



**Jharkhand State Livelihoods Promotion Society**  
(Under the aegis of Rural Development Department, Govt. of Jharkhand)  
Raja Bangla, Behind Axis Bank, Main Road, Giridih-815301  
Phone No.-06532-250781, Email-giridih@jslps.in Website – www.jslps.org

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Tender No: 597/JSLPS

Date: 16/06/2020

**Tender Call Notice on Limited Tender Method**

Sealed tenders are invited from registered travel agencies for providing 04-Wheelers for local and out-station tours on **daily basis for JSLPS-DMMU Giridih/BMMU Jamua, Dhanwar, Dumri, Deori, Gande, Birni, Bengabad, Sariya, Gawan, Pirtanr & Tisri** and Monthly Vehicle for DMMU Giridih period of one year. Interested agencies/Vehicle Owner may submit their tender in a sealed cover super-scribing as "**Tender for Hiring Tour Vehicle for DMMU Giridih/BMMU Jamua, Dhanwar, Dumri, Deori, Gande, Birni, Bengabad, Sariya, Gawan, Pirtanr & Tisri**" to the undersigned on or before 15.30 hours of **02<sup>nd</sup> July, 2020**.

S/d

**District Program Manager**

**Copy to: Notice Board of DMMU-Giridih/BMMUs of Giridih and website of JSLPS**



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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 or Local Vehicle owner for providing travel related services i.e. proving of hiring vehicles for local & outstation travel on monthly basis & daily basis etc.

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

**A. Scope of Work:-**

1. Provide vehicles 04 Wheelers on as per requirement of our DMMU and BMMU office.
2. Provide monthly vehicle/ tour vehicle.

**B. Key requirements: -**

1. A reputed travel agency with a valid service tax registration number/GST Number of Vehicle Owner or Agency.
2. Agency/Vehicle Owner should have minimum 1 no. (One) of similar type of vehicle in its own possess.
3. 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
4. The Travel Agency should have its own operation office at DMMU or BMMU but for monthly vehicle operational office must be in DMMU Giridih.
5. The vehicle should not be older more than 3 years effective from the date of issue of this tender for monthly vehicle and 6 years for tour vehicle.
6. The Vehicle must be in tip- top condition during travel time.
7. Copy of GST registration no.
8. Copy of Registration certificate of vehicle.
9. The Agency can submit their organizational profiles as per the format placed at **Annexure-I.**

### C. Other Conditions:

1. JSLPS will pay on daily basis/monthly basis as applicable as per the vehicle used for tour respectively as per the price quoted by the bidders.
2. **Tender will be decided on the basis of each vehicle separately. Monthly and Daily use vehicle**
3. **Other vendor may be empaneled on the basis of lowest bidder.**
4. In case of local travel, the minimum hours per day will be treated as 12 hours. In case vehicle will be more than 12 hours in duty, proportionately day charge will be paid and such condition is only applicable for daily basis payment.
5. **The fuel cost will be reimbursed as per the prevailing market price based on mileage covered during travel period on actual running KM.**
6. The night hold charge (Rs 250 Per day) on per day basis vehicle will be payable only if user of Vehicle stays with vehicle.
7. The travel agencies/Vehicle owner will bear all the costs towards Engine Oil , Lubricant, driver's payment, vehicle & Driver's insurance & its day-to-day maintenance cost etc.
8. The agencies/ Vehicle owner will pay the toll/entry taxes or parking charges etc. and that will be reimbursed by JSLPS on submission of original bills.
9. The travel agencies/ Vehicle owner should submit their price as per the format attached at **Annexure-II** for tour vehicles.
10. In case of break down, the agency/ Vehicle owner will provide a substitute vehicle of same or equivalent make without any delay.
11. The agency/ Vehicle owner shall be fully responsible, in case of any damage of vehicle and/or third party occurred during the travel period.
12. In case of local and outstation travel, KM coverage will be started from the respective DMMU/BMMU Office accordingly as per the use of vehicle and will be closed at the door step of the officers/guests.
13. Each bidder shall submit only one quotation & alternative or conditional offer shall not be accepted and the tender will be rejected summarily.
14. Tenders received after the stipulated date and time or through email/fax shall not be accepted.
15. The tender shall be remained valid for a period not less than **45 days** from the last date specified in the tender.
16. The order will be placed with the lowest responsive bidder to supply the vehicles on daily basis or monthly basis as applicable as well JSLPS may empanel other bidder with the same rate who participated in bid subject to lowest responsive bid.
17. If the travel agencies/ Vehicle owner do 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 hirer in its decision on bid evaluation or placement of work 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 Giridih only.
20. The Bid shall be opened in JSLPS Office of Giridih at 16.00 hours of the last date of submission as mentioned in the advertisement in presence of the bidder(s).
21. Contract period may be extended for another year if service found satisfactory during the current period.
22. 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



