



कर्मचारी भविष्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
(MINISTRY OF LABOUR AND EMPLOYMENT, GOVT. OF INDIA)  
क्षेत्रीय कार्यालय / REGIONAL OFFICE  
65-ए वॉटर टैंक रोड / 65A, Water Tank Road,  
नागरकोइल / NAGERCOIL – 629 001



(Ph:04652-222385, 222386, 222387 Fax:04652-222383 Web site:epfindia.gov.in)

सं:तना/क्षे.का/एनजीएल/एफ व जी/किराए पर कार/2019-2020

दिनांक: 03.05.2019

### निविदा सूचना

क्षेत्रीय भविष्य निधि आयुक्त, नागरकोइल द्वारा प्रतिष्ठित एवं पंजीकृत ट्रैवल एजेंसियों से मासिक आधार पर भाड़े के लिए 01 (एक) मध्यम आकार की टाटा इंडिगो/मारुती स्विफ्ट डिजायर या समान ब्रांड वाहन (सफेद रंग और मॉडल 2017 या उसके बाद) हेतु मोहरबंद कोटेशन आमंत्रित किए जाते हैं ।

इच्छुक पार्टियों, क्षेत्रीय भविष्य निधि आयुक्त, क्षेत्रीय कार्यालय, नागरकोइल के नाम पर रु.200/- होनेवाली डिमांड ड्राफ्ट द्वारा दिनांक 06.05.2019 से 15.05.2019 तक इस कार्यालय में, सभी कार्यालय दिवसों पर पूर्वा:10:00 बजे से अप:04:00 बजे तक निविदा फार्म और सामान्य नियम एवं शर्तें एकत्र कर सकती हैं ।

मोहरबंद निविदाओं को उपर्युक्त पते पर दिनांक 17.05.2019 को अपराहन 04:00 बजे को या उससे पहले अधोहस्ताक्षरी को पहुँचना चाहिए । निविदाकारों के प्रतिनिधियों यदि कोई हो, जो निविदाकारों का प्राधिकार पत्र रखता है की उपस्थिति में, दिनांक 22.05.2019 को अपराहन 03:00 बजे निविदाएँ खोली जाएंगी ।

निविदा होनेवाली लिफाफे पर 'भाड़े के लिए वाहन हेतु निविदा' लिखा होना चाहिए । अधिक जानकारी के लिए कार्यालय समय के दौरान कार्यालय से संपर्क करें ।

(रौशन काश्यप)  
क्षेत्रीय भविष्य निधि आयुक्त



Fax 04652 222383

Web site: epfindia.gov.in

Telephone 04652 224385 Mail ID ro.nagercoil@epfindia.gov.in

தொழிலாளர்வருங்காலவைப்புநிதிநிறுவனம்

कर्मचारीभविष्यनिधिसंगठन / EMPLOYEES' PROVIDENT FUND ORGANISATION

தொழில் மற்றும் வேலைவாய்ப்பு அமைச்சகம், இந்திய அரசு

(अमऔररोजगारमंत्रालय, भारत-सरकार / Ministry of Labour & Employment, Govt. of India)

துணைமண்டல அலுவலகம்/उपक्षेत्रीयकार्यालय/ Sub Regional Office

65A, வாட்டர் டேங்க் ரோடு/ 65A, Water Tank Road

நாகர்கோவில் 629 001 / नागरकोइल -629 001 / Nagercoil – 629 001

TN/SRO/NGL/F&G/Car Hiring/2019-2020

Dated: 02-05-2019

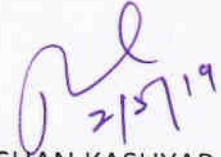
### TENDER NOTICE

The Regional Provident Fund Commissioner, Nagercoil invites quotations in sealed cover from the reputed and registered travel agencies for hiring 1 (One) number of Tata Indigo/Maruti Swift Dzire or equivalent mid-size car (White Colour & Model **2017** or after) on monthly basis for one year.

Interested parties may collect the Tender Form and General Terms and Conditions from the office on all working days from 06-05-2019 to 15-05-2019 between 10.00 A.M and 04.00 P.M. **on payment of Rs.200/- through Demand Draft in favour of Regional PF Commissioner, Regional Office – Nagercoil.**

The sealed Tenders should be sent to the undersigned at the address mentioned above on or before 17-05-2019 at 4.00 P.M. Tenders will be opened on 22-05-2019 at 03.00 P.M in presence of the representatives if any, who holds the authorisation letter of the Tenderers.

The cover containing the Tender should be superscribed as **TENDER FOR HIRING OF VEHICLE.** For further details contact the office during office hours.

  
21/5/19

RAUSHAN KASHYAP

Regional P.F Commissioner-II

**FORMAT OF TENDER**

**Annexure – A**

**TECHNICAL BID**

1	Name, Address & Telephone No. of the Tenderer	
2	Income Tax Permanent Account No. (PAN)	
3	GST No.	
4	Year and Make of the car	
5	Type of Car (Indigo eCS/CS/Maruti Swift, Dzire/Ford Fiesta or equivalent vehicle	
6	Registration No. of the Vehicle	
7	Colour of the Vehicle	

I have read the general terms and conditions of this tender notice and have understood the same. I hereby agree to abide by the General Terms and conditions of this tender notice.

