

 <p>भा.क.नि. CCI</p>	<p>THE COTTON CORPORATION OF INDIA LTD. (A Government of India Undertaking) Kapas Bhavan, Plot-No. 3A, Sector 10, CBD Belapur, Navi Mumbai- 400 614. Telephone No. 27579217, Web site: http://www.cotcorp.org.in http://www.ministryoftextiles.gov.in</p>	 <p>एचएम का अधिकार</p>
<p style="text-align: center;"><u>Tender Notice</u></p> <p>The Corporation invites sealed Tenders in two bids system from approved Govt. T- Permit travelling agencies situated in Mumbai for Hiring of Light Motor Vehicle Services. Details terms and conditions of the tender can be download from our web site http://www.cotcorp.org.in and http://www.eprocure.gov.in . The last date of submission of tender is 1500 hrs of 26.02.2018.</p> <p style="text-align: right;">DGM (PROTOCOL/IT)</p>		



THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
Kapas Bhavan, Plot-No. 3A, Sector 10, CBD Belapur,
Navi Mumbai- 400 614. Telephone No. 27579217,
Web site: <http://www.cotcorp.org.in>
<http://www.ministryoftextiles.gov.in>



TENDER FOR HIRING OF CAR SERVICES FROM APPROVED GOVT. T- PERMIT TRAVELLING AGENCIES SITUATED IN NAVI MUMBAI.

Sr. No.	Particulars	Page No.
1	Tender Notice	1
2	Eligibility criteria	2
3	Scope of Work, Terms and Conditions	3
4	Declaration	4
5	Check list of documents enclosed	5
6	Financial Bid-II	6

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TENDER NOTICE:

The Corporation invites sealed Tenders in two bid system from approved Govt. T- permit travelling agencies situated in Navi Mumbai for Hiring Car Services.

Sr. No	Particulars of the work	Blank Tender document Cost in Rs.	E. M. D in Rs.	Period
I	Hiring Car Services from approved Govt. T- Permit travelling agencies situated in Navi Mumbai.	NIL	NIL	For one year from the date of work order

1.	Blank tender forms for the said work are available at above address on all working days between 11.00 am to 5.00 p.m up to 23.02.2018.
2.	The tender documents can also be down loaded from the corporation web site i. e www.cotcorp.org.in
3.	The Tender should be placed in envelope: subscribed as "Tender for Hiring Car Services" and should bear the full address of tenderer at left side bottom.
4.	The sealed tenders must be submitted/dropped in the Tender Box placed at 4th floor , The Cotton Corporation of India Ltd., Kapas Bhavan Plot No. 3A, Sector- 10 , CBD Belapur , Navi Mumbai- 400 614. upto 3.00 p.m. of 26.02.2018.
5.	The tenders shall be opened on the same day i.e. 26.02.2018 at 3.30 p.m. in the presence of tenderers who may wish to remain present.

Corporation reserves its right to accept or reject any tender (s). However, the party may seek the reasons for rejection of their tender from the Corporation.

DGM (PROTOCOL/IT)

TECHNICAL BID - I**ELIGIBILITY CRITERIA**

1. Name of the Tenderer/firm/Company.	M/s. _____ Official Address: _____ City: - _____ PIN: - _____ Tel.No. _____ (O) _____ (R) Mobile No. _____ E-Mail . _____																									
2. Registration no./ Certificate for the followings <i>(Self attested Copies of the following must be enclosed)</i>																										
i) PAN from Income tax authority (either in the name of the firm or proprietor.)																										
ii) Valid GST Registration Certificate.																										
iii) Valid Govt. T. Permit.																										
iv) Certificate of registration under the Shop & Establishment Act.																										
3. Registration Certificate for minimum 3 Vehicles. Copy of vehicle registration certificate/RC book to be attested.	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Vehicle No.</th> <th>Make</th> <th>Registration No.</th> <th>Year</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sr. No.	Vehicle No.	Make	Registration No.	Year	1.					2.					3.					4.				
Sr. No.	Vehicle No.	Make	Registration No.	Year																						
1.																										
2.																										
3.																										
4.																										
4 Registration of Travel Agent Company by atleast 10 yrs. From any reputed Company.	Copy of self attested empanelment enclosed.																									
5 Experience The detail of at least one company / firm to whom such services are provided during last one year. (Self attested Copy of work order or Performance Certificate issued by atleast one firm / agency to whom car services is rendered.)	Name& Address of the Agency/firm : _____ _____ Period from _____ to _____																									

Signature of Tenderer

SCOPE OF WORK AND TERMS & CONDITIONS

- 1] Travel Agencies must be situated in Mumbai.
- 2] The car shall be provided only based on confirmation of authorized person of the Corporation.
- 3] The vehicle provided must be in good condition with operating A/C facility.
- 4] The vehicle must reach in time and at appropriate location.
- 5] The driver must have Mobile Number and must maintain good behavior.
- 6] No sub-contracting will be allowed.
- 7] The driver must take the signature of the guest on the Tour Slip for verification of time and kilometers run.
- 8] Service provider should be sole responsible for penalty/damages if any levied by RTO
- 9] Payment will be made on monthly basis within a fortnight of receipt of the bill.
- 10] In case the services provided by the agency are found satisfactory during the contractual period the contract may be extended for further one year on the existing terms.
- 11] In case, the services are not found satisfactory, the Corporation reserves its right to discontinue the services by giving one month notice.
- 12] The Travel Agency should be 10 yrs. Old in providing vehicles to reputed company.

Signature of Tenderer

Declaration on the letter head

Date : __.__.2018

To

**The DGM (Protocol/IT)
The Cotton Corporation of India Ltd.
Kapas Bhavan, Plot No.3A, Sector-10,
CBD Belapur, Navi Mumbai- 400 614**

Dear Sir,

**Sub : Hiring Car Services from approved Govt. T- Permit
travelling agencies situated in Navi Mumbai.**

- 1 I/We have read and understood all the terms & conditions of the tender and other instructions and hereby undertake to abide by them.
- 2 I/We have filled and signed each page of the tender documents and the same are enclosed here with.
- 3 I/We hereby declare that tender documents have been downloaded from CCI website www.cotcorp.org.in and it is submitted in original without any alterations/modifications/deletions/additions. I/we are enclosing tender documents NIL
Bid submitted by us are properly sealed and prepared so as to prevent any subsequent replacement

SIGNATURE OF TENDERER WITH NAME & ADDRESS

CHECK LIST OF SELF ATTESTED DOCUMENTS ATTACHED

Please make tick (√) Mark

1. a. Blank tender document collected from office		Yes		No	
b. Tender document down loaded from web site		Yes		No	
2. Whether the vendor has office in Mumbai.		Yes		No	
3. Registration no./ Certificate for the followings (Self attested Copies of the following attached)		Yes		No	
i)	PAN from Income tax authority (either in the name of the firm or proprietor.)	Yes		No	
ii)	Valid GST Registration Certificate.	Yes		No	
iii)	Valid Govt. T. Permit.	Yes		No	
iv)	Certificate of registration under the Shop & Establishment Act.	Yes		No	
4. Registration Certificate of officer vehicle attested.		Yes		No	
5. Experience The detail of at least one company / firm for whom such services are provided during last one year. (Self attested Copy of work order or Performance Certificate issued by atleast one firm / agency to whom car services is rendered.)		Yes		No	

SIGNATURE OF TENDERER

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Financial Bid-II

Date: _____

To,
The Cotton Corporation of India Ltd.,
Kapas Bhavan, Plot No.3A, Sector-10,
CBD, Belapur
Navi Mumbai- 400614

**Sub : Hiring Car Services from approved Govt. T- Permit
travelling agencies situated in Mumbai.**

Dear Sir,

Reference tender notice invited by the Corporation on above subject, we quote our Financial Bid as under:
BILL OF QUANTITY

Sr. No.	Service Particulars	Swift D'Zire	Etios	Honda City	Innova	Corolla	Any other vehicle
1.	Airport Transfer 4 hours / 55 kms						
2.	Airport Transfer 5 hours / 70 kms						
3.	Local Use for 8 hrs. / 80 kms						
	Extra hour over 8 hrs.						
	Extra kms. Over 80 kms						
	OUTSTATION USE						
1.	Minimum mileage (km) per day						
2.	Minimum charges per day						
3.	For extra km rate per km						
4.	Driver allowance per day						

Note:

1. TDS as applicable will be deducted.
2. Toll & parking charges will be reimbursed on submission of receipt.
3. Payment will be released in fortnight on receipt of bill.

SIGNATURE OF TENDERER