



**National Institute for Empowerment of Persons
with Multiple Disabilities (NIEPMD)**

(Dept. of Disability Affairs, Ministry of Social Justice & Empowerment, GOI)

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NIEPMD/ Pur4 (09)/2014-15

Date: 23rd Dec 2014

To,

All Reputed Agencies

NOTICE INVITING TENDER FOR HIRING OF TAXIS ON DAILY BASIS

NIEPMD is established at Chennai, Tamilnadu by Government of India to serve as a National Resource Centre to provide various services to Persons with Multiple Disabilities. The institute is intends made Annual Rate Contract for hiring of Taxies on daily requirement basis.

Sealed quotations are invited from registered transporters / Taxi operators within Chennai for hiring of vehicles for the use of this office on daily need basis for the local journey / outstation journey etc. The said contract will be awarded initially for a period of one year from the date of approval of contract, which may be extended at the discretion of the NIEPMD authorities for further period of two years based on previous performance.

The contract will be governed by the following terms and conditions:-

- (a) The bidder should be a reputed firm/Contractor for providing the services of Taxis with an experience of atleast 2 years for providing the said services in Government Offices / Public Undertakings.
- (b) Bidder should provide certificates of firm registration, PAN No. and Service Tax registration. (Proof to be attached).
- (c) The tenderer must have a well-established Office located within a radius of 10 kms. From NIEPMD, Chennai. (Proof to be attached)
- (d) The rates quoted in response to the tender notice will remain unchanged till the current year of the contract. In case of extending the contract further it can be revised on the discretion of NIEPMD authorities.
- (e) The firm shall be responsible for providing the required number of vehicles at any time, even at short notice. The services should be available round the clock. The firm must have a 24 hours working telephone system so that the requirement of vehicle can be met at short notice at odd hours on holidays. The drivers should have mobile phones so that they could be contacted on requirement.
- (f) The drivers of the vehicle should have valid driving license from the appropriate authority and be well experienced, well-mannered and punctual.
- (g) Actual parking charges/toll taxes/entry taxes/inter-state taxes for journeys/service taxes will be reimbursed along with the hiring charges bill. The bills raised by the firm should have all tax registration numbers printed on the bills.
- (h) The Office reserves the right to cancel the contract, at any time, without assigning any reason.
- (i) No compromise will be made by the Office towards punctuality, cleanliness, obedience, promptness, behaviours etc. If the tenderer, at any point of time during official duty, fails to perform duties, as directed by the Office, the contract will cancelled without any notice by the Office.
- (j) Payment of hiring charges will be made within 30 days after submitting the bills. The bills for the use of vehicles, accompanied by duty slips duly signed by the user with original receipt of parking / toll / entry fee etc. may be submitted to office on weekly basis.

- (k) The tenderer must enclose a signed copy of the terms and conditions stipulated for award of the contract, conveying his as an unconditional acceptance of all the terms & conditions.
- (l) The compensation, connected expenses and legal disputes between the firm and the staff deployed and any unforeseen casualty shall be borne/paid/settled by the firm and the office in no way shall be party to the disputes and will have no liability on this account. It is also the firm's liability to provide wages etc. and follow other statutory obligations as per extant rules.
- (m) The disputes emanating from the contract shall be adjudicated through the sole arbitration of The Director, NIEPMD, Chennai.
- (n) The vehicles hired under this contract shall not be used for any other purpose during the period of hire time.
- (o) The office reserves the right to accept or reject any quotation in full or part without assigning any reason thereof. The decision of this office in this regard shall be final.
- (p) No advance payment, in any case, would be made to the firm.
- (q) The vehicle with the driver should be placed at the disposal of NIEPMD as and when required. NIEPMD would be free to use the hired vehicle in any manner for carrying officials, materials etc. as per its requirement and the firm will not have any objection to it.
- (r) Legal disputes, if any, arising during period of the contract, will be under Chennai court jurisdiction only.
- (s) Any losses or injuries due to road accident etc. arising during the course of engagement of the vehicles for the services to NIEPMD, shall be handled fully by the service Provider, NIEPMD or its users will not be involved in any manner and any liabilities arising out of such accidents will be the responsibility of the Service provider alone. The bidder / service provider shall be bound to render complete indemnity to the NIEPMD / NIEPMD users against any liability - criminal or civil arising on account of hiring taxis by NIEPMD.
- (t) NIEPMD will not be responsible for any challan, loss, damage on accident to the vehicle on to any other vehicle or injury.
- (u) In case of breakdown of the vehicle on non-availability on driver, the firm must provide replacement immediately at its own cost.
- (v) The Service Provider should ensure that vehicles provided for hire must be registered under Taxi quota only. Under no circumstances vehicle registered against private quota should be provided.

Terms and Conditions:

- The words "**QUOTATION FOR HIRING OF TAXI**" may be mentioned in bold letters on the top of the sealed envelope and send by speed post or courier only.
- The agency may send its competitive quotes in a **Sealed Envelope** address to the **Director, NIEPMD** at Chennai on or before **12th Jan 2015.**

Yours faithfully,

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S. Sankara Narayanan
Deputy Registrar (Admin)

Rate for Daily / Need Basis for –

Sl. No.	Particulars	Indica (AC)	Tavera (AC)	Indigo (AC)	Etios (AC)	Innova (AC)	Mazda (AC)	Sumo (AC)	Tavera (Non AC)	Sumo (Non AC)	Xylo (AC)
01	Rate for 50 Kms & 5 Hrs. of duty										
02	Rate for 100 Kms. & 10 Hrs. of duty										
03	Charges for extra per Kms beyond 50 Kms /100Kms.										
04	Charges for extra Per hour of duty beyond 06 hrs. / 12 hrs.										
05	out of Station Journey (per km.) + other charges, if any. (Rate per Km & Other charges to be indicated separately)										

Note:- For extra charges either extra Kms. Or extra Hours shall be taken into consideration, not both at the same time.

Signature of Bidder