



SOUTH DELHI MUNICIPAL CORPORATION
Office of Dy. Director Education
 South Zone: Green Park: New Delhi-110016
 E-mail id: mcdgreenpark@gmail.com & Contact no. 26561528

**NIT FOR AWARD OF WORK OF HIRING OF BUSES FOR DELHI DARSHAN-
 2016-17 IN SOUTH ZONE-SDMC.**

'TENDER NOTICE'

No: Education/SZ/2016-17/ 6231

Dated: 03/02/2017

Sealed tenders are invited from the eligible vendors on the letter head of their firms for providing bus services on hiring basis for ferrying children and staff for DELHI DARSHAN-2016-17. Offers prepared in accordance with the procedure and terms & Conditions enumerated in this document should be submitted by dropping in a single sealed envelope consisting of two separate envelopes each marked as Technical Bid and Financial Bid, on or before 14.02.2017 up-to 03.00 PM, in tender box, in the office of Dy. Director Education (SZ), 2nd Floor, Room no. 32, Office of Dy. Commissioner (SZ), South Delhi Municipal Corporation, Green Park, New Delhi-110016.

Tender document comprising of tender form, terms and conditions can be downloaded from Municipal Website at www.mcdonline.gov.in > e-tendering. Tender form/documents can be submitted in the prescribed 'format/annexure' along with requisite Earnest Money (mode as detailed in tender form) and Tender fees (Rs 500/- by demand draft/pay order only) payable at Delhi, drawn in favor of Commissioner, SDMC. The tenders will be received and opened in the office of Dy. Director Education (SZ), 2nd Floor, Room no. 32, Green Park, New Delhi-110016, as per following schedule:

Date of issue of Tender	06.02.2017, onwards
Date of Placement of Tender Box at 2 nd Floor, Room no. 32, Green Park, Office of DDE (for submission of bids)	08.02.2017, 11.00 AM onwards
Last Date Of Submission of Tender Documents	14.02.2017, Till 03.00 PM
Date & Time of opening of Qualification bid	15.02.2017, At 11.00 PM
Date & Time of Opening of Financial Bid	15.02.2017, At 03.00 PM

Application of tenders with incomplete documents & without tender fee shall be summarily rejected.

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 Asst. Director Education
 South Zone: Green Park
MANJU KHATRI
 Asstt. Director Education
 South Zone, Green Park
 S.D.M.C., New Delhi- 16

BIDDING CRITERIA, ESSENTIAL PRE-REQUISITES & NATURE OF WORK:

1. The bidder shall have to submit self attested copy of RC's of at-least 05-08 CNG (50 seater) buses which are in the name of owner/company, being primary requirement for participation in NIT.
2. The bidder should be registered with Service Tax Department.
3. The bidder must have an experience of supply of buses on hiring basis to any Government department, in past.
4. The bidder must submit a non-blacklisting certificate on their letter head: that their firm has not been blacklisted by any Govt. Department, in last five years.
5. The bidders are required to submit a self attested copy of Income Tax return of last two financial years.
6. The bidder must have a minimum turnover of **Rs 6.00,000/- (Rs Six lacs)** during each of the last two financial years. Self attested Balance sheets 'audited/duly certified by Chartered Accountant of last two financial years may be attached in support of their claim.
7. The bidder shall submit the **'Technical Bid' and 'Financial Bid'** in separate envelopes by clearly mentioning Technical Bid, Financial Bid & companies name upon each envelope and both the envelopes must be kept in one sealed large envelope.
8. Financial bids of only those companies shall be entertained who will qualify in technical bid.
9. Bidder must submit a Bank Draft/Pay Order in the name of Commissioner-SDMC for an amount of **Rs 500/- (Rs Five Hundred Only)** towards the cost of Tender Fees along with the tender. The same is non refundable.
10. Bidder shall have to submit a Bank Draft/Pay Order/Bank Guarantee in the name of **"Commissioner SDMC"** for an amount **Rs. 6,000/- (Six Thousand only)** towards earnest money along with the tender. Tender received without earnest money shall be summarily rejected.
11. Performance Guarantee amounting to **Rs. 20,000/- (Twenty Thousand only)** in the name of **"Commissioner SDMC"**, in the form of irrevocable Bank draft/Pay Order/Bank Guarantee bond shall have to be submitted by successful bidder within two days of the issue of offer/acceptance letter.
12. Both **Earnest Money and Performance Guarantee shall be 'returned/refunded'**, as the case may be, after satisfactory completion of work however, if the work is not completed satisfactorily, the Earnest money & Performance Guarantee shall be forfeited.
13. Five to Eight buses shall be required per day to go for Delhi Darshan from 9:00 AM each day to till back to the school by 05.00 PM and the tentative days of Delhi

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Darshan shall be in second half of February, 2017. The actual dates shall be specified in Offer letter.

14. The Delhi Darshan shall involve visiting places like Rail Museum, Bal Bhavan, Lotus temple, Gandhi Museum, Kutubminar, Rajghat, Chidiyaghar, Metro Park (near Rithala Station), Zoological Park, Metro Safari, Science Centre, Pragati Maidan, C.R.C., Science Centre R.K.Puram, Akshardham Mandir etc. The maximum coverage shall be of 80 km and 8 hours, in a day with maximum points.
15. All type of parking charges will/shall be borne by the bidder.
16. The above day's timings (i.e. scheduled day timings of Delhi Darshan) are subject to change in the interest of children.
17. It shall be sole responsibility of the bidder to ensure, safety and security of students during the trip and for this purpose one attendant per bus shall be provided.
18. The bidder shall ensure all safety precautions as per directions given by the Transport Authority as well as the Hon'ble Court from time to time.
19. It shall be the responsibility of the bidder to make alternative arrangement immediately, in case of any break down of any bus.
20. Any Challan imposed by Traffic Police for violation of Traffic Rules will be the liability of the bidder.
21. Successful bidder has to submit the bills along with successful completion of work certificate with stamp, from concerned School Principal.
22. After successful completion of work the payment will be made from Non Plan Budget Head of Account D-61/1353.

Financial Bid

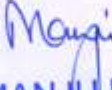
The Bidder should quote the rates for per bus @ per day inclusive of all prevailing taxes, 80 km & 8 hours, parking and any other charges, if any, taken collectively.

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Annexure/Checklist to be submitted by bidder alongwith bid

S.No.	Detail	Remarks
1.	Name of firm/company	
2.	Name and Contact No. of authoursied person of firm/company	
3.	Address of firm/ company	
4.	e-mail id of firm/company	
5.	Self attested copy of RCs of buses	
6.	Registration certificate/No. with service tax department	
7.	Experience certificate of supply of buses on hiring basis to any Govt Department in past	
8.	Self attested copy of Income Tax return of last two financial years	
9.	Self attested (Audited/CA certified) Balance Sheets of last two financial years with minimum turnover of Rs 6.00 la cs during each financial year	
10.	Separate envelopes of Technical Bid and Financial Bid enclosed in one large envelope	
11.	Bank draft/Payorder of Rs 500/- in favour of Commissioner-SDMC on account of Tender fees (Non refundable)	
12.	Bank Draft/Pay Order/Bank Gaurantee of Rs 6,000/- in the favour of Commissioner-SDMC on account of Earnest Money	
13.	Bank Draft/Pay Order/Bank Gaurantee of Rs 20,000/- in favour of Commissioner-SDMC on account of Performance Gaurantee	
14.	Certificate on letter head of firm regarding Non-Blacklisting by any Govt Department, in last five years.	

Sign of firm with stamp


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