

V.V. GIRI NATIONAL LABOUR INSTITUTE

Sector – 24, NOIDA – 201301 (UP)

Telephone No.0120-2411533/34/35/38

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Website – www.vvgnli.org

Tender Document for Empanelment of Transporters for hiring of Taxis

Date of Advertisement	-	06.04.2016
Date of issue of Tender	-	
Last date of submission of Tender	-	26.04.2016 by 3.00 p.m.
Date of opening of tenders	-	26.04.2016 at 4.00 p.m.
Cost of Tender	-	₹250/-
Tender form issued to	-	M/s.- ----- ----- -----

The tender envelope should be marked for Tender document for Hiring of Taxis and sealed quotation should be dropped at the tender box kept at the reception of V.V. Giri National Labour Institute.

V.V. Giri National Labour Institute
Sector – 24, Noida

V.V. Giri National Labour Institute invites quotations from the leading Tour & Travels Agencies for empanelment for hiring of taxies. The interested Travel Agencies may submit their tender in the tender box kept in the reception of the Institute within 21 days of issue of the tender.

Administrative Officer

V.V. Giri National Labour Institute
Sector – 24, Noida

Annual contract for empanelment of the agencies for hiring of taxis

Scope of work

The scope of work shall be providing of taxis on hiring basis for meeting of official work in Noida/Greater Noida/Delhi and outside Delhi.

Terms & Conditions

- 1. The agency should have registered with the transport department (enclose copy). The agency which is not registered with the transport department will not be considered for empanelment.**
- 2. The agencies will undertake to provide:**
 - (a) The drivers should have more than 3 years driving experience and valid driving license.
 - (b) Drivers in uniform.
 - (c) Not more than 10 years old vehicles.
 - (d) Vehicles with valid fitness certificates.
 - (e) Vehicles with valid comprehensive Insurance.
 - (f) Vehicles with valid pollution check certificate.
- 3. The agencies are also required to give the following details:-**
 - (a) List of clients during last 3 years
 - (b) Number of Vehicles with ownership details
 - (c) Whether drivers know all Delhi & NCR routes
 - (d) Any other information.
 - (e) The agency should submit a certificate stating that their agency has not been blacklisted by any Govt. Deptt./PSUs/any other organizations.
- 4. The payment to the agency for Hiring of Taxis will be made fortnightly.**
- 5. TDS as per rule will be deducted from the bills.**
- 6. The Institute will pay service tax/any other tax at the prescribed rates from time to time for which the agency should submit service tax No. allotted to them alongwith supporting documents.**

7. The agency shall have to comply with all the relevant labour laws and other laws as applicable.
8. The drivers should be educated, good moral character and have never been convicted for a criminal offence by a Court of Law. The PVRs of drivers should be provided by the transporter.
9. The taxis should be provided in the Institute or any other place so specified well in time. Non providing of taxis well in time will lead to imposing of suitable penalty.
10. The transporters will be empanelled at the rates fixed by the Institute on the basis of the lowest rates received.

11. Validity of the tender

- a. The validity of the tender will be initially for a period of one year which can be extended further on year to year basis but the maximum period will not be exceeded more than three years.
- b. The rates agreed upon shall remain same throughout the period of empanelment.

12. The circumstances in which accepted rates can be enhanced.

- a. During the first year of the initial three years of the contract period, no enhancement would be allowed on account of any reason, whatsoever, including increase in the fuel prices during this period.
- b. However, in the second year of the initial three year's contract period, if the fuel prices increase by more than 10%, (taking fuel prices prevailing as on the date of signing of the Agreement as the base, and the fuel rates prevailing as on last day of the completion of one year from the date of signing of the Agreement), accepted rates for the second/third year would be enhanced as per following table.

For fuel charges increase, percentage enhancement which can be allowed in agreed rates.

Upto 10%	No enhancement
Beyond 10%	<p>i) $\frac{1}{3}$rd of percentage by which fuel charge increased e.g. if fuel charges during the 1st year have increased by 40%, the agreed rates would be enhanced by 10% $(40-10)/3$.</p> <p>ii) If fuel charge have increased by 70%, agreed rates would be increased by 20% $(70-10)/3$.</p>

- **EMD:** The tenderer submitting their quotations for taxies should submit a Demand Draft in favour of V.V Giri National Labour Institute, Noida of Rs.5000/- as EMD.
- **Performance Security deposit:** On Empanelment, the agency should deposit an amount of Rs.5000/- as Performance Security Deposit which will be returned after completion of the contract.
- The agencies should clearly indicate:
 - (a) Charges for extra hours
 - (b) Charges of extra Kms.
 - (c) Night charges
 - (d) Any other charges.

**V.V. GIRI NATIONAL LABOUR INSTITUTE
NOIDA**

A) HIRING OF CABS/TAXIS

i) General Duty

S.No	Name of the Cars	Rate		
		Full day(8 hrs & 80 Kms)	Half Day (4 hrs & 40 Kms)	Double duty after 12 hours
01.	Indica/WagnoR/ Santro (Non AC)			
02.	Indica/WagnoR/ Santro (AC)			
03.	Innova A/C			
04.	Innova Non A/C			
05.	Tavera A/C/Non A/C			
06.	Scropio A/C/Non A/C			
07.	Indigo A/C/Non A/C			
08.	Esteem A/C			
09.	Esteem Non A/C			
10.	Ascent Non-A/C			
11.	Ascent A/C			
12.	Safari/Zilo			
13.	Another vehicle			

ii) Dropping/Picking up

S.No.	Dropping Points	Name of the Car	Rate with AC and Non AC
1.	International Airport		

2.	Domestic Airport		
3.	New Delhi Railway Station		
4.	Old Delhi Railway Station		
5.	Nizamuddin Railway Station		
6.	Outside Delhi for a day and more		

Signature: _____

Name: _____

Name of the Agency (Full Address)

Contact No. (Landline) _____

Mobile No. _____