



JHARKHAND STATE LIVELIHOOD PROMOTION SOCIETY



(DMMU, RANCHI)

(Under the aegis of Rural Development Department, Govt. Of Jharkhand)

2nd Floor, Plot No. – 1498, A/3, Airport Road, Hinoo, Ranchi – 834002

Phone No. – 0651-2253513, Email – jslps.ran@gmail.com, Website – www.jslps.in

No: JSLPS/RAN/NRLM/ADMIN-.**389**.

Date: 23-08-2014

Tender Call Notice on Limited Tendering Method

Sealed tenders are invited from registered travel agencies for providing Provide AIR /Rail Tickets timely as per the requirement 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.in, which can be downloaded for use. Interested agencies may submit their tender in a sealed cover super-scribing as “Tender for Providing Train & air tickets 2014-15” to the undersigned on or before 15.30 hours of 8th September '2014 in the above mentioned address.

Sd/

District Program Manager

Copy to: Website & notice board of JSLPS for display



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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. providing of hiring vehicles on monthly basis, local & outstation travel along with booking of air tickets etc.

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

A. Scope of Work:-

1. Provide AIR /Rail Tickets timely as per the requirement

B. Key requirements:-

1. A reputed travel agency with a valid service tax registration number.
2. Having experience of minimum one year in the similar field.
3. The Travel Agency should have its own operation office at Ranchi.
4. Copies of the order received from different govt. agencies during last three years if any.
5. The Agency can submit their organizational profiles as per the format placed at

Annexure-I.

C. Other Conditions:

1. The selected agency will provide air & train tickets and will quote their service charges as per the format placed at **Annexure-II.**
2. Each bidder shall submit only one quotation & alternative or conditional offer shall not be accepted and the tender will be rejected summarily.
3. Tenders received after the stipulated date and time or through email/fax shall not be accepted.
4. The tender shall be remained valid for a period not less than 45 days from the last date specified in the tender.
5. The order will be placed with the lowest responsive bidder to supply the ticket.
6. If the travel agencies did not execute the order or violate the terms and conditions, the firm will be blacklisted from this organization.
7. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
8. Any legal disputes arising out of this are subject to the jurisdiction of the court located at Ranchi only.
9. The tenders shall be opened in JSLPS Office at 16.00 hours of the last date of submission as mentioned in the advertisement in presence of the bidder(s).
10. 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
11. No service charges will be paid on non-confirmed tickets.



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Annexure-I

Organizational Profile of the Travel Agencies.		
Sl. No.	Particulars	Compliance
1	Name of the Travel Agencies	
2	Registered Office (Complete Address with Tel./Mob. No. and Email ID)	
3	Name of the Proprietor/Partners etc.	
4	Year of Registration	
5	Service Tax Registration No.	
6	PAN No. of Agency or Proprietor	
7	Name of the Govt. or any other Institutions to whom Ticket supplied earlier	
8	Year and Period of Supply (Monthly)	
9	Approx. Bill per Year	
10	Service Taxes Deposited Till	
11	Turnover during last three years as per Audit , if any	
	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 form this organization and order will be cancelled.

**Signature of the Travel Agency
Business Address
Name:**

Ph. /Mob. No.
Email id:.....
Service Tax No.....
Date:

(Seal of the Travel Agency)



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Annexure-II

PRICE FORMAT FOR PROVIDING AIR/TRAIN TICKETS TO JSLPS			
Sl. No.	Type of Services	Amount (Rs.)	Service Taxes if any (%)
1	Service Charges of booking of one one-side Air ticket, excluding the price charged by the respective airlines		
2	Service Charges for cancellation of booking of one one-side Air ticket, excluding the price charged by the respective airlines		
3	Service Charges of one General E-Booking of Train tickets excluding the price charged by the Indian Railways.		
4	Service Charges of one General Counter Booking of Train ticket excluding the price charged by the Indian Railways.		
5	Service Charges of one Tatkal E-Booking of Train ticket excluding the price charged by the Indian Railways.		
6	Service Charges of one Tatkal Counter booking Train ticket excluding the price charged by the Indian Railways.		
7	Service Charges for cancellation of one Train tickets (general/Tatkal)		

We agree to provide the above tickets as and when required as per the service charges 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
Business Address
Name:

Ph. /Mob. No.

Email id:.....

Service Tax No.....

Date:

(Seal of the Travel Agency)

(On the letter head of Travel Agency)

Draft letter for submission of tender

Ref No.

Dated:.....September'2013.

To

The District Program Manager
Jharkhand State Livelihood Promotion Society
District Mission Management Unit
2nd Floor,plote no.1498,A/3 .
Airport Road,hinoo
Ranchi

Sub:- Submission of Tender for supply of Air and Train ticket.

Ref: Your tender No. _____ Dated

Dear Sir,

With reference to the subject cited above, I am to submit herewith the most competitive tender for providing services for booking of Air & Train tickets 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 Service Charges for booking/Cancellation of Air/Train Tickets in **Annexure-II.**

Yours Sincerely,

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

M/s(name of the Travel Agency)

(Seal of the travel agency)