

Karnataka State Minerals Corporation Limited

(Formerly known as Mysore Minerals Limited)

(A Government of Karnataka Undertaking)

Regd. Office: TTMC `A' Block, 5th Floor, BMTC Building, K.H. Road, Shanthinagar, Bangalore-560027

Phone: 22278813/14, Fax: 22213172, website: ksmcl.org

No/KSMCL/248-A/Mech-Hired/LMV/2018-19/1896

Date: 04.10.2018.

e- TENDER INVITATION

KSMCL invites e-tender for providing Cars on Hire basis from registered travel agency.

CALENDAR OF EVENT

Last date and time for uploading of tender in e-Procurement portal	17:30 Hrs on 14.11.2018
Time and date of opening of tenders:(Technical Bid)	At 11:00 Hrs on 16.11.2018
EMD Amount	Rs. 20,000/- (Rupees Twenty Thousand only)

Tender document may be downloaded from e-procurement GOK platform website <https://eproc.karnataka.gov.in>.

Sd/-

Dy. GENERAL MANAGER (Mech)

Instructions to the Tenderers

Karnataka State Minerals Corporation Limited (KSMCL) having Regd office at 5th Floor, TTMC 'A' Block, BMTC Building, K.H. Road, Shantinagar, Bengaluru - 560027 represented by it Deputy General Manager (Mech) invites e-tender for providing Cars on Hire basis.

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Tender document may be downloaded from e-procurement GOK platform website <https://eproc.karnataka.gov.in>. The Interested tenders are requested to register in the e-procurement platform well in advance. Contact for any support in uploading & registration, e-procurement Help Desk: 080-23010900 / 01.

1. Karnataka State Minerals Corporation Limited (KSMCL) (Formerly known as Mysore Minerals Limited) here in after called the "Company" invites e- tenders from eligible Service Providers for providing AC and non AC cars along with Drivers to the office of KSMCL, on daily and monthly contract basis.
2. The Service Providers should not have been blacklisted by any organization in Karnataka for any reason whatsoever. Self-declaration shall be provided.
3. Each Service Provider shall submit only one tender & cost shall be in Indian rupees only.
4. The rates quoted by the bidder shall be fixed during the period of contract.
5. The Service Provider shall be responsible for all the costs associated with the preparation, submission and opening of tenders.
6. The tenders shall remain valid for a period of 120 days from the date of submission of tenders.

7. At any time prior to the last date and time of submission of the tenders, the Company may issue any amendments to this tender document. Such amendment will be published through e-procurement portal.

8. Scope of Service

- a) The Driver shall maintain a log book/trip sheets and enter the timings (opening and closing time) and mileage performed and obtain signature of the Officer/official using the vehicle; In case the regular vehicle is under repair alternate should be provided and the trip sheet shall be given to the replaced vehicle drivers for recording the said particulars.
- b) Vehicle usage conditions:
- i. First pickup point will be defined as the point where the vehicles report for commencement of duty for the Officers/Staff of KSMCL and not the garage of the service provider;
- ii. Last drop off point is defined as the point where the vehicle last drops off the Officer or Staff KSMCL and not the garage of the service provider;
- iii. Chargeable running distance shall be the distance that the vehicle runs during the service period each day noted by meter reading at the first pick up point and last drop off point. No additional distance shall be allowed for reasons of either KSMCL office being away from pick up or drop off point or for reasons of garage of owner / service provider being away from pick up or drop off point.
- iv. Service period shall be defined as the period between the time when the driver reports at pick up point and the time when driver is relieved at last drop off point. No additional time period for reaching the pick up point and period of travel after dropping point shall be counted for service period.
- c) In respect of vehicles on monthly basis any additional mileage beyond the block of 2500 kms or block service period more than 300 hours shall be paid extra at the quoted rates as per agreement.

The block mileage and block services period will be cumulative and inclusive of both local as well as tours outside Bangalore Urban district during a calendar month. However for outstation stays during the month, bata for the driver as per quoted rates shall be additionally payable by KSMCL.

Note: The lowest price quoted by the bidder will be accepted subject to the guidelines issued by GOK as per letter No.1.D,ÀÄE/96/2aÁ±/2012 dt.23/8/12 the information can be obtained at this office.

- d) Drivers should wear clean uniform, be well behaved and courteous and maintain the vehicles in good condition. They should follow the instructions of the officer/official using the vehicle.

- e) The drivers shall carry the identity cards together with an attested photocopy, which in turn shall be attested by a competent officer of KSMCL.

The drivers shall possess a valid driving license and RTO badge authorizing to drive the vehicle and should always carry the driving license and other current documents such as vehicle Registration(Rc), copy of the Insurance, fitness certificate, emission certificate and other requisite documents.

