



Municipal Corporation Shimla

No. MCS/COMM/CHO/18-749

Dated: 15-05-2018

TENDER NOTICE FOR HIRING OF 4 BIG TIPPERS VEHICLES FOR USE IN GARBAGE TRANSPORTATION

Sealed tenders are invited from reputed transporters/fleet owners having capacity to supply 4 (Four) number of vehicles on hire basis for the use of Garbage Transportation for a period of Two years on contract/outsourcing. Last date for submission/receipt of tender(s) is **07/06/2018** at **10:30 AM** Hrs., which will be opened by the Tender Committee in the presence of tenderers or their authorized representatives on the same day at **11:00 AM** Hrs. in the Office of Municipal Corporation Shimla. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time but the tender box will be sealed on same day and time, as scheduled above. The tenders received after the above said scheduled date and time will not be considered. No tender by FAX will be entertained.

Interested parties are required to pay Earnest Money Deposit (EMD) of Rs. 10,000 (Rupees Ten thousand) as bid processing fees and Rs. 5,00,000 (Rupees Five Lakhs Only) as performance security by successful bidder. EMD shall be made in the shape of Demand Draft (DD) in favour of Commissioner, Municipal Corporation Shimla payable at Shimla. The Performance security shall be furnished in the form of account payee demand draft or duly pledged fixed deposit receipt or Bank Guarantee from Nationalized Bank. The Municipal Corporation Shimla will not be responsible for delay in transit/damage/loss of bid documents sent by post. Tender document may be downloaded from the website www.hptenders.gov.in . For more information, please visit www.shimlamc.org.

Bidding Process	Bidding System	
Date of Online Publication	15-05-2018	5:00 PM
Document Download Start Date	15-05-2018	5:00 PM upto
Document Download End Date	07-06-2018	10:30 AM
Bid Submission Start Date	15-05-2018	5:00 PM upto
Bid Submission End Date	07-06-2018	10:30 AM
Physical Submission of EMD and Cost of Tender Document	07-06-2018	Upto 10:30 AM
Date of Technical Bid Opening, Evaluation of Technical Bid followed by Opening of Financial Bid.	07-06-2018	11:00 AM

The Municipal Corporation, Shimla reserves all rights to accept or reject the tender at any stage without assigning any reasons.

-Sd-

Commissioner
Municipal Corporation Shimla

MUNICIPAL CORPORATION SHIMLA



TENDER DOCUMENT

NAME OF WORK: **HIRING OF 4 BIG TIPPERS VEHICLES FOR USE IN
GARBAGE TRANSPORTATION.**

Cost of Tender/Bid Document:-Rs. 500/-

Due Date of Opening:-07/06/2018

Contract Period:- 24 Months (2 Years)

**Corporation Health Officer
Municipal Corporation
Shimla.**

May,2018.

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Interested parties are required to pay Earnest Money Deposit (EMD) of Rs. 10,000 (Ten thousand) as bid processing fees and Rs. 5,00,000 (Five Lakhs Only) as performance security by successful bidder. EMD shall be made in the shape of Demand Draft (DD) in favour of Commissioner, Municipal Corporation Shimla payable at Shimla. The Performance security shall be furnished in the form of account payee demand draft or duly pledged fixed deposit receipt or Bank Guarantee from Nationalized Bank. The Municipal Corporation Shimla will not be responsible for delay in transit/damage/loss of bid documents sent by post. Tender document may be downloaded from the website www.hptenders.gov.in . For more information, please visit www.shimlamc.org.

The prospective bidder may quote the rates in the format prescribed below. Bidder shall quote the rates in Indian Rupees for the entire contract on a 'single responsibility' basis such that the Tender price covers contractor's all obligations mentioned in or to be reasonably inferred from the Tender document in respect of the hiring of vehicles **at Municipal Corporation Shimla**. Incomplete or conditional tender will be summarily rejected. Late bids will also not be entertained.

