



Cement Corporation of India Limited

(A Govt. of India Enterprise)
Core V, SCOPE Complex, 7 Lodhi Road,
NEW DELHI-110 003
CIN-U74899DL1965GOI004322

PHONE:
E-mail: cci_co@ccilttd.in
Website: www.ccilttd.in

NOTICE INVITING E-TENDER (NIT) (Only through e-procurement)

1.0 Online electronic bids through Electronic Tendering System (ETS) are invited from reputed agencies having adequate experience for hiring of Taxi for one year.

The complete set of tender documents is available on websites www.ccilttd.in, www.eprocure.gov.in and www.cci-etender.com of Antares Systems Ltd.

E-TENDER NO.	Tender No. - ND/Admin/ Hiring of Taxi/7(8)/Admin./2021-22/.
MODE OF TENDER	e-Procurement System (Online Part A - Techno-Commercial Bid and Part B - Price Bid) through www.cci-etender.com of Antares Systems Ltd.
Date of NIT available to parties to download	From 28-07-2021 (10:00 hrs.) Till 18-08-2021 (15:00 hrs.)
Earnest Money Deposit	EMD of Rs. 26000/- by online mode through gateway as given in CI-1.0 of Part-II
Security Deposit	All firms irrespective of their nature (whether reg. with NSIC or public sector undertakings) are necessarily required to deposit @3% of the order value in respect of all orders exceeding Rs. 5 lakhs either in form of cash/DD/FDR/BG, in the prescribe format of CCI
Date of Starting of e-Tender for submission of on line Techno- Commercial Bid and Price Bid at www.cci-etender.com	From 28-07-2021 (10:00 hrs.) Till 18-08-2021 (15:00 hrs.)
Date & time of opening of Part-A (i.e. Techno-Commercial Bid) Part-B Price Bid: Date of opening of Part-B i.e. price bid shall be informed separately	18-08-2021 at 15:30 hrs. To be communicated separately.
Validity of bids	60 days from the date of techno-commercial bid opening.

Vendors must visit CCI Website and go through the General Terms & Conditions (GTC) of contract, uploaded in Tender Section of our website. The Vendors are advised to understand GTC and successively submit the various Annexures as given in attached Checklist, as a token of their acceptance of the same.

Manager (Admin)

Note: The tenderers are advised to keep visiting our website till last/extended date of submission/due date of opening of tender for corrigendum /addendum, if any, to the tender.

Checklist

The following documents have to be submitted in online mode along with Techno-commercial and Price Bids of the tender. The Bidder's are requested to visit the website of CCI: www.ccilttd.in and click on "Tenders" tab to view the General Terms & Conditions (GTC) of the contract. Bidders are advised to go through the detailed GTC and successively submit the various Annexure as given in the table below:

S.No.	Item	Yes/No/NA
1	Scanned copy of covering letter (Annexure-1)	
2	Submission of EMD	
3	Scanned copy of duly filled & signed Integrity Pact (Annexure-2)	
4	Copy of GST Registration Certificate and PAN Card	
5	Partnership Deed / Memorandum & Article of Association	
6	Balance Sheet for last 3 financial years	
7	Udyog Aadhar Number (For MSME bidders)	
8	Annexure 3 (Declaration of relation to officer of CCI)	
9	Annexure 4 (unexecuted / present contracts / jobs in hand)	
10	Annexure 8 (Details of orders executed including CCI during the last three years)	
11	Annexure 9 (Declaration letter of having read and understood the GTC)	
12	Order Copies of Last 3 years	
13	Bankers Solvency Certificate (the Bank you deal with)	

Important Instructions for E-procurement

This is an e-procurement event of CEMENT CORPORATION OF INDIA. The e-procurement service provider is Antares Systems Ltd., No.24, 1st Floor, Sudha Complex, 3rd Stage, 4th Block, Basaveshwaranagar, Bangalore-560079.