Date:

Name & Signature of Tenderer  
Seal

*and*

FINANCIAL BID

Rate chart per vehicle

SI No	Description	Rate in Rs.
1	Fixed Monthly Charge for run of 1600 KM and availability of 260 hours.	
2	For every extra kilometre beyond 1600 KM per month.	
3	For every extra hour beyond 260 Hours per month	

I have read the general terms and conditions of this tender notice and have understood the same. I hereby agree to abide by the General Terms and conditions of this tender notice.

Date:

Name & Signature of Tenderer  
Seal



### GENERAL TERMS & CONDITIONS

1. Quotation duly filled in, accompanied by necessary documents will be received only upto the time and date mentioned in the notice calling for tender.
2. The Regional P.F Commissioner, Nagercoil reserves the right to extend the date of receipt of quotations or to cancel the Notice calling for tenders.
3. All the rates must be written both in figures and words. Corrections if any shall be authenticated.
4. The make of the vehicle should be the TATA Indigo, Maruthi Swift Dzire/Ford Fiesta or equivalent mid-size car & the model should be 2017 or later. The vehicle should preferably be WHITE/SILVER in colour and must have valid taxi permit to run in the territory of Tamil Nadu.
5. The tenders have been invited under two bid system i.e. Technical Bid and Financial Bid. The interested Agencies are advised to submit two separate sealed envelopes super- scribing "Technical Bid" for Hiring of vehicle and "Financial Bid" for Hiring of vehicle. Both sealed envelopes should be kept in a third sealed envelope super- scribing **"TENDER FOR HIRING OF VEHICLE" to RO Nagercoil.**
6. The vehicle shall be at the disposal of the Regional Provident Fund Commissioner, Nagercoil from the date of signing of contract with the successful bidder.
7. The fixed monthly charge shall include the monthly wages of the driver and the cost of all fuel and consumables.
8. Cost of annual comprehensive insurance of the vehicle and all repairs, major or minor shall be met by the successful bidder only.
9. In the case of any accident/fine due to violation of traffic rules all the claims arising shall be met by the successful bidder only.
10. The vehicle will be kept neat and clean and in perfect running condition and provided with seat covers and other accessories.
11. If the vehicle goes out of order, the successful bidder shall provide a substitute vehicle immediately. In case of failure to do so, the Employees' Provident Fund Organisation would have the right to hire a vehicle on daily basis from the market and the additional cost incurred will have to be borne by the successful bidder.

12. The driver should have a valid driving license, should be neat, disciplined and well-mannered and drive in a safe and professional manner. He shall also keep the vehicle neat and clean and shall observe all etiquette and protocol while on duty. The successful bidder shall provide a mobile phone to the driver at no extra cost to the Organisation.
13. Driver should not be changed by the successful bidder without permission of the Regional Provident Fund Commissioner. However in case a driver's performance/ conduct is unsatisfactory, the successful bidder shall ensure that he is substituted immediately on receiving of a formal complaint from the office of the Regional Provident Fund Commissioner, Nagercoil.
14. The driver shall also maintain neatly and accurately a log book of usage of the vehicle, in the format as prescribed by the Regional Provident Fund Commissioner to be submitted daily.
15. The vehicle shall not be used for any other purpose by the successful bidder after signing of the contract and the Regional Provident Fund Commissioner shall have exclusive rights over usage of the vehicle during the period of contract.
16. The successful bidder shall produce the Original Registration Book, Insurance Papers and Pollution Control Certificate of the vehicle at the time of signing of contract and an attested copy shall be retained by the office of the Regional P.F Commissioner. The vehicle shall also be produced for physical inspection before signing of contract.
17. The vehicle should carry an Organisational Board as designed by the Regional Provident Fund Commissioner, for which no separate payment shall be made. There should not be any names written symbols painted on the vehicle as vehicle will be used for official purpose.
18. The Employees Provident Fund Organisation will not make any payment over and above the rates agreed in the contract. However the rates can be renegotiated in case of an increase in the price of fuel beyond 15% over the price prevailing as on date of signing of the contract.
19. The successful bidder on commencement of contract shall submit the monthly bill after close of every month (in duplicate) with the log book and the bill shall be paid after verification by the office of the Regional Provident Fund Commissioner within 15 days. Any adjustments or recoveries made from the amount claimed in the bill shall be informed to the successful bidder.

20. The successful bidder shall deposit Rs. 5000/- (Rs Five Thousand only) as refundable security deposit (non-interest bearing) in the form of Demand Draft in favour of The Regional P.F Commissioner, Nagercoil which is subject to forfeiture in case of termination of the contract due to failure to abide by the terms and conditions of the contract by the successful bidder.
21. The contract between the Organisation and the Contractor can be cancelled with prior notice of at least 30 days by either party.

  
21/5/19  
Regional PF Commissioner

Accepted the Terms & Conditions.

Signature of the Contractor.