- f) The service provider should ensure the same strictly, otherwise they are responsible for any lapses/ irregularities.
- g) If required, on prior notice of a day, the Service provider shall provide the vehicles with driver on Sundays and Holidays.
- h) The Drivers deputed shall behave with good manners.

9. Earnest Money Deposit (EMD):

- a) The Tenderer shall furnish, as part of tender EMD of Rs. 20,000 (Rs. Twenty Thousand only)
- b) The successful service provider EMD will be converted as Security Deposit and refunded 3 months after successful completion of contract period.
- c) The EMD shall be in Indian Rupees and shall be paid in the e-procurement portal using the following payment modes:
 - Credit card
 - Direct Debit
 - National Electronic Funds Transfer (NEFT)
 - Over the counter (OTC)
- d) Confirmation of receipt of EMD in Banks will be verified. If found that an acceptable EMD amount is not received, the bid shall be rejected at the e-portal.
- e) The EMD amount will not carry any interest.
- f) Unsuccessful bidders EMD will be refunded after the completion of tender process.
- g) The EMD may be forfeited in case of a successful bidder; fails to sign the contract in accordance with tender terms and conditions.
- h) The processing fee fixed by the e-procurement department should be paid separately on e - portal along with EMD.

10. Eligibility Criteria

- a) Tenderer shall have registered travel agency.
- b) Tenderer should have minimum annual turnover of Rs. 8.00 lakhs in any Two years of during the year-2015-16, 2016-17 & 2017-18.
- c) Tenderer should have minimum of 10 cars
 - Owned: 1) Innova- 1 Nos Leased / Hired basis: 1) Innova- 1 Nos
 - 2) Swift D-zire-1 Nos 2) Swift D-zire- 3 Nos
 - 3) Indica- 1 Nos 3) Indica- 3 Nos

- d) Tenderer should have minimum experience of providing hired cars to any one of private /public limited companies or government / government department during last 2 Years 2016-17 & 2017-18.

11. Documents to be uploaded (Technical Bid)

- a) Duly filled Annexure –I
- b) copy of registration from appropriate authority of GOK as Travel Agency
- c) Copy of the Certificate of GST registration.
- d) copy of PAN CARD
- e) Status of firm:
 - I. Individual firm – Registration certificate / GST certificate in name of the firm.
 - II. Partnership firm - Partnership deed
 - III. Private/ Public - Memorandum and Article of Association
Limited Company / Incorporation Certificate
- f) Copy of two Income Tax return filed by the Service Provider during any of the 2 financial/ assessment years during (2015-16, 2016-17 & 2017-18)
- g) Balance sheet and Profit & Loss A/c of the Service Provider audited by a Chartered Accountant of any 2 years during 2015-16, 2016-17 & 2017-18 As a proof of annual turnover of min not less then 8 lakhs.
- h) Xerox copy of Registration Certificate (RC book) & valid comprehensive insurance of vehicles & valid permits owned/ hired by the tenderer of all the 10 nos vehicles.
- i) Minimum experience for having provided hired cars to any one of private /public limited companies or government / government department. Relevant document last 2 years 2016-17 & 2017-18.
- j) Self attested affidavit for the firm is not black listed by any Govt. or Govt. agencies.

12. Financial Bid

- a) The rate should be quoted in e-portal only
- b) The rate shall be inclusive of taxes and Cess excluding GST as applicable.
- c) Rate should be quoted for all categories of cars AC and Non AC Only technically qualified tenders, financial bid will be opened.

13. Evaluation :

The tenders would be checked for their responsiveness by checking

- a) Review of the qualification information as requested the tenderer shall submit requisite documents specified in technical bid for qualification.
- b) To facilitate evaluation of the tenders, the KSMCL may at its sole discretion seek clarification in writing from any Service Provider regarding his tender.
- c) During the process of Technical evaluation KSMCL may see tender to fresh original documents uploaded for verification.

14. Award of Contract

- a) The lowest average rate quoted tender for each category would be considered for award. If not the check would be made for the next lowest rate quoted tender. It would be considered for award and so on.
- b) The lowest rate quoted tender, meeting the qualification requirement would be declared as the Preferred Service Provider and the KSMCL may award the contract as per the Tender bid of the Service Provider or conduct negotiations if need be.
- c) In case the evaluated tender amount of two or more Service Providers are the same, the KSMCL may award the contract to Service Provider based on their past performance, reputation, competence and other factors solely at the discretion of the KSMCL.
 - i. either issue the letter of award to the next lowest responsive and qualified Service Provider by conducting negotiations if need be; or
 - ii. Take up such measures as may be deemed fit at the sole discretion of the including annulment of the tendering process.