You are requested to read the tender terms & conditions of this tender before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

1	<p>Process of E-Tender: Registration: (To be done by our service provider M/s Antares System Ltd. at Free of cost) The process involves vendor's registration with Tender wizard e-procurement portal. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. Antares Systems Ltd is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).</p> <p>SPECIAL NOTE: THE PRICE BID AND THE TECHNO-COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.cci-etender.com</p> <p>Vendors are required to register themselves online with www.cci-etender.com → 'Register Me' link. Filling up details and creating own user id and password → Submit. Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.</p> <p>In case of any clarification, please contact CCI/Antares Systems Ltd, (before the scheduled time of the e- tender).</p> <p>Contact person (Cement Corporation of India): 1.Manager (Admin), Email: cci_co@ccilttd.in 2. DGM (MM) mm_co@ccilttd.in</p> <p>Contact person (Antares Systems Ltd): 1. Mr. Pravesh Mani 2. Helpdesk Sr.Exe-CRM Ph: 0804935200 Mobile: 09044314492 Ph: 03346046611 Email:praveshmani.t@antaressystems.com</p> <p>B) System Requirement: Windows 8,10 Professional Operating System, Internet Browser-9,10 &11. Signing type Class 3 digital signature, Java JRE 6 and above</p>
2	<p>(A) Part-A Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.</p> <p>(B) Part-B Price bid will be opened electronically of only those bidder(s) who's Part-A Techno- Commercial Bid is found to be Techno-Commercially acceptable by CCI. Such bidder(s) will be intimated date of opening of Part-B Price bid, through valid email confirmed by them.</p> <p>Note: The tenderers are advised to offer their lowest possible rates taking into account the prevailing market conditions. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However, if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.</p>
3	<p>All entries in the tender should be entered in online Technical& Commercial Formats without any ambiguity.</p>
4	<p>In case of failure to access the payment towards non-refundable fees for any reason, the vender, in term, will not have the access to on line e-tender and no correspondence in this respect will be entertained and CCI will not be responsible for any such lapses on this account. Bidder(s)</p>

	are advised to make remittance of non-refundable fees through separate DD well in advance and verify completion of transaction in respect of non-refundable fees. Vendors are instructed to use Upload Documents link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB. Once documents are uploaded in the library, vendors can attach documents through Attach Document link against the particular tender. For further assistance please follow instructions of vendor guide
5	All notices/corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by CCI. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with Tender wizard (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).
6	The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.
7	E-tender cannot be accessed after the due date and time mentioned in NIT.
8	Bidding in e-tender: a.) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system. b.) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof. c.) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender. d.) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.
9	Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.
10	No deviation to the technical and commercial terms & conditions are allowed.
11	After submitting online bid, the bidder cannot access the tender, once it has been submitted with digital signature
12	CCI has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
13	The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.cci-etender.com of Antares Systems Ltd.
14	The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.
15	The bid will be evaluated based on the filled-in technical& commercial formats.
16	The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, punitive action including suspension and banning of business can also be taken against defaulting bidders.
17	Bidders are requested to read the vendor guide in the page www.cci-etender.com to familiarize themselves with the system before bidding.

For and on behalf of CCI Ltd.

Manager (Admin)

Terms & Conditions :-

1. The contractor shall provide Dehi/NCR registered vehicles (Petrol/Diesel/CNG) of Model 2021. In case of CNG, it should be factory fitted. The vehicle should be compliant to latest standards of pollution control norms.
2. The contract would be for one year at a time, which is extendable by one year, based on satisfactory performance, without any revision of rates.
3. In case additional vehicle is taken by the Corporation as per need basis, the rate shall be as per rate offered in Annexure-B.
4. The vehicle must be made available at any given time and day as desired by the Officer with whom the vehicle is attached.
5. The owner/firm must be able to provide services on All India Basis, if required by the Authority.
6. The vehicle should report to the place of the requirement as per directions of the Authority. There will be no dead mileage, i.e. the Kilo meterage for the purpose of 'Vehicle run' and 'hours of duty' shall be reckoned from the point of reporting for duty and to the point of vehicle released i.e. no claim will be considered from garage to place of reporting & place of release of vehicle to garage.
7. No mileage will be allowed to drivers for lunch / breakfast or for drawl of petrol /CNG etc.
8. The vehicle should be insured comprehensively and should have necessary valid permits from the Transport Department / Authority.
9. All statutory liabilities, arising out of any legal dispute, accidents, breakdown etc. shall be borne/paid by the Firm.
10. The owner/representative of the firm should be available round the clock (24x7 Hrs.) on direct telephone (office as well as residence) so as to respond to the call for vehicle in emergent cases. The Mobile number should also be given.
11. Drivers deputed with the vehicle should bear good character and antecedent, well behaved and neatly dressed in uniforms and should be in possession of a valid Driving License including pollution Control Certificate and should have good knowledge of all roads/routes. Misbehavior of the Driver will be viewed very seriously and CCI reserves the right to impose a penalty of Rs. 500/- for such incidence and the driver should be replaced immediately.
12. The antecedents of drivers to be deployed should be properly verified and their details (name, address, telephone nos. etc.) will have to be provided to this office. In case of change of driver, prior intimation will be required to be given to this Authority and the user.
13. Drivers of vehicle must be provided and maintain Mobile phones with GPRS/Maps, no extra charges would be paid by CCI for the same.
14. Firm should be position to provide stand by Cars within half an hour of reporting to the contractor telephonically during break down/ providing additional car to our visitors. All expenses are to be borne by the firm, in case of breakdown of vehicle supplied.
15. A Penalty of Rs. 500/- per car per day shall be imposed if the transporter fails to provide car on any particular day.
16. For each and every vehicle, the driver is required to maintain a log-book i.e. details of various journeys performed during the day since morning till last duty.
17. No advance payment, in any case, would be made to the firm.

18. A certificate to be produced by the transporter from the competent authority to certify proper status /functioning of the 'Kilometer Meter'.
19. The Taxies / car to be supplied should be in very good working conditions and well maintained during the contract period. The vehicle to be supplied should be excellent mechanically as well as physically i.e. outer body / upholstery etc. should be decent looking.
20. CCI will not be responsible for any challan, loss damage, or accident to the vehicle or to any other vehicle or injury.
21. If the contractor after submission of bid and due acceptance of the same i.e. after the award of contract, fails to abide by the terms and conditions of these tender documents, or fails to complete his contract period or at any time repudiated the contract, CCI Ltd will have the right to forfeit the security deposit.
22. In case of any compelling circumstance, CCI reserves the right to terminate the contract without assigning any reason by giving the contractor one calendar month notice of its intention to do so.
23. If the vehicle does not report at the requisitioned time or is not found in good condition or without proper documents, vehicle may be rejected and sent back. No payment shall be made on account of care so rejected.
24. In case of breakdown of the vehicle the contractor shall provide alternate vehicle of same category failing which the touring executive(s) will be allowed to hire any vehicle and complete the journey and the amount thus incurred shall be recovered from the bill of the contractor.
25. The contractor shall maintain duty slip attached for every trip/requisition. The duty slip should be got signed by the user which would indicate the vehicle number, start and closing meter reading with time and date at the point of starting / ending the journey by the user. It should be ensured that there is no overwriting in the duty slip. In no case duty slip without signature will be accepted for payment unless specially intimated in advance.
26. Firm will be responsible for all statutory compliance.
27. The tender can also be awarded on stand-alone basis as per Price Bid.

Manager (Admn.)

