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**Govt. of Jharkhand**  
**Rural Development Department**  
**Jharkhand State Livelihood Promotion Society**



Letter No-JSLPS/DMMU-Godda/NRLM/214/2020-21

Date-08/09/2020

**Tender Call Notice on Limited Tendering Method**

Sealed tenders are invited from registered travel agencies owner for providing different types of vehicle for local and out-station tours & Buses(52/42 seat) for JSLPS DMMU Godda and its different BMMU offices on monthly, daily & fortnightly basis, initially for a period of one year. The detailed term & conditions and prescribed formats for submission of tender are available in the website of JSLPS e.g. [www.jslps.org](http://www.jslps.org), which can be downloaded for use. Interested travel agencies owner may submit their tender in a sealed cover super-scribing as "**Tender for Hiring of Travel Agencies for 2020-21**" to the undersigned on or before 15.30 hours of **24<sup>th</sup> Sep 2020**.

Sd/

**DISTRICT PROGRAM MANAGER**

**Address for submission of Bid:**

DISTRICT PROGRAM MANAGER

Jharkhand State Livelihood Promotion Society DMMU, GODDA,

PariaComplex (1st Floor), Mission Chowk, Bhagalpur Road, Godda, 814133, Mobile No.

9431359499/7764039677

**Copy to the Notice Board of JSLPS-Godda and Website i.e. [www.jslps.org](http://www.jslps.org)**



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**Background:** Jharkhand State Livelihood Promotion Society (JSLPS) under the aegis of Rural Development Department, Government of Jharkhand is an autonomous Society registered under the Societies Registration Act, 1860. JSLPS's mandate is to promote livelihoods amongst disadvantaged communities across the State to reduce the poverty. JSLPS has been designated by the Government of Jharkhand to design and implement the Aajeevika Project of Ministry of Rural Development, Government of India in the State. In this backdrop, the Society requires the services of a Travel Agency for providing travel related services i.e. proving of hiring vehicles on monthly basis, local & outstation travel.

**Objective: - Selection of Travel Agency for providing travel related quality services.**

**A. Scope of Work:-**

1. Provide vehicles like Scorpio, Bolero, Tata Sumo.(both A.C & non-A.C) Commercial Registration/Private Registration Number on monthly as well as for local and out station tours as and when required on hiring basis.

**B. Key requirements:-**

1. A travel agency with a valid GST, registration number.
2. Having experience of minimum one year in the similar field.
3. Agency/personal vehicle owner should have minimum 3-5 nos. of similar types of vehicles in its own possess.
4. The driver of the vehicles should have valid driving license not less than 2 years, should not be rude and careless behavior, knowledge of safety and security, free from any alcoholic- narcotics addition and will not have any past accident history or any pending legal issue against the driver
5. The Travel Agency should have its own operation office at Godda or near by district.
6. Copies of the order received from different govt. agencies/semi govt. agencies during last one year if any.
7. The travel agency vehicle owner shall ensure that the vehicles provided will be free from all types of Govt. levies e.g. Regd. Fee, valid permit, Road Tax, Insurance, Pollution Control Certificate and if any applicable statutory obligation.
8. The Agency can submit their organizational profiles as per the format placed at **Annexure-I**.
9. The agencies debarred/blacklisted from JSLPS or any other organization shall not be taken into consideration.
10. All the pages of the tender documents shall be signed by the travel agency

**C. Other Conditions:**

1. JSLPS will pay only the monthly charges of the vehicle used by the office on monthly basis and in case of tour vehicles payment will be made on per day rent basis as per the price quoted by the bidders.
2. The fuel cost will be reimbursed as per the prevailing market price based on mileage covered during travel period in case of local/outstation travel.
3. The travel agencies will bear all the costs towards driver's payment, driver fooding vehicle & Driver's insurance & its day-to-day maintenance cost etc
4. In case of tour vehicle, the agencies will paid the toll/entry taxes or parking charges etc. and that will be reimbursed by JSLPS DMMU Godda on production of original bills
5. The travel agencies should submit their price as per the format placed at Annexure-II for monthly vehicles ,Annexure-III (A) to Annexure-III (H) for tour vehicles.& for buses
6. The monthly vehicle can be used in all working days and on holidays in case of urgency
7. The normal working hours of monthly vehicles will be from 9 am to 7.00 pm and may be more in



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- certain exceptional cases. But no extra cost will be given.
8. JSLPS will hire the monthly vehicles based on the requirement
  9. In case of break down, the agency will provide a substitute vehicle of same or equivalent make.
  10. The agency shall be fully responsible, in case of any damage of vehicle and/or third party occurred during the travel period.
  11. In case of local and outstation travel, KM coverage will be started from the offices of respected JSLPS DMMU & BMMU office (e.g. GODDA DMMU OFFICE, & CONCERNED BMMU OFFICES) and will be closed at the door step of the officers/guests, who will use the vehicle.
  12. Each bidder shall submit only one quotation for each separate unit/ location & alternative or conditional offer shall not be accepted and the tender will be rejected summarily. But in case of multiple package application the said vendor must have minimum 5-7 vehicle in his own possession.
  13. Tenders received after the stipulated date and time or through email/fax shall not be accepted.
  14. The tender shall be remained valid for a period not less than **45 days** from the last date specified in the tender.
  15. If required, the DMMU will empanel one or more agencies, who will cater the requirement in case of bulk booking or non-availability of sufficient vehicles with any empanelled/selected agency.
  16. The order will be placed with the lowest responsive bidder to supply the vehicles on hiring basis.
  17. If the travel agencies/personal vehicle owner did not execute the order or violate the terms and conditions, the firm will be blacklisted from this organization.
  18. Any effort by a bidder to influence the purchaser in its decision on bid valuation or placement of purchase order may result in rejection of the bidder's offer.
  19. Any legal disputes arising out of this are subject to the jurisdiction of the court located at Godda only.
  20. The tenders shall be opened in JSLPS DMMU Godda Office at 16.00 hours of the last date of submission as mentioned in the advertisement in presence of the bidder(s).
  21. Notwithstanding, anything contained as above JSLPS reserves the right to accept or reject any or all bid (s) and cancel the bidding process at any time without assigning any reasons for such act to the bidders.
  22. The Night hold charges will be payable of Rs.200/- on outstation tour.
  23. Vehicle having Commercial Registration Number.(optional)
  24. If the agency/personal vehicle owner performance is satisfactory then contract may be renew for another 1(One) year with same term and condition.
  25. The travel agencies should submit their price as per the format attached at PACKAGE- 1 for Monthly Basis & PACKAGE- 2 for daily basis 4 wheeler vehicle, Auto vehicle and for Buses.
  26. Evaluation & Supply Order will be made on Package basis and unit office wise. The vendor may be Fill one or more package with Separate Annuxtures

**Issue of Purchase Order.**

- 1) The order will be placed with the lowest responsive bidder to supply the vehicles and may be empanel another 1-2 travel agencies, if they agreed term and conditions accepted by the L1 agency.
- 2) The Purchase order will be issued for one year and may be extended for further Two year on satisfactory performance and mutual agree of both party.

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**Annexure-I**

<b>Organizational Profile of the Travel Agencies.</b>		
Sl. No.	Particular	Compliance
1	Name of the Travel Agencies	
2	Registered Office/residence (Complete Address with Tel./Mob. No. and Email ID)	
3	Name of the Proprietor/Partners etc.	
4	Year of Registration	
5	GST Registration No.	
6	PAN No. of Agency or Proprietor	
7	No. of Vehicles under Travel Agency/personal vehicle owner possession	
8	Type of Vehicles & Registration No.	
9	Turnover during last three years as per Audit , if any	
10	NB: Please enclosed all the relevant documents like Previous order copies, Service Tax Registration No. etc.	

This is to certify that the above information's and figures are based on facts and records and if any deviation noticed at any point of time, the tender shall be cancelled, firm will be blacklisted from this organization and order will be cancelled.

Signature of the Travel Agency  
Business Address  
Name:.....  
Ph. /Mob. No. ....  
Email id:.....  
GST No.....  
Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-1**

**Annexure-II**

**PRICE FORMAT FOR HIRING OF MONTHLY VEHICLES (for DMMU office)**

Sl No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Scorpio (AC)		8	
2.	Scorpio (Non AC)		10	

We agree to provide the hiring vehicles on monthly as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-2**

**Annexure-III (A)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS (for DMMU office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-2**

**Annexure-III (B)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU GODDA SADAR office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-2**

**Annexure-III (C)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU BASANTRAI office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)





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**Package-2**

**Annexure-III (D)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU SUNDERPAHARI office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

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**Package-2**

**Annexure-III (E)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU MAHAGAMA office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-2**

**Annexure-III (F)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU MEHARMA office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



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**Package-2**

**Annexure-III (G)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU BOARIJORE office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)



-----On the letter head of Agency-----

**Package-2**

**Annexure-III (H)**

**PRICE FORMAT FOR HIRING OF VEHICLES ON DAILY BASIS**  
**(for BMMU THAKURGANGTI office)**

SI No.	Type of Vehicle	Vehicle Charges	KM Per One Ltr.	Taxes
1.	Bolero (AC)		8	
2.	Bolero (Non AC)		10	
3.	Tata Sumo (AC)		8	
4.	Tata Sumo (Non AC)		10	
5.	Mahindra Pick UP		10	
6.	Auto		15	
7.	40 Seater NON Luxury BUS		4	
8.	60 Seater NON Luxury BUS		4	

We agree to provide the hiring vehicles on daily basis as per the terms and condition mentioned in the tender documents and rates mentioned above for a period of one year from the date of signing of the contract/receipt of the order from JSLPS DMMU Godda and also agreed that the price will remain unchanged during the period. The monthly charge is inclusive of driver's salary, vehicle maintenance charges etc.

Signature of the Travel Agency

Business Address

Name:.....

Ph. /Mob. No. ....

Email id:.....

GST No.....

Date: ...../...../2020

(Seal of the Travel Agency)