PRICE BID

S.No.	Make/Model of the Vehicle [TATA 1613-TC with Hydraulic Jack (Tipper) or its equivalent having capacity to carry garbage 7 tonne or above]	Rate for plying Vehicle (8 hours per day/2000 kms per month. (in words and figures)
1.		
2.		
3.		
4		

***Note:** Rate in case vehicle used more than 8 Hours per day and 2000 kms per Month will be paid on Pro-rata basis.

(Rate are inclusive of GST and other Taxes)

During the period of contract, the rates will not be revised every time with the revision of any taxes by the Government of Himachal Pradesh or by the Government of India. The prospective bidder may quote the rates accordingly taking into consideration of this aspect. The columns shall be clearly filled in ink legibly or typed. The tenderer should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tenderer shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is not possible.

No blanks should be left which would be otherwise made the tender liable for rejection.

TERMS AND CONDITIONS FOR HIRING OF 4 BIG TIPPERS VEHICLES FOR USE IN GARBAGE TRANSPORTATION

1. The contract period shall be of 24 months (Two Years) which may be extended upto 1 year subject to satisfactory work performance and mutual consent of both the parties.
2. The contractor shall deposit Bid Security (EMD) for an amount of Rs. 10,000 (Ten Thousand) in the shape of Demand Draft (DD) in favour of Commissioner, Municipal Corporation Shimla payable at Shimla.
3. The Bid Security will be forfeited in the following conditions:-
 - i. If at any stage, any of the information/declaration given by the bidder is found false.
 - ii. If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
 - iii. In case of any lapse/default in honoring of the terms and conditions at any stage after submitting the tender.
 - iv. In case of final selection of bidder, if he fails to enter into the contract or fails to furnish Performance Security in accordance with the terms and conditions of the tender.
4. The firm whose tender is accepted shall deposit Performance Security for an amount of Rs. 5,00,000 (Rupees Five Lakhs Only) in the form of account payee demand draft or duly pledged fixed deposit receipt or Bank Guarantee from Nationalized Bank in the favour of Commissioner, MC Shimla payable at Shimla within 7 days from the date of issue of offer of work order by the Department. No interest will be payable on this amount. The contract will be signed only after furnishing the Performance Security. In case of breach of contract by the contractor, the Performance Security shall be forfeited by the Municipal Corporation Shimla and the firm shall be blacklisted in addition to the termination of the contract.
5. Minimum annual turnover of Rupees Twenty Five Lacs each for any two years in the last three financial years (i.e 2015-16, 2016-17 and 2017-18). Certified copy of Income Tax statement as a proof to be submitted alongwith bid document.
6. The rates quoted above includes Vehicle Charges, Fuel Charges, Driver Salary and overall expenses for the operation and maintenance of vehicles.
7. All the vehicles must equipped with any cover while transporting the garbage.
8. All the vehicles must be equipped with GPS system and user name and password must be shared with Designated officer of MC Shimla for proper monitoring and surveillance.

The monthly data of GPS enabled vehicles will taken for the payment of Bills raised by Concerned firm/company.