1. Responsibilities of the Contractor / Agency

- 1.1 for any kinds of repairs/maintenance charges, cost of fuel, oil, lubricant, fee towards licenses/ registration taxes such as road tax, permit fee / challan, salary /overtime of the driver, insurance premium etc. shall be the responsibility of the contractor and shall be borne by the contractor all along. The driver to be provided with petty cash / card for the purpose.
- 1.2 The contractor should ensure proper sealing of milometer. CCI reserves the right to get the meter calibrated or checked at any time at its sole discretion. Tempering of meter reading and misbehavior of driver shall be viewed seriously, leading to even cancelation/termination of contract and forfeiture of security deposit. In the event of any error /fault in the meter being noticed, the bill for journey undertaken (including those undertaken earlier) would be adjusted, besides any other penal action.
- 1.3 The cars sent to offices of CCI, on requisition must have all relevant documents like registration book/ driving license/ insurance / Road tax receipt/ Permit for passenger tax / Pollution certificate etc. The vehicle should be licensed and shall have valid permits for running in NCR area such as Gurgaon, Faridabd, Noida, Ghaziabad etc. in addition to Delhi in case of local journey. The vehicle should conform to all Govt. rules and regulation being in force from time to time.
- 1.4 The driver should abide by the rules laid down by transport authority or any authority relevant to the subject and should always strictly follow the Traffic rules and regulations so as to ensure safety of the passenger
- 1.5 The driver should be conversant with the routes and important places for Delhi/NCR.
- 1.6 Compliance of all statutory obligations viz Industrial Dispute Act, workmen's Compensation Act/ESI Act. Contract labour (R&A) Act shall be ensured by the agency.
- 1.7 The agency shall always keep CCI indemnified against any liability due to non-compliance of statutory obligation by the agency or any of its agents/ servants/ driver or for any reason whatsoever, They shall also be responsible for the conduct of their staff.

2. Vehicle Requisitioning & Duty Slip

- 2.1 Booking made by authorized CCI official(s) shall only be considered for purpose of payment.
- 2.2 The agency shall maintain the duty slip as per prescribed format for every trip/ requisition. The duty slip must be got signed by the user, which would indicate the opening and the closing meter reading with time and date at the point of starting/ending the journey by the user. It should ensure that there is no overwriting in the duty slips. Tempering with the contents of the duty slips would be viewed very seriously. In no case duty slip without signature will be accepted for payment unless specifically intimated in advance.

3. Payment Terms

- 3.1** The agency shall submit bills, in duplicate within the first week of each month to the Administration department complete in all respects along with duly slips/logbook and monthly statement of journey.
- 3.2** Payment will be released within a month from the date of submission of the bill.
- 3.3** No advance payment shall be made under any circumstances.
- 3.4** CCI will reimburse toll tax, DND tax, parking charges and state passenger tax wherever incurred enroute journey, on submission of original receipt duly certified by the officer travelled on submission of documentary proof (in original).
- 3.5** Night stay charges for outstation journey shall be paid only if the vehicle is kept beyond 12.00 midnight.
- 3.6** Security deposit shall be deducted from running bills at the rate of 10% of the bill amount after adjustment of the EMD amount, subject to maximum of 5% value of the contract. This SD shall not bear any interest and will be refunded after satisfactory completion of the contract period or extension thereof.
- 3.7** TDS and other taxes as applicable shall be deducted from the bills of agency.

4. Dispute under this contract and Arbitration :

- 4.1** In the event of any question/ dispute breach of or difference arising in respect of the meaning and scope of terms & conditions herein or in connection with any matter under this agreement (except for those matters which are to be decided as per provisions made in these terms & conditions) the same shall be referred to CMD of CCI Ltd for appointment of a sole Arbitrator. There will be no objection if the Arbitrator so appointed is or was an employee of the corporation and whether he had at any time in discharge of his duties as an employee had expressed views on all or any of the matter in dispute or difference or dealt with matter in substance. The Arbitrator shall give award with reasons in respect of each claim, dispute or difference referred to him in the event the value of the dispute(s) exceeds Rs. 50,000/-. The award of the Arbitrator shall be final and binding on the parties to this contract.
- 4.2** Subject to aforesaid the Arbitration and Conciliation Act, 1996 the Rule made there under any statutory modifications thereof for the time being in force shall apply to the arbitration proceedings under this Clause.
- 4.3** The work under this contract shall be continued uninterrupted during the pendency of the Arbitration Proceedings and no payment due from one to the other parties therein shall be withheld on accounts of pendency of such Proceeding unless such payment related to the matters under Arbitration.
- 4.4** The venue of the Arbitration shall be New Delhi or such other place as the Arbitral Tribunal at his discretion made determined.
- 4.5** All matter connected with this shall be governed by the Indian Law both substantive and procedural, for the time being in force and shall be subject to the jurisdiction of Indian Courts at Delhi.

