.
29. Dedicated vehicles and drivers must be provided and changes will be allowed only in exceptional circumstances. The vehicles must be made available at any time of any day as desired by the officer concerned.
30. Driver should be in proper uniform, well versed with Ahmedabad routes and places. He should be well behaved and courteous to the passengers. The Drivers should be carrying a mobile phone ,whose number will be communicated to Doordarshan authorities.
31. The vehicles deployed for the contract should not be owned by Doordarshan employees and their dependents , the ownership details of the vehicles to be submitted by the successful bidder before deployment and if there is any contravention of this clause, the contract will be terminated immediately and the Security Deposit will be forfeited.
32. Proforma of Application of tenderer shall include Three Annexures attached herewith as Annexure I, II and III. Annexure III contains details of firm, its registration, Income tax, Service Tax and other financial Services regarding. Further the applicant tenderer shall accept all the conditions mentioned in the tender document under his signature and official seal of his firm. Such acceptance shall be submitted along with the three above mentioned annexures otherwise application is liable to be rejected.

**( D M NAWANI )**  
**AE & Sr. Administrative Officer,**  
**For Dy. Director(Engg.)**  
**Doordarshan Kendra**  
**Ahmedabad**

**PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BRODCASTER)  
DOORDARSHAN KENDRA : AHMEDABAD – 380 054.**

NO: AHM/DD/48(1)/2015/T-Hiring/

Date : 08.09.2015

1. **Tender for Hiring of Vehicles.**
2. Tenderers are required to quote their rates in the prescribed tender form which is enclosed alongwith terms & conditions.(ANNEXURE I & II )
3. The Tender form can be downloaded from our Web site [www. ddgirnar.com](http://www.ddgirnar.com)
4. The cost of tender is **Rs.250/-** (Rupees Two Hundred fifty only).
5. Tender form will be available between **8.9.2015 to 17.9.2015** in office working hours except saturday and Sunday.
5. The Last date of submission of Tender is **24.9.2015** at **3.00 pm**
6. The date of **Opening of tender** is **24.9.2015** at **16.00** Hrs. in presence of tenderers who wish to attend.
6. Pre-Bid meeting will be held in conference Hall ,DDK,Ahmedabad  
On **18.9.2015 at 4 PM.**
7. The Demad Draft for Rs. 25,000/- should be drawn in favour of PB(BCI),  
DDK,AHMEDABAD.

**( D M NAWANI )  
AE & Sr. Administrative Officer,  
For Dy. Director(Engg.)**

**Encls: As above**

**PRASAR BHARATI**  
**(INDIA'S PUBLIC SERVICE BRODCASTER)**  
**DOORDARSHAN KENDRA : AHM EDABAD – 380 054.**

**TENDER NOTICE**

The Dy. Director (E) ,Doodarshan Kendra, Ahmedabad invites tenders in sealed cover in prescribed form for hiring vehicles for Doordarshan Kendra, Ahmedabad. Tenderers, whose office is located within Ahmedabad City , may send their tenders dully filled in to The Dy. Director (E) Doordrashan Kendra Ahmedabad. Blank tender form will be available on payments of Rs. 250/- during 11.00 am to 1.00 PM and 3.00 PM to 5.00 PM on all working days from **8.9.2015 to 17.9.2015**. All the terms and conditions pertaining to this tender are enclosed in tender itself. The last date of receipt of tender by post or by courier to this office is 24.9.2015 upto 12.00 Noon.

Sd/-

**( D M NAWANI)**  
**AE & SR. ADMIN OFFICER**  
**For DY. DIRECTOR (E)**

PRASAR BHARATI  
(BROADCASTING CORPORATION OF INDIA)  
DOORDARSHAN KENDRA : AHMEDABAD – 380054

NO: AHM/DD/48(1)/2015/T-Hiring/

Date : 4.9.2015.

***OFFICE NOTE***

The enclosed herewith Tender Notice may please be put on  
DOORDARSHAN – website –DDGIRNAR from Dt. . **8.9.2015 to 17.9.2015.**

( D M NAWANI )  
**AE & Sr. Administrative Officer,  
For Dy. Director(Engg.)**

**Encls: As above**





**PROFORMA FOR QUOTING RATES FOR HIRING OF VEHICLES**

annex-1(a)

SR. NO	PARTICULARS	NON AC INDICA TYPE DIESEL	NON AC INDIGO TYPE DIESEL	NON AC TAVERA TYPE DIESEL	AC/PETROL SEDAN TYPE DIESEL	MAHINDRA UTILITY TYPE DIESEL	NON AC BUS 20 SEATER DIESEL
A	B	C	D	E	F	G	H
1	Monthly 3000 Kms. 24 HRS						
2	2000 kms Monthly 24 HRS						
3	Monthly 2000 Kms. ( 12 HRS)						
4	2000 kms 20 DAYS						
5	2000 kms 10 DAYS						
6	1000 kms 10 DAYS						
7	1000 kms 5 DAYS						
8	500 kms 5 DAYS						
9	300 KMS PER DAY ( 24 HRS)						
10	250 KMS PER DAY ( 24 HRS)						
11	140 kms per day 14 hrs						
12	120 kms per day 12 hrs						
13	110 kms per day 11 hrs						
14	100 kms per day 10 hrs						
15	90 kms per day 9 hrs						
16	80 kms per day 8 hrs						
17	40 kms per day 4 hrs						
	Additional Rate beyond the prescribed Km.						
	Additional Rate. beyond the prescribed hours						

Bidder may write YES or NO in all the columns of above table and submit with tender. This is compliance whether all the rates are filled up in financial bid or not.

## ANNEXURE II

Statements of Vehicles owned by the Bidder

BIDDER NAME :

COMPANY'S NAME:

Details of 'OWNED' Seven vehicles on or after 1/1/14 & Three vehicles on or after 1/1/15									
SR. NO	REGISTRATION NUMBER	MODEL YEAR	DATE OF REGISTRATION	VEHICLE'S OWNER NAME	VEHICLES TYPE PL.SPECIFY	VALIDITY DETAILS			
						PERMIT	FITNESS	ROAD TAX	INSURANCE
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Declaration: The details as above furnished are correct and true. I undertake to produce Original Documents of the above said vehicles for verification as and when called for.

Signature of the bidder with seal



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SCRUTINY REPORT( TENDER 2015)

SR.NO	PARTICULARS				
1	Whether DD for EMD is attached				
2	Minimum Vehicles as Per T & C is available				
3	Whether office is located with Ahmedabad City				
4	Whether Income Tax and Service Tax certificate is attached				
5	Whether firm registration certificate is attached				

