

TENDER FORM

36th Kerala Science Congress- Government College, Kasaragod

Transportation Arrangements

The 36th session of Kerala Science Congress will be organized by Kerala State Council for Science Technology and Environment (KSCSTE) in association with CWRDM during **8th to 11th February 2024** at Government College, Kasaragod, Kasaragod District, Kerala.

Sealed tenders are invited for hiring **commercial vehicles (A/c, Non A/c) such as Indica, Indigo, Innova, Tavera, Sumo, Traveller, Mini Bus, Bus or any other type of carrier of 14, 19, 25, 49 seaters etc.**, to undertake conveyance/transport of officials and personnel related to Kerala Science Congress from Prospective Contractors/ Owners of such vehicles, having experience in providing commercial vehicles to Central/ State Government Institutions/ Organisations.

Eligible bidders shall obtain the Tender forms/ Bid Documents from the **Assistant Construction Engineer, Construction & Maintenance Wing, CWRDM, Kunnamangalam** on all working days between 21.12.2023 and 09.01.2024 on payment of **Rs.1500/- + GST @ 12 %** or by downloading the same from the web sites www.cwrmd.kerala.gov.in, www.ksc.kerala.gov.in. Completed tender documents have to be submitted along with the copy of the cash receipt of the fee paid as cost of tender documents or along with the Demand Drafts (DD) for **Rs.1500/- + GST @ 12 %** and, a DD for **Rs.10,000/-** (Rupees Ten thousand only) drawn in favour of CWRDM payable at KOZHIKODE towards **EMD**. Exemption of EMD will not be entertained. During opening of the tenders, authorisation by any bidder is not permitted and one bidder can represent only one Firm/ Bidder.

Sealed tenders will be accepted till **1.00 pm on 10.01.2024 at CWRDM, Kunnamangalam, Kozhikode**. The cover should be superscripted with “**TENDER FOR VEHICLE SUPPLY-36th KSC-2024**”. Tenders received after the last date and time mentioned above or without EMD will be rejected. EMD of unsuccessful bidders will be refunded to them only after finalisation of the tender. EMD of the Firm whose Bid is finally accepted will be accounted and will be released only after satisfactory completion of the contract.

INSTRUCTION TO THE BIDDERS

Service to be provided: The bidder should own or lease vehicles registered as commercial vehicles in their names or Firm's name. The proof of ownership or lease holding should be furnished.

The bidder should have experience for similar type of contract of supplying/ providing commercial vehicle to Government Organizations. The proof of experience may be furnished.

BID DOCUMENT

Submission of bid: The Bid should be properly sealed and superscribed as “**TENDER FOR VEHICLE SUPPLY-36th KSC-2024**” addressed to the *Assistant Construction Engineer CWRDM, Kunnamangalam - 673 571*. The Bidder must enclose the DD for **EMD of Rs.10,000/-** as bid security and the copy of the cash receipt of CWRDM for the payment of **Rs.1500/- + GST @ 12 %** or a DD for **Rs.1500/- + GST @ 12 %** drawn in favour of CWRDM payable at KOZHIKODE. PAN number of the contractor should be furnished.

Any bid received after **01.00 pm on 10.01.2024** will not be considered and treated as invalid. If the contractor fails/ neglects any of the obligations under the contract, the security amount furnished by the bidder will be forfeited.

Requirements/ Conditions:

Vehicles are required for the conveyance of officials/ delegates attending the Kerala Science Congress to be held at Government College, Kasaragod, Kasaragod District during 8th to 11th February 2024. Over 1500 participants are expected for the Conference.

Vehicles of different types/ models will be hired during the period between 06.02.2024 to 11.02.2024 for the purpose of Kerala Science Congress, as per requirements to undertake the trips within Kerala/Karnataka. The Centre will terminate the contract in whole, if the contractor fails to provide vehicle on demand within the period/ on time or if the contractor fails to perform any other obligations, under the contract without notice.

All the liabilities under relevant sections of Motor Vehicles Act 1968, IPC and CRPC or any other law in force incurred by the vehicle shall rest with the contractor. The hiring authority (KSCSTE/ CWRDM) shall have no responsibility whatsoever and will not entertain any claim in this regard under the provision of law.

The engagement and employment of drivers and payment of wages to them as per existing provisions of various labour rules and regulations are the sole responsibility of the contractor (provider of vehicle).

Bidders should declare the types/ models and number of vehicles available with them so as to know the capability/ credentials of the firm for providing required number of vehicles.

Vehicles with valid insurance and registered after the year 2018 shall be considered in the bidding.

The Log sheets pertaining to each trip must be closed after the termination of the trip, and it will be verified by the officers concerned and no corrections allowed later.

In case the contracted vehicles leave the State for official purposes in relation to the Kerala Science Congress to be held at Government College, Kasaragod, Kasaragod District during 6th

to 11th February 2024, the tax at the government check post will be paid on production of the original receipt.

Preference will be given to the Government Approved Firms and those having prior experience in supplying vehicles for similar mega events.

No subcontracting/ subletting will be permitted.

The contractor must ensure that the drivers assigned should be neatly dressed preferably in white uniform.

The contractor must ensure that the drivers assigned should avoid picking up unwanted calls while travelling along with a guest/ officer in the vehicle.

The contractor shall assign the job of driving of hired vehicles only to qualified, experienced and licensed drivers and also ensure full responsibility for the safety and security of the officers/ officials travelling in the vehicles as well as store items while running the vehicles by ensuring safe driving. KSCSTE or CWRDM shall have no direct or indirect responsibility arising out of rash and negligent driving which is an offence under section 29 of IPC and any loss caused will have to be suitably compensated by the Contractor. The payment of penalties if any imposed by the Police or MVD should be remitted by the Contractor. Any sources for any cases related with the vehicle are the liability of the Contractor only.

The cost of fuel, lubricants, repairs, maintenance, taxes, insurances, etc. will be the liability of the contractors. The contractor should provide vehicles as and when required.

Services to be provided: The driver shall behave decently and co-operate with the user officers and fulfil duties conforming to the requirements.

Period of Contract: Under normal circumstances, the contract shall be valid for a period from the date of issue of work order till 11.02.2024. However, the term is likely to be extended for further period up to one or two days at the rates, terms and conditions agreed upon.

Duty hours: Any time of the day with minimum 12 hours duty on all days. However, actual duty hours shall be specified by the users which may exceed the above limit.

Reporting Place: Actual place of reporting shall be *Government College, Kasaragod, Kasaragod District/ CWRDM, Kozhikode* or as specified by the Convenor/ Co-Convenor, Transportation Committee, 36th Kerala Science Congress within Kerala. Contact Details : Dr Arun P.R.- 8547463754, Dr Harinarayanan P.- 9447450715, Dr. Hasikh C. – 9747395074, Shri Sasidharan Pallikudiyar- 9447611250, Shri Chandran Kolappadan- 9495710961.

Accuracy of meters: The meter reading should tally with the actual distance run recorded in the log sheet and authorized officer shall have full power to check up its correctness.

Special requirements: Intending bidder must have telephone with contact numbers available round the clock for booking the vehicles for trips any time. Telephone number must be specified in the bid.

The rates may be quoted in the prescribed format enclosed with this tender (ANNEXURE-I).

The tender will be opened at 03.30 pm on 10.01.2024 at CWRDM, Kunnamangalam, Kozhikode.

No additional conditions or requirements from the bidders will be entertained.

Taxes liable to be deducted, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.

Signature of Bidder :

Name of Bidder :

Address :

Date: