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NATIONAL LAW INSTITUTE UNIVERSITY

Kerwa Dam Road, Bhopal-462 044, M.P. (INDIA).

TENDER FOR HIRING OF BUSES & TAXI FOR LOCAL TRANSPORTATION FOR 04 DAYS DURING VIRUDHAKA SPORTS FEST

Sealed tenders / quotations are invited by the Registrar of The National Law Institute University, Kerwa Dam Road, Bhopal – 462044 from experienced parties/agencies for Providing 08 Buses (Heavy Motor Passenger Vehicle) and one Taxi for the four Day's "Virudhaka Sports fest" Bhopal.

The tender document down loaded from our website www.nliu.ac.in. Tender documents downloaded from our website should be attached with a demand draft of Rs. 500/ + GST @18% (non-refundable), drawn in favour of "Director, National Law Institute University" payable at **Bhopal** towards the tender document fees, at the time of submission of tender, failing which the tender application shall not be rejected.

In addition, the tenderer/ bidders are also required to deposit an Earnest money (EMD) of Rs.2,000/- (Rupees two thousand Only) by way of demand draft drawn in favour of Director, National Law Institute University, payable at Bhopal. The tender not accompanied with Earnest Money shall be summarily rejected. The Earnest Money of unsuccessful tenderers/ bidders will be returned without any interest/Bank commission/collection charges after the acceptance of the tender / award of the contract.

Sealed tenders addressed to The Registrar, National Law Institute University, Kerwa Dam Road, Bhopal – 462044 may be sent at the Institute's address in the prescribed manner mentioned herein below along with Earnest Money ,duly mentioning on top left hand corner of the sealed envelope "**Tender for hiring Buses & taxis for local transportation during Virudhaka**" must reach office **The NLIU, Kerwa Dam Road, Bhopal – 462044** either by Courier/ Registered Post /Speed Post or by dropping in the Tender box placed at Samadhan Bhawan of NLIU **on 03/10/2022 at 2.30 p.m.**

The Institute shall not be liable for any postal delays what so ever and tender received after the stipulated time/date are liable to be rejected summarily without giving any reason Similarly, incomplete quotations and/or without earnest money and un-signed will be rejected summarily

Cuttings and over-writing(s) should be avoided. The cutting and over-writing must be duly initialled otherwise the quotation is liable to be rejected.

Tender should be submitted in two separate sealed covers. First cover containing, "**TECHNICAL BID**" and the Second cover containing, "**FINANCIAL BID**" should provide only Price, as per the Bill of Quantity. The rates must be quoted in unit price as per **Annexure 'B'**. **Both the covers should first be sealed separately**, and then both the covers should be kept **in a single sealed bigger envelop (along with EMD and Tender cost DD)**. This envelope should be addressed to



The Registrar
National Law Institute University,
Kerwa Dam Road, Bhopal – 462044.

The Envelope should bear the inscription “**Tender for hiring Buses & taxis for local Transportation during Virudhaka**”.

Technical Bid shall consist of EMD for the required amount as per the tender documents and technical details. Leaflets/information brochures (if any) showing the technical and general details of the vehicles offered shall also be enclosed with the Technical Bid. Deviations, if any, from tender specifications, clause-wise and commercial terms and condition should be clearly mentioned in the sheet as specified. The tender form and all annexure and attachments thereto shall be submitted with this bid with each page being consecutively numbered and duly signed by the bidder along with the seal of the Agency.

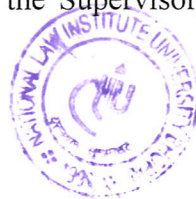
Price Bids envelope shall consist of price details in the given Performa of the tender.

THE TERMS AND CONDITIONS:

1. The vehicle must be having Commercial Number plate must have exemption stickers.
2. Buses must be 52 passengers seating capacity.
3. Taxi should be AC Luxury/ Premium Taxi (i.e., Toyota-Inova).
2. The firm shall have a minimum fleet of 08 Vehicles owned or attached and proof of registration number of vehicles to be attached.
3. All the vehicles supplied to NLIU shall fully comply with vehicle fitness requirements in the State of Madhya Pradesh, and all provisions of the Motor Vehicles Act, 1988 and rules made there under including other instructions/requirements issued/specified from time to time.
4. The Technical Bid shall be opened on 03/10/2022 at **3:00 PM** in the Conference Hall of Samadhan Bhawan, Kerwa Dam Road, Bhopal – 462044. Bidder or their authorized representatives, (not more than one person) may be present at the time of opening of tender, if they so desire. No separate communication will be sent in this regard. In the event of due date being a close day or declared holiday, the due date for opening of the bids will be the following working day at the appointed date, time and venue.
5. The Price Bids shall be opened on the same day or such later date, as may be notified by NLIU.
6. The quotation should be valid for at least up to one months from the date of opening of tender.
7. Bids received by NLIU from various parties will be scrutinize and compiled for L1 rates. Tender is floated for empanelment of agencies for providing local transportation. Parties whichever is interested in working with NLIUI on the compiled L1 rates will be kept in panel for further services.