9. The Contractor will have to provide the replacement of Driver in case of any eventuality. The Department has the right to ask the Contractor for removal of any Driver, who is not found competent or disciplined.
10. The vehicles should be in good running conditions and should not be older than 2 years from the date of registration. In case of providing vehicles older than two years, Rs.1000/-(Rupees One Thousand only) shall be charged per day as penalty. The body of the vehicle may be painted as directed by Commissioner, MC Shimla time to time.
11. In case of breakdown of any vehicle, the contractor shall replace the breakdown vehicle within one hour failing which Rs.10,000/-(Rupees Ten Thousand only) shall be charged per day as penalty.
12. The contractor shall provide names, addresses of the drivers along with their driving licence number and copies within 7 days of the award of the contract.
13. The contractor shall not employ any person who has not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various Labour Laws/Acts/Rules like Minimum Wages, EPF, ESI, Bonus, Gratuity, Contract Labour Act and other Labour Laws/Acts/Rules in force from time to time at his own cost. In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Contractor, there will not be any liability on the Department of MC Shimla.
14. The Department will be under no legal obligation to provide employment to any of the personnel of the contractor after expiry of agreement period and the Department recognizes no employer-employee relationship between the Department and the personnel deployed by the contractor/agency.
15. Any person who is in Government service or an employee of this Department should not be made partners to the contract by the contractor directly or indirectly in any manner whatsoever.
16. The contractor shall indemnify the Department against all other damages/charges for which the Government/Department may be held liable or pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof. The Department shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the course of performing the duties.
17. Vehicles provided by the contractor should bear commercial Registration Numbers and should have comprehensive insurance and Drivers so provided with the vehicles shall have commercial HMTV Driving Licence and Badges.
18. The vehicles should conform to the Pollution norms prescribed, if any, by the Transport Department of Government of Himachal Pradesh or Government of India.
19. The contractor shall provide vehicles at same rates quoted in which number of vehicles may be increased/decreased as per need based requirement of the Department within contractual period.
20. The vehicle and Driver shall remain available all the time as per Duty Roster and shall not leave place of duty without prior permission.

21. The contractor shall be responsible for total maintenance of the vehicles provided by him. All the vehicles provided should be in good running condition and should not be more than two years old.
22. Operation and function of vehicles and Drivers shall be governed by Motor Vehicles Act/Motor Vehicles Rules and these shall be the responsibility of the contractor.
23. No advance payment shall be made.
24. Duty Slips/Movement Slips will be signed by the officer with whom the vehicles are attached for duty on day to day basis. No duty slip shall be entertained unless and until the same is certified/verified by the concerned officer.
25. The contractor will maintain separate log books for each vehicle which will also be verified/countersigned by the concerned officer.
26. The bills in triplicate should be made date-wise by the contractor and should be submitted to the Health Department on monthly basis.
27. The Department will deduct Income Tax at source under Section 194-C of Income Tax Act from the contractor at the prevailing rates of such sum as income tax on the income comprised therein.
28. The Department reserves the right to vary the numbers of vehicles hired as well as to relax the terms and conditions in the public interest.
29. The bid shall be sealed by bidder (s) in separate covers duly super-scribed. Both these sealed covers shall be put in a bigger cover which shall also be sealed and duly super-scribed. The bids shall be opened and evaluated by a committee constituted by Head of Department.
30. The service provider shall be personally responsible for any theft, dishonesty, and / or disobedience on the part of the personnel provided by him for this service and will be bound to replace the personnel immediately on the recommendation of the Commissioner, MC Shimla.
31. Detailed work agreement will be executed by the Service Provider with the Municipal Corporation Shimla on a non-judicial stamp paper of Rs. 100/- within 7 days of award of Work Order.
32. The service provider shall not transfer or assign or sub let any part of the service once agreed or any share of interest in any manner or degree directly or indirectly to any other firm or corporation what-so-ever.
33. The validity of the agreement comes to an end *ipso facto by efflux* of time unless otherwise renewed/terminated.
34. In the event of the service provider failing to comply with any of the terms and conditions of the agreement, MC Shimla shall be at liberty to terminate the contract with immediate effect besides forfeiting the performance security.
35. The contract shall be terminated by either side by giving two months notice in writing. However MC Shimla reserves the right to terminate / cancel the order partially or fully without notice and without assigning any reason and without any liability.
36. The service provider shall be bound to continue the service on same rates terms & conditions for such period beyond the contract period as would be required by MC Shimla in inviting fresh bids/finalizing new service provider.
37. The prospective bidder shall furnish the following documents along with their financial bid:-
 - (a) Self attested copy of PAN No. card under Income Tax Act;
 - (b) Self attested copy of GST No.
 - (c) Self attested copy of Valid Registration No. of the Agency/Firm;
 - (d) Self attested copy of valid EPF Registration Number;

- (e) Self attested copy of valid ESI Registration Number;
- (f) Self attested copy of valid Licence and Number under Contract Labour Act and under any other Acts/Rules;
- (g) Proof of Minimum annual turnover of Rupees Twenty Five Lacs each for any two years in the last three financial years (i.e 2015-16, 2016-17 and 2017-18). Certified copy of Income Tax statement as a proof to be submitted alongwith bid document.
- (h) Proof of experience supported by documents from the concerned organizations;
- (i) Bid EMD of Rs. 10,000 (Rupees Ten Thousand).
- (j) Tender Document amount of Rs. 500 (Rupees Five Hundred)
- (k) List of vehicles along with photocopy of their RC/fitness and permit owned by the contractor;
- (l) An undertaking to the effect that the Agency has not been blacklisted by any of the Departments/Organizations of the Government of India/Government of Himachal Pradesh and no criminal case is pending against the said firm/agency;
- (m) Terms and conditions duly accepted/signed with the stamp of the prospective bidder.

Designation of the Authorized Officer: Corporation Health Officer.
Name and Address of the Department: Health Department,
Municipal Corporation Shimla

Municipal Corporation Shimla

Form-1 Technical Bid

Subject: For hiring of 4 Big Tippers vehicles for use in garbage transportation.

S.No.	Technical Bid Eligibility Criteria	Submitted/Not Submitted (Yes/No)
1.	Minimum annual turnover of Rupees Twenty Five Lacs each for any two years in the last three financial years (i.e 2015-16, 2016-17 and 2017-18). Certified copy of Income Tax statement as a proof to be submitted alongwith bid document.	
2.	Proof of having an experience of minimum 2 years during last 5 financial years from the concerned organization. Certificate issued by the concerned Govt / Semi Govt / Public Sector Undertakings / Urban Local Bodies for satisfactory services must be submitted alongwith bid document.	
3.	Copy of PAN card	
4.	Copy of GST registration	
5.	Copy of EPF Registration	
6.	Copy of ESI Registration	
7.	Cost of Tender document (Rs. 500) in the shape of Demand Draft	
8.	EMD (Rs. 10,000) in shape of Demand Draft	
9	List of vehicles as mentioned (TATA 1613-TC with Hydraulic Jack (Tipper) or its equivalent having capacity to carry garbage 7 tonne or above) along with photocopy of their RC/fitness and permit owned by the contractor	

***Bidder should ensure to complete all statutory compliance expected to carry out such work assigned as per rules/regulations.**

I/We hereby undertake that I/We have gone through/understood all terms and conditions/instructions to the bidders mentioned in this tender document and undertake to abide by the same. I/We also understand that Municipal

Corporation Shimla will not accept those bids, which are not in conformity with the prescribed terms and conditions.

Dated:

Name of the Bidder:

Address of the Bidder:

Signature of the Bidder:

Municipal Corporation Shimla

Form-2 Financial Bid

Subject: For hiring of 4 Big Tippers vehicles for use in garbage transportation.

S.No.	Make/Model of the Vehicle [TATA 1613-TC with Hydraulic Jack (Tipper) or its equivalent having capacity to carry garbage 7 tonne or above]	Rate for plying Vehicle (8 hours per day/2000 kms per month. (in words and figures)
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***Note: Rate in case vehicle used more than 8 Hours per day and 2000 kms per Month will be paid on Pro-rata basis.**

I/We hereby undertake that I/We have gone through/understood all terms and conditions/instructions to the bidders mentioned in this tender document and undertake to abide by the same. I/We also understand that Municipal Corporation Shimla will not accept those bids, which are not in conformity with the prescribed terms and conditions.

Dated:

Name of the Bidder:

Address of the Bidder:

Signature of the Bidder: