



**KSCSTE-Jawaharlal Nehru Tropical Botanic Garden and Research Institute, Palode,
Thiruvananthapuram-695562**

Ph: 0472 2869226, 2869626, 2869628, Fax: 0472-2869646, 2868902

Email:director@jntbgri.res.in; web:www.jntbgri.res.in



TENDER NOTICE

No: JNTBGRI/KSC2019/Quotation/Transport

Date: 10/12/2018

Sealed tenders are invited for hiring different Types of vehicles for local conveyance at Kollam and Thiruvananthapuram Districts for 31st Kerala Science Congress to be held at FMN College, Kollam, Kerala during 2 to 3rd February 2019.

The following Types/Brands of vehicles on hire required for conveyance/transport of officials.

Vehicle Type	From	To
Economy Cars- Tata Indica/Tata Indigo/Volkswagen/Etios- AC and Non AC	01.02.2019	03.02.2019
Toyota Innova/Xylo/Tavera/Crysta - AC and Non AC	01.02.2019	03.02.2019
Tempo Traveller- AC and Non AC- 14 Seater, 19 Seater and 25 Seater	01.02.2019	03.02.2019
Bus - AC/Non AC-49 Seater	02.02.2019	03.02.2019

Interested Firms/Contractors (with GST Registration) are requested to submit the sealed Tender in the prescribed 'Tender Forms' available in the Website or from *the office of JNTBGRI* along with the DD towards EMD on or before 4-01-2019, before 1 pm. Tenders will be opened at 3.00 pm on 4th January 2019.

Name of Work	Cost of Tender Form	EMD
Hiring of different type of vehicles for local conveyance at Kollam and Thiruvananthapuram Districts for 31st Kerala Science Congress	Rs 1400 +GST 12% (Rs. 1568/-)	Rs 7,000/-

www.ksc.kerala.gov.in, www.jntbgri.res.in

S/d
Director, JNTBGRI &
Convener, Organizing committee, 31st KSC

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No: JNTBGRI/KSC2018/Quotation/Transport

Dt. 10/12/2018

**TENDER NOTICE FOR THE SUPPLY OF VEHICLES
for 31st Kerala Science Congress-Transportation Arrangements**

The 31st Kerala Science Congress is scheduled to be organized by Kerala State Council for Science Technology and Environment (KSCSTE) in association with JNTBGRI during 2nd to 3rd February 2019 at FMN College, Kollam, Kerala.

Sealed tenders are invited for providing the following Types/ Brands of vehicles on hire required for conveyance/ transport of officials from different places in Kerala.

Vehicle Type	From	To
Economy Cars- Tata Indica/ Tata Indigo/ Volkswagen Etios - AC and Non AC	01.02.2019	03.02.2019
Toyota Innova/ Xylo/ Tavera/ Sumo - AC and Non AC	01.02.2019	03.02.2019
Tempo Traveller- AC and Non AC - 14 Seater, 19 Seater and 25 Seater	01.02.2019	03.02.2019
Bus - AC/Non AC - 49 Seater	02.02.2019	03.02.2019

Vehicle owners/ contractors **with GST registration** shall submit their quotations in the prescribed tender form which can be downloaded from the web sites www.jntbgri.res.in, www.ksc.kerala.gov.in along with the cost of tender documents of **Rs.1400/- + GST @ 12 %** as Demand Draft (DD) drawn in favour of JNTBGRI payable at Thiruvananthapuram and a DD for **Rs.7,000/-** (Rupees six thousand only) in favour of JNTBGRI payable at Thiruvananthapuram towards EMD. Exemption of EMD will not be entertained. Tender forms will be available till **4.00 pm on 3.1.2019**. Sealed tenders will be accepted till **1.00 pm on 4.1.2019** at JNTBGRI, Palode, Thiruvannhtapuram. The cover should be superscripted with "**TENDER FOR VEHICLE SUPPLY-31st KSC-2019**". The tenders will be opened on **4th January 2018 at 3.00 pm**.