12. No Vehicle fitted with LPG should be used during the contract.
13. The vehicle must have sufficient fuel to cater the day event, in no case the driver shall ask for the fuel money to the guest.
14. The agency should ensure that taxi shall be neat and clean when use by the NLIU. The vehicles shall be fitted with perfume repellent.
15. The requirement for the no. of vehicle to be hired by NLIU on for four days as per the participations in the Virudhaka sports fest final numbers of the busses to be hired will be mentioned in the works order.
16. The Agency shall obtain adequate insurance cover for the vehicle, his staff and all bonafide passengers of the vehicle supplied pursuant to this tender. Further, the agency shall be responsible for all injuries and accidents to such staff and bonafide passengers including such injuries and accidents which may arise or occur to his employees and/ or the bonafide passengers during the course of performance of the Agency's obligations pursuant to this tender.
20. The driver/ staff deployed by the Agency for driving the vehicles should hold valid driving license and to be in uniform as well, be fit physically and mentally. Medical Fitness certificate for all such staff appointed pursuant to this Tender should be provided at the time of award of tender. The drivers provided should have at least 4 years of prior driving experience.
21. The agency shall be responsible for the good conduct and behaviour of his employees. If any of the Agency's Employees is found misbehaving with the supervisory staff or any other staff member/ guest /student of NLIU, the Agency shall, on receipt of instructions from the Administration or any other Officer designated by the NLIU in this regard, replace such Agency Employee, at the Agency's risk and responsibility.
22. Driver should possess a Cell phone of his own or being provided by the agency to call the event's volunteers/ staff/ officers.
23. The Agency shall issue necessary instruction to his fleet staff to act upon the instruction given by the Supervisory-Staff of NLIU.
24. The Agency shall ensure proper and reasonable precautions during performance of their obligations and in the event of any loss being caused to NLIU on account of negligence/dereliction of duties or performance of their obligations by the Agency or the Agency's staff, the Agency shall be liable to indemnify NLIU for such loss, out of the Agency's insurance cover or otherwise, such loss being quantified after an inquiry comprising of the representative of NLIU and the Agency.
25. The Agency shall not appoint any sub-agency to carry out any obligations under the contract.
26. If the Agency fails to perform its obligations as per the Standard Operating Procedures as enumerated hereto to the satisfaction to the Supervisory Official of NLIU or any



officer nominated by NLIU or on any day in any assigned route, NLIU may, without prejudice to its other rights and remedies, levy a charge of Rs. 500/- or less / more as deemed fit for each day or part thereof. The Agency shall provide an adequate replacement in case any of the vehicles not performed or stopped or failed to run. This will be at no additional expenses to NLIU. This will be in addition to the penalty for non-implementation of or non-performance as per the Standard Operating Procedures as mentioned above. This will also be in addition to the claim of NLIU as mentioned above.

27. The agency shall maintain a Complaint Book which will be made available to the Supervisory Staff of NLIU to redress the complaints of NLIU staff making use of the transport services provided hereunder.
28. Agency shall abide by all applicable laws including labour and welfare Laws (ESI, PF, BONUS, Income Tax, Service Tax or any other extra taxes levied by the Government) the companies Act, etc. and shall adopt all required, Welfare measures for the Agency Employees and discharge all other obligations concerning thereto. The Agency shall furnish adequate proof to NLIU in this regard. It is again clarified that all such responsibilities and obligations, whether specified herein or not, shall be the exclusive responsibility and obligations of the Agency, and NLIU shall not be held liable for such responsibilities/ obligations in any manner what-so-ever.
29. The Agency's staff proposed to be employed by the Agency for performance of obligations as envisaged hereunder shall be subject to screening by NLIU, to ascertain their antecedents, suitability and skills in case asked by NLIU.
30. NLIU reserves the right to ask and require the agency to remove any Agency Employee deployed by the Agency, without assigning any reason/notice therefore.
31. The Agency Employees shall be trained and educated. The Agency shall also undertake at his own expense in consultation with NLIU, a continuous updating of skills and procedure to be followed by the Agency Employees provided to NLIU by organizing suitable training schedules for them.
32. The **EMD of (Rs 2,000/- (Rupees two thousand only))**. The EMD will be refundable after the successful completion of the work The agency shall not be entitled to any claim or receive any interest on the amount of performance guarantee. There is no interest is payable on the deposit. NLIU reserves the right to seize the security deposit (i) if the agency terminates the services without any reason or (ii) for any failure
35. That no right, much less a legal right shall vest in the Agency Employees to claim or to have employment or otherwise seek absorption in NLIU nor the Agency Employees shall have any right whatsoever to claim the benefits and/ or emoluments that may be permissible or paid to the employees of NLIU. The Agency Employees will remain the employees of the Agency and this should be the sole responsibility of the Agency to inform and clarify it clear to the Agency Employees before deputing them on work at NLIU.