Manager (Admn.)

PRICE BID FORMAT (A/C)

Name of the Contractor :
 Contact No. :
 Address :
 Type of Taxi Permit : National / State/Mandal
 Details of vehicle offered :
 GST Registration . No :
 PAN No. of the operator :
 PAN card copy attached : YES / NO
 Copy of GST Reg. No :

Vehicle required should be (Registered – 2021) on Monthly basis :-

	Description	Qty. (A)	Rate in(Rs.) Per vehicle Per month (B)
1.	<u>For Full day :</u> Hiring of A/C car having more than 1450 CC engine in white colour, Model 2021,with a minimum seating capacity of 1+4,which includes one driver on monthly basis (26 working days) for 12 hours running per day,total run 2500 Kms/month.	01	
	Rate/Km, for excess km running beyond 2500 Km (in a month).		
			Rate in(Rs.) Per Hours Per Vehicle
2.	Charges after 12hrs continuing duty for extra hours.		

Vehicle required should be (Registered – 2020 or 2021) on Monthly basis :-

	Description	Qty. (A)	Rate in(Rs.) Per vehicle Per month (B)
1.	<u>For Full day :</u> Hiring of A/C vehicle in white colour having more than 1100 CC engine with a minimum seating capacity of 1+4,which includes one driver on daily basis for 12 hours running per day total run 80 Kms.	01	
	Rate/Km, for excess km running beyond 2500 Km (in a month).		
			Rate in(Rs.) Per Hours Per Vehicle
2.	Charges after 12hrs continuing duty for extra hours.		

Vehicle required should be (Registered – 2020 or 2021) on need basis :-

	Description	Qty. (A)	Unit Rate in(Rs.) (B)
1.	<u>For Full day : (local journey) 2021-21 model</u> Hiring of A/C vehicle having more than 1200 CC engine with a minimum seating capacity of 1+4,which includes one driver on daily basis for 12 hours running per day total run 80 Kms, vehicle should be registered in 2020 or 21	On need basis	
	Rate/Km, for excess km running beyond 80 Km	On need basis	
	Charges for extra hours after 12 hrs continuing duty .	On need basis	
	<u>For Half day : (For local journey)</u> Hiring of A/C vehicle having more than 1200 CC engine & boot space with a minimum seating capacity of 1+4,which includes one driver on half day (5 hrs.) & 40 Km	On need basis	
2.		On need basis	Rate (Per Km.)
	<u>For Full day (for Out Station Journey)</u> A. Hiring of A/C vehicle having more than 1200 CC with a minimum seating capacity of 1+4,which includes one driver on daily basis		
	B. Hiring of A/C 7 seater vehicle minimum 1450 CC on, as and when required on need basis for local / outstation travel.		
	Out station stay at night (per night)	On need basis	

NB: a) In case extra vehicle is taken by the corporation as per day basis, the rate equated as per day basis, taking into consideration the 26 working days in a month, for more than 8 hrs, shall be paid.

Note:

- 1) Value indicated by the bidder on Total Amount will be the basis for finalizing the L1 bidder.
- 2) GST @ of billing value works shall be applicable if applicable. In case ITC is not available, GST paid shall be recovered. 1% TDS will be deductible from my monthly bills.
- 3) I agree to receive payment through EFT to the bank a/c number.
- 4) I hereby affirm that I have read and understood all the terms and conditions of the tender and agree to abide by the same.
- 5) The above offer is valid for a period of 90 days from the tender opening date.
- 6) L1 shall be derived on overall cost.

Place:

Date:

(Signature of the contractor)