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**Annexure-I**

<b>Organizational Profile of the Travel Agencies.</b>		
Sl. No.	Particulars	Compliance
1	Name of the Travel Agencies/vehicle owner	
2	Registered Office (Complete Address with Tel./Mob. No. and Email ID)	
3	Name of the Proprietor/Partners etc.	
4	Year of Registration (mandatory for Travel Agency)	
5	GST Number. (Mandatory for Travel Agency)	
6	PAN No. of Agency or Proprietor	
7	No. of Vehicles under Travel Agency possession	
8	NB: Please enclosed all the relevant documents like Previous order copies/GST 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 form this organization and order will be cancelled.

**Signature of the Travel Agency/Owner  
Wingariness Address**

**Name :**  
**Ph. /Mob. No. :**  
**Email id:**

**GST No. :**  
**Date:**

(Seal of the Travel Agency)



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**Annexure-II**

<b>PRICE FORMAT FOR HIRING OF TOUR VEHICLES ON DAILY BASIS</b>			
Sl. No	Types of Vehicles	Vehicle Charges Per day (in Rs) (12 Hours)	Mileage/one Liter(it is fixed for fuel)
1	42 Bus Standard		<b>05 KM</b>
2	52-Seater Standard Bus		<b>04KM</b>
3	Bolero (Non- AC)		<b>12KM</b>
4	Innova/Scorpio (Non-AC)		<b>10KM</b>
5	Tata Sumo ( AC, Non-AC)		<b>12 KM</b>
6	Pick up Van		<b>12KM</b>

**Annexure-III**

<b>PRICE FORMAT FOR HIRING OF VEHICLES ON MONTHLY BASIS for DMMU Giridih</b>			
Sl. No.	Types of Vehicles	Vehicle Charges Per day (in Rs) (12 Hours)	Mileage/one Liter(it is fixed for fuel)
1	Scorpio ( AC/Non-AC)		<b>10 KM</b>

We agree to provide the hiring vehicles for local and out-station tours (within 3 and 6 years old vehicles) 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 and also agreed that the price will remain unchanged during the period.

**Signature of the Travel Agency/  
Vehicle Owner**

**Wingariness Address**

**Name:**

**Ph. /Mob. No. :**

**Email id:**

**GST No:**

**Date:**

(Seal of the Travel Agency)

(On the letter head of Travel Agency)

Draft letter for submission of tender

Ref No. ....

Dated:.....

To

The District Program Manager  
Jharkhand State Livelihood Promotion Society  
Raja Bangla, Behind Axis Bank,  
Main Road, Giridih-815301

Sub:- Submission of Tender for supply of vehicle for Tour

Ref: Your tender No. \_\_\_\_\_ Dated:

Dear Sir/Madam

With reference to the subject cited above, I am to submit herewith the most competitive tender for providing monthly basis vehicle and for local & out station travel on hiring basis as per the terms and conditions mentioned in the tender documents.

The documents enclosed are;

- a) Travel Agency Profile as per the prescribed format in **Annexure-I.**
- b) Rate for Tour Vehicles as per the prescribed format in **Annexure-II .**
- c) Rate for Monthly Vehicles as per the prescribed format in **Annexure-III**

Yours Sincerely,

(Mr. >.....( Name of the Proprietor/Partner)

M/s .....(name of the Travel Agency)

(Seal of the travel agency)