

**CENTRAL WOOL DEVELOPMENT BOARD**

**C-3, Shastri Nagar, Near Shastri Circle, Jodhpur- 342 003**

**Tender Document**

**Name of the Work**

**Hiring of Vehicle (Indigo/Swift Dzire or other similar/Tavera/ Innova or other similar) Car**  
**for field use of CWDB**

**CENTRAL WOOL DEVELOPMENT BOARD**

MINISTRY OF TEXTILES, GOVT. OF INDIA

C-3, Shastri Nagar, Jodhpur, Rajasthan. 342 003

Phone 0291- 2433967 & 2616328 Fax 2439017 [woolindiajodhpur@dataone.in](mailto:woolindiajodhpur@dataone.in)

No. CWDB/ Estt./Staff car/2014/

Dated :

**TENDER NOTICE**

Tender No. CWDB/Estt./Staff Car/2016

Sealed open tenders are invited by Central Wool Development Board for supply of **Indigo/Swift Dzire or other similar type/Tavera/Innova or other similar type** Car on hire to be used for field work as and when required for a period of one year (which on satisfactory services may be extended for further two years).

**Cost of Tender documents:** Rs. 200/-

**Earnest Money:** Rs. 10000/-

**Date of submission of Tender:** 12.08.2016 at 1500 Hours.

**Date of Opening of tender:** 12.08.2016 at 1530 Hours.

Tender document can be downloaded from the website [www.woolboard.nic.in](http://www.woolboard.nic.in) from 21.07.2016 onwards and can be deposited in the office of Executive Director, Central Wool Development Board, C-3, Near Shastri Circle, Shastri Nagar, Jodhpur-342003 upto 15.00 hours of 12.08.2016.

**Executive Director**

## **TENDER FORM**

1. Name of firm:
2. Complete address:
3. Registration No of firm
4. Pan No.
5. Service Tax No. /Certificate etc.
6. Details of Bank A/c (With RTGS Detail)
7. Demand draft No./date (EMD)
8. Experience, if any (credential to undertake similar work with Govt. Deptt.)
9. Other information, if any

Signature of Tenderers



Instructions:

1. The tender Documents will also be available on Website [www.woolboard.nic](http://www.woolboard.nic). This facility is available during above mentioned period and the same can be downloaded and used as Tender Documents for submitting the offer. This facility is available free of cost. However the Demand Draft (**which should be drawn in favour of Executive Director, Central Wool Development Board, Jodhpur**) towards the cost of Tender Document, as prescribed above will have to be enclosed along with the Tender Document, while submitting the same. In case the offer is not accompanied with the valid Demand Draft towards the cost of the Tender Document, as detailed above, the tender will be summarily rejected.
2. The Tender received without prescribed Earnest Money will be liable to be summarily rejected. The Earnest Money Deposit will not bear any interest and the EMD of tenderer would be returned without interest.
3. Tenders completed in all respects and with all documents as stated above should be deposited in the Tender Box kept in the Office of the Central Wool Development Board, C-3, Near Shastri Circle, Shastri Nagar, Jodhpur.
4. The Tenders will be received in the office of the undersigned upto 15.00 hrs. on the date of opening indicated above and will be opened on the same day at 15.30 hrs. in presence of the Tenderers or their authorized representative (submitted authorization letter), who wish to remain present. Tenders duly sealed in the prescribed manner as above can also be sent through Speed Post so as to reach in this office not later than 15.00 hrs. on the aforesaid date. It should be clearly mentioned on envelop that “ Tender for Hiring of vehicle for field use of CWDB.
5. In case the Date of Opening mentioned above is declared Holiday or Bandh on any account the said date shall automatically be substituted by the next working days.
6. If the tenderer (s) deliberately gives wrong information/Credentials/ documents in his/ their tenders and thereby crease (s) circumstances or acceptance of his/their tender CWDB reserves the right to reject such tender at any stage, besides shall suspend the Business for (1 One) year.
7. The bidding firm has to give a self certificate to the effect that it has not been black-listed by any Central/State Deptt., PSU etc.
8. Joint venture firms are not permitted to participate in this tender. Such offer if submitted will not be entertained at all.

Terms & Conditions:

1. The rates are inclusive of salary and other benefit admissible to the Drivers, Fuel, lubricant and other POL.
2. All taxes, duties, incidental charges penalties etc. as imposed by Central/State/Local Govt. bodies for running of vehicles, statutory recoveries on account of income tax and other tax as applicable shall also be made from running account bills. Only Service Tax will be payable extra, as applicable.
3. If the vehicle is not available to the CWDB within two hours of order/any refusal in providing service at local/out side the local area, token penalty of Rs. 1000/- per day will be levied/deducted from bills of contractor.
4. The Contractor shall be completely responsible for safe running of vehicle. The CWDB will not be responsible for any loss, damage, repairs, maintenance or accident to the vehicle.
5. Driver shall get duly signed duty slip of user and same will be enclosed with bill.
6. Payment will be made in the form of cheque, (after deducting taxes etc. as per rule) after submission of duly signed bill alongwith duty slip, copy of RC and other relevant charged bill (Toll Tax/Parking etc.).
7. The vehicle will be having all India permit. No permit charge will be paid by CWDB.
8. The driver should have a valid driving license and the vehicle should be insured against accident etc. as per rules and statutory obligations.
9. The model of vehicle to be supplied will be after **2014**. The Vehicle should be in good fettle always.
10. The contract will be for one year from the date of order and on satisfactory performance may be continued further.
11. The seats of the vehicle should have good and clean cloth covers and the driver should always wear proper white uniform.
12. The vehicle shall move as per the direction of Controlling Officer or other CWDB Official in local/out side the local area as per requirement.
13. Rate per Km will be increased/decreased proportionately, if the market rate of fuel is increased/decreased as per prescribed norms in the quotation.
14. The rates of hire are inclusive of road tax, Govt. levies and other levies and charges for inspection certificates as per statutory requirement from time to time.
15. Toll Tax, Parking will be reimbursed by CWDB against the actual vouchers.
16. The Tenderer should submit experience certificate for carrying out similar work with Government.
17. In case of any discrepancies, the decision of Executive Director, CWDB will be final and binding on both the parties. In case of any legal dispute, the jurisdiction will be at Jodhpur (Rajasthan).
18. The Executive Director, CWDB has right to reject/terminate the contract without assigning any reason.

I/We have carefully gone through the contents/instructions/terms & conditions of the tender documents and agreed upon the same fully.

Signature of tenderers