15. Contract Period

The contract period will be valid for a period of 1 year from the date of signing of Agreement. The company reserves the rights to extend the contract period for a further period based on the performance and mutual consent.

16. General Terms and condition

a) Definitions:

“**Company**” means The Karnataka State Minerals Corporation Limited (KSMCL) or his authorized representative;

“**Office**” means the transport/car deployed by the Service Provider on hire basis to the Office of the KSMCL

“**Vehicle**” means the car deployed by the Service Provider on hire basis to the office of the KSMCL

“**Driver**” means the driver deployed by the Service Provider for operating the Vehicle;

- b) The Service Provider shall deploy vehicles which have valid fitness certificate, and are duly registered and insured under relevant Government Laws.
- c) The Vehicles offered on hire shall be covered under comprehensive insurance policy along with Personal Accident (PA) cover to the driver and the occupants of the vehicle (as per seating capacity). If PA cover is not there at the time of filing tender papers, it shall be taken before the vehicles are deployed with the KSMCL.
- d) The service provider shall ensure that the vehicles deployed by him are road worthy as per provisions set out in the Motor Vehicles Act 1988.

- e) The Service provider shall provide non-alcoholic drivers who are able to communicate in Kannada/English and with valid LMV license with no physical handicaps, no eye sight problems and no night blindness.
- f) The Service Provider shall submit to KSMCL the list of drivers deployed by him along with medical certificate, personal details such as names of parents, address (temporary and permanent), telephone number if available for record by the KSMCL.
- g) The drivers so deployed shall not be below 18 years . They will perform their duties to the satisfaction of the Company. A representative of the Service Provider will report at least once in a week to the KSMCL representative for co-ordination with the KSMCL
- h) The Service Provider will be responsible to ensure maintenance of office decorum and discipline by the drivers provided by him along with the vehicle. In case of persistent misbehavior of any of the drivers the Service Provider shall provide a replacement, on receipt of complaint by the KSMCL.
- i) The drivers employed by the Service Provider will be in the employment of the owner of vehicle i.e Service Provider only and not of the. KSMCL They will not have any claim what so ever in case of filling of regular posts, if any by KSMCL
- j) The KSMCL shall not be liable for any damages or loss caused to the vehicles hired during the period of agitations, strikes and accidents;
- k) It shall be the sole responsibility of the owner of the vehicles to meet or discharge any liability arising out of the violation of the Traffic Rules and Regulations and Statutory Regulations and all such rules in force.
- l) It shall be the responsibility of the agency to produce at their own cost the drivers, vehicles both before the courts of law and before the police authorities whenever required in case of accidents or any orders, contingencies or any orders or directions of the Judicial or Executive Authorities.
- m) If drivers provided by the Service Provider to the KSMCL are found to be indulging in any undesirable or unfair activities in the Office premises, the Service Provider will solely be responsible for all the consequences, apart from liberty of the KSMCL to lodge a complaint before appropriate authorities.
- n) The tempering of meter reading, vehicle usage timings overwriting of summary / log sheet and misbehaviour of driver while on duty shall be viewed seriously, leading to even cancellation of contract.

17. The Service Provider shall comply with all the requirements of the various applicable law, Acts and Rules and shall obtain required licenses, permissions, and maintain all the registers and documents as required by law and also submit periodical returns as required to the appropriate Authorities. It will also be his responsibility to ensure compliance of any requirement by the KSMCL. The Service Provider shall be solely responsible for any damages, fines or other action due to failure or lapses of any othe accounts.

18. Payment Terms

- a) The Successful Service Provider shall submit his invoice for the month before tenth of the next month. The Service provider shall submit the bill separately for additional vehicles provided for outstation trips and vehicles provided on daily basis if any.

19. Termination of Contract

If the services rendered by service provider are found to be unsatisfactory, even after issue of notices/warnings to that effect, or if the Service Provider does not follow the Terms and Conditions of this Contract. The Contract will be terminated by issue of 15 days prior notice. No claim what so ever would be entertained. The decision of the KSMCL would be final and binding.

20. Jurisdiction

Any dispute arising out of this Contract shall be resolved by making every effort to mutual amicable settlement in the first instance, failing, which the dispute will be subject to Court under Bengaluru Jurisdiction. In case of dispute being referred to the court, the KSMCL shall withhold payments to the Service Provider till the dispute is settled.

21. Assignment

The contract is not assignable on either side.

22. Discretion :

- a) The Managing Director, KSMCL reserves the right of rejection of all or any of the bids and to cancel the tender process at any time prior to the award of contract without assigning any reason thereof.
- b) The Managing Director, KSMCL reserves the right to cancel the bid even after acceptance during the performance of the contract in case of any violation of the terms and conditions or for any other reasons attributed by him.

23. Arbitration :

Any dispute or differences or claim arising out of or in connection with or relating to the present contract or the breach, termination or invalidity thereof shall be referred and settled under the Arbitration Centre – Karnataka (Domestic & International) Rules 2012 , by one or more arbitrators appointed in accordance with its rule.

Annexure-1
Details of the Service Provider

Name of the Service Provider:	
Address with Telephone numbers, Fax number etc:	
Status whether run by an Individual, Partnership Firm, Private company, Public Company:	
ITR returns during any of the 2 financial / assessment years during	2015-16 2016-17 2017-18
Balance Sheet and Profit and loss statement for any 2 years during 3 years	2015-16 2016-17 2017-18
GST NO: PAN NO:	
Contact Person: Name, designation, postal address, e-mail address, phone numbers (including mobile) etc.	
Details of Vehicles	

DECLARATION

I / we do hereby declare that the particulars furnished above are correct and I / we are ready to furnish any other details and original for verification as may be required by Karnataka State Minerals Corporation Limited I / we also declare that I / we shall abide by the terms and conditions of the tenders. I further undertake to provide cars on hire basis if awarded the contract.

Seal of the tenderer

Signature of the tenderer

A. VEHICLES ALONG WITH DRIVERS ON MONTHLY BASIS

(Number of vehicles varies according to the requirement)

CATEGORY-A

(Sl. No.)	Type of vehicle (only Diesel cars)	Particulars
1	Tata Indica car	a. Cumulative Monthly mileage less than 2,500 Kms and service period of less than 300 hours b. Extra Per Km beyond 2500 kms at the rate of Rs c. Extra Per hour beyond 300 hours at the rate of Rs.....
2	Maruthi Swift Dzire / Toyota Etios / LIVA /Tata Indigo CS	a. Cumulative Monthly mileage less than 2,500 Kms and service period of less than 300 hours b. Extra Per Km beyond 2500 kms at the rate of Rs c. Extra Per hour beyond 300 hours at the rate of Rs.....
3	Innova	a. Cumulative Monthly mileage less than 2,500 Kms and service period of less than 300 hours b. Extra per Km beyond 2500 Kms at the rate of Rs... c. Extra Per hour beyond 300 hours at the rate of Rs

Note:- The bidder should quote for all above type of vehicles the average lowest rate quoted by the tenderer will be awarded for this category

B. VEHICLES ALONG WITH DRIVERS ON DAILY BASIS

CATEGORY-B

Sl. No.	Type of vehicle	Particulars
1	Tata Indica car	a. Per day mileage less than 80 kms and service period less than 10 hours
		b. Extra Per Km beyond 80 kms at the rate of Rs
		c. Extra Per hour beyond 10 hours at the rate of Rs
2	Tata Indigo CS/MaruthiDezire/Etios	a. Per day mileage less than 80 kms and service period less than 10 hours
		b. Extra Per Km beyond 80 kms
		c. Extra Per hour beyond 10 hours
3	Innova car	a. Per day mileage less than 80 kms and service period less than 10 hours
		b. Extra Per Km beyond 80 kms
		c. Extra Per hour beyond 10 hours
4	Bata for the Drivers for duty beyond 12 hours	Extra for duty beyond 12 hours

Note:- The bidder should quote for all above type of vehicles the average lowest rate quoted by the tenderer will be awarded for this category

C. VEHICLES ALONG WITH DRIVERS ON OUTSTATION TRIPS

CATEGORY-C

Sl. No.	Type of vehicle	Particulars
1	Tata Indica car	Rate per kilometer. (Min. 300 kms per day)
2	Tata Indigo CS/MaruthiDzire/Eitos	Rate per kilometer. (Min. 300 kms per day)
3	Innova car	Rate per kilometer. (Min. 300 kms per day)
4	Bata for the Drivers for outstation halts or for duty beyond 12 hours	Extra for one outstation halt or for one day's duty beyond 12 hours (night bata)
5	Bata for the Drivers for outstation trips excluding halts or for duty beyond 12 hours	Day Bata per day for out stations.

*The prices shall be quoted should be within the approved price of Govt. order No. 1D. AE/96/2^a A/A/2012, UJA Ag A C EAAP/23-08-2012.

Note:- The bidder should quote for all above type of vehicles the average lowest rate quoted by the tenderer will be awarded for this category