TENDER FORM

31st Kerala Science Congress- FMN College, Kollam Transportation Arrangements

The 31st Kerala Science Congress will be organized by Kerala State Council for Science Technology and Environment (KSCSTE) in association with JNTBGRI during 2nd to 3rd February 2019 at FMN College, Kollam, Kerala.

Sealed tenders are invited for hiring **commercial vehicles (A/c, Non A/c) such as Indica, Indigo, Innova, Tavera, Sumo, Traveller, Mini Bus, Bus or any other type of carrier of 14, 19, 25, 49 seaters etc.,** to undertake conveyance/transport of officials and personnel related to Kerala Science Congress from Prospective Contractors/ Owners of such vehicles, having experience in providing commercial vehicles to Central/ State Government Institutions/ Organizations.

Eligible bidders shall obtain the Tender forms/ Bid Documents from the **Finance officer/Section Officer, Accounts, JNTBGRI, Palode** on all working days between 11.12.2018 and 3.1.2019 on payment of **Rs.1400/- + GST @ 12 %** (or by downloading the same from the web sites www.intbgri.res.in, www.ksc.kerala.gov.in). Completed tender documents should be submitted along with a copy of the cash receipt of fee paid as cost of tender documents or along with a Demand Drafts (DD) for **Rs.1400/- + GST@ 12% (Rs. 1568/-) and, a DD for Rs.7,000/-** (Rupees six thousand only) drawn in favour of 31st KSC, JNTBGRI payable at Thiruvananthapuram towards **EMD**. Exemption of EMD will not be entertained. During opening of the tenders, authorization by any bidder is not permitted and one bidder can represent only one Firm/ Bidder.

Sealed tenders will be accepted till **1.00 pm on 4.1.2019 at JNTBGRI, Palode, Thiruvananthapuram**. The cover should be superscripted with "**TENDER FOR VEHICLE SUPPLY-31st KSC-2019**". Tenders received after the last date and time mentioned above or without EMD will be rejected. EMD of unsuccessful bidders will be refunded to them only after finalization of the tender. EMD of the Firm whose Bid is finally accepted will be accounted and will be released only after satisfactory completion of the contract.

Last date & time of receipt of filled in quotation :4/1/2019 up to 01.00 PM
Date & time of opening of quotations :4/1/2019 at 3.00 pm, at JNTBGRI,
Palode, Thiruvananthapuram

INSTRUCTION TO THE BIDDERS

Service to be provided: The bidder should own or lease vehicles registered as commercial vehicles in their names or Firm's name. The proof of ownership or lease holding should be furnished.

The bidder should have experience for similar type of contract of supplying/ providing commercial vehicle to Government Organizations. The proof of experience may be furnished.

BID DOCUMENT

Submission of bid: The Bid should be properly sealed and superscribed as "**TENDER FOR VEHICLE SUPPLY-31st KSC-2019**" addressed to *The Convener, 31st KSC & Director, JNTBGRI, Palode, Thiruvananthapuram - 695562*. The Bidder must enclose the DD for **EMD of Rs.7,000/-** as bid security and a copy of the cash receipt of JNTBGRI for the payment of *Rs.1400/- + GST @ 12 % (Rs. 1568/-)* or a DD for *Rs.1400/- + GST @ 12 % (Rs. 1568/-)* drawn in favour of JNTBGRI payable at Thiruvnanthapuram. PAN number of the contractor should be furnished.

Any bid received after *01.00 pm on 4.1.2018* will not be considered and treated as invalid. If the contractor fails/ neglects any of the obligations under the contract, the security amount furnished by the bidder will be forfeited.

Requirements/ Conditions:

Vehicles are required for the conveyance of officials/ delegates attending the Kerala Science Congress to be held at FMN College, Kollam, Thiruvananthapuram during 2nd to 3rd February 2019. About 1000 participants are expected for the Conference.

Vehicles of different types/ models will be hired during the period between 01.02.2019 to 03.02.2019 for the purpose of Kerala Science Congress, as per requirements to undertake the trips within Kerala. The Centre will terminate the contract in whole, if the contractor fails to provide vehicle on demand within the period/ on time or if the contractor fails to perform any other obligations, under the contract without notice.