36. The Agency shall indemnify NLIU and keep NLIU indemnified against all losses, claims or demands arising out of or due to any acts or things done or purported to be done by the Agency or the Agency employees including but not limited to any claim for employment by the Agency Employees.
37. Contract can be terminated without any notice in case of violation of any clause of the contract agreement such as failure to provide required vehicle, poor quality of vehicles, inadequate or untrained manpower provided or any other violation, wages not paid to the workers or paid less than minimum wages applicable under the Act etc. In case the agency wants to discontinue the work, he will have to serve two months clear notice to the contractee (NLIU) for termination of the contract.
38. In case of any dispute, the matter will be referred to sole arbitrator ship of the Vice Chancellor of NLIU or his nominee and his decision shall be final and binding for both the parties.
39. Any legal disputes will be subject to jurisdiction of Bhopal Courts.
40. The Institute reserves the right to accept or reject any or all tenders including the lowest tender/s without assigning any reason at its sole discretion and the decision of the Institute will be final and binding on all concerned.

[Handwritten Signature]



**Tender for hiring Buses & taxi for local transportation during
“Virudhaka sports fest” for NLIU, Bhopal**

Technical Bid

To be put in a separate sealed cover/ envelop super scribing the wordings TECHNICAL BID”.

1.	Name and address of the agency, Contact person, telephone no, fax, mobile number, email address	
2.	Name and address of the directors/proprietor /partners	
3.	Type of organization (Whether proprietorship, partnership, private limited, limited company) (Attach Documentary Evidence)	
4.	Registration No. of the Agency [Under State Govt. or any other Act.] (Please attach documentary proof)	
5.	Name of Agency’s 5 largest clients, to whom Agency provides similar Services.	
6.	Details of infrastructure in terms of vehicles: Specify no. of vehicles owned Total no of Vehicles company owned Attach proof (Photocopy) of Registration Certificate (RC)	a) _____ b) _____ c) _____ d) _____



8.	vehicles Income tax return for the last three financial years	
9.	PAN No of Agency. (Attach documentary evidence)	
10.	Detail of Earnest Money Deposit Favour of Director, National Law University, payable at Bhopal.	Bank Draft No: _____ Dated : _____ drawn on (name of the Bank) _____ _____ Amount in Rs: _____

Date:

Signature of the Authorized Signatory
with Seal of the Agency/ Firm



**Tender for hiring Buses & taxis for local transportation during
"Virudhaka sports fest" for NLIU, Bhopal**

ACCEPTANCE CERTIFICATE

I.....(designation).....,of (Name of
the Company)..... hereby accept the above-
mentioned Terms & Conditions for providing the Transport Services (LMVs & HMTVs) at NLIU,
Bhopal. I am competent and authorized to give this acceptance on behalf of

M/s.....

Signature
Company Seal

Date:



Price bid

Tender for hiring Buses & taxi for local transportation during “Virudhaka Sports fest” for NLIU, Bhopal

Rates for 52 seaters 08 Buses + 01 Inova for 04 days for local transportation during “Virudhaka sports fest” for NLIU (Bhopal):

S.No.	Type of vehicle	Rate quate for one bus and One taxi for one days 12 hours service for up to 120 KM per day.	Rate of total works 08 buses for 04 days and 01 taxi for 04 days.
1.	Buses (52-Seater long Bus)		
2.	Luxury/ Premium Taxi (i.e., Toyota-Inova)		
Total rate of said work inclusive GST.			

Date:

Signature of the Authorized Signatory with Seal of the Agency/ Firm