All the liabilities under relevant sections of Motor Vehicles Act 1968, IPC and CrPC or any other law in force incurred by the vehicle shall rest with the contractor. The hiring authority (KSCSTE/ JNTBGRI) shall have no responsibility whatsoever and will not entertain any claim in this regard under the provision of law.

The engagement and employment of drivers and payment of wages to them as per existing provisions of various labour rules and regulations are the sole responsibility of the contractor (provider of vehicle).

Bidders should declare the types/ models and number of vehicles available with them so as to know the capability/ credentials of the firm for providing required number of vehicles.

Vehicles with valid insurance and registered after the year 2012 shall be considered in the bidding.

The Log sheets pertaining to each trip must be closed after the termination of the trip, and it will be verified by the officers concerned and no corrections allowed later.

Preference will be given to the Government Approved Firms and those having prior experience in supplying vehicles for similar mega events.

No subcontracting/ subletting will be permitted.

The contractor must ensure that the drivers assigned should be neatly dressed preferably in white uniform.

The contractor must ensure that the drivers assigned should avoid picking up unwanted calls while travelling along with a guest/ officer in the vehicle.

The contractor shall assign the job of driving of hired vehicles only to qualified, experienced and licensed drivers and also ensure full responsibility for the safety and security of the officers/ officials travelling in the vehicles as well as store items while running the vehicles by ensuring safe driving. KSCSTE or JNTBGRI shall have no direct or indirect responsibility arising out of rash and negligent driving which is an offence under section 29 of IPC and any loss caused will have to be suitably compensated by the Contractor. The payment of penalties if any imposed by the Police or MVD should be remitted by the Contractor. Any sources for any cases related with the vehicle are the liability of the Contractor only.

The cost of fuel, lubricants, repairs, maintenance, taxes, insurances, etc. will be the liability of the contractors. The contractor should provide vehicles as and when required.

Services to be provided: The driver shall behave decently and co-operate with the user officers and fulfill duties conforming to the requirements.

Period of Contract: Under normal circumstances, the contract shall be valid for a period from the date of issue of work order till 03.02.2019. However, the term is likely to be extended for further period up to one or two days at the rates, terms and conditions agreed upon.

Duty hours: Any time of the day with minimum 12 hours duty on all days. However, actual duty hours shall be specified by the users which may exceed the above limit.

Reporting Place: Actual place of reporting shall be mostly at *FMN College, Kollam, Kerala. But in some cases the vehicle should be made available at KSCSTE, Pattom and JNTBGRI, Palode, Thiruvananthapuram*, or as specified by the Convener/ Co-Convener, Transportation Committee, 31st Kerala Science Congress.

Contact Details:

Dr. Sam P Mathew (9447713718)
The Convener
Transport and Accommodation Committee, 31st KSC,

Co-Conveners
Dr. S. William Decruse (9497010229)
Dr. Shaiju P.N (9447343640)

Accuracy of meters: The meter reading should tally with the actual distance run recorded in the log sheet and authorized officer shall have full power to check up its correctness.

Special requirements: Intending bidder must have telephone with contact numbers available round the clock for booking the vehicles for trips any time. Telephone number must be specified in the bid.

The rates may be quoted in the prescribed format enclosed with this tender (ANNEXURE-I).

No additional conditions or requirements from the bidders will be entertained.

Taxes liable to be deducted, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment..

Signature of Bidder :

Name of Bidder :

Address :

Date:

ANNEXURE-I

Transportation for 31st Kerala Science Congress FMN College, Kollam, Kerala
Format for quoting rates including driver's bata

Vehicle Type: Tata Indica/ Etios

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Tata Indigo/ Swift Desire

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Toyota Innova

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Xylo/ Tavera/ Sumo

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Tempo Traveler - 14 Seats

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Tempo Traveler - 19 Seats

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Tempo Traveler/ Mini bus - 25 Seats

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Vehicle Type: Bus – 49 Seats

Minimum		Type	Rate	Beyond 100 Km	Beyond 12 Hrs
100Kms	12 Hours	A/C			
100Kms	12 Hours	Non A/C			

Additional Rates, if any

Signature of Bidder :

Name of Bidder :

Address :

Date: