



**Board of School Education Haryana,  
Bhiwani**

(ISO Certified Organization 9001:2015)

**BID DOCUMENT OF RE E-TENDERING  
FOR HIRING FOUR JEEPS**

**To**

**The Secretary  
Board of School Education Haryana,  
Bhiwani**

Signatures of the bidder with Seal and Stamp

## **Board of School Education Haryana Bhiwani**

Electronic tender is invited on behalf of The Secretary Board of School Education Haryana under single bid system from reputed firms/transporters or individuals for hiring three Mahindra Bolero air conditioned, one Mahindra Bolero Camper air conditioned for a period of three years and further extendable for two more years on yearly basis after assessing the services of the contractor on the same rates & same terms and conditions. The tender document is available at the Boards website [www.bseh.org.in](http://www.bseh.org.in) and on [www.etender.hry.nic.in](http://www.etender.hry.nic.in) and can be downloaded from the Boards website for viewing w.e.f. 27.01.2023

The last date for submission of electronic bid documents is 06.02.2023 at 2 PM. Any amendment or correction in the tender document will be done by the Board authority through [www.etenders.hry.nic.in](http://www.etenders.hry.nic.in) . The cost of bid document is **Rupees 200/- and EMD as Rupees 10,000/-** per vehicle will be deposited online. Other charges of E-tender procedure will be applied as per rule. The tender document must be submitted only online to the **Secretary Board of School Education Haryana, Bhiwani** through [www.etenders.hry.nic.in](http://www.etenders.hry.nic.in) . The tender will be opened on 06.02.2023 **at 2:30 PM** in the committee room of the Board by the committee members, authorized by the Secretary/ Chairman of the Board in the presence of the bidder/bidders or their representative (with authority letter) if any wish to remain present during opening of bid document. Conditional tenders will not be accepted & Incomplete bids shall be summarily rejected. The competent authority of the Board reserves the right to accept or to reject any or all bids without assigning any reason.

/-Sd-  
**Secretary**

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## Board of School Education Haryana Bhiwani

### RE E-Tender Summary

| Sr No | Tender No  | BSEH / ONLINE/ SDE 01/2022   |
|-------|--|--|
| 1     | Description  | <b>E-tender for hiring of Three air conditioned Mahindra Bolero, one air condition Mahindra Bolero Camper jeeps</b> for a period of three years on monthly rental basis further extendable for two more year on yearly basis after assessing the services of the contractor on the same rates & same terms and conditions. |
| 2     | Earnest money deposit  | Rupees 10,000/- per vehicle  |
| 3     | Cost of tender document  | Rupees 200/ per bid document   |
| 4     | Last date for submission of bid document                           | Date 06.02.2023 Time 2 PM  |
| 5     | Opening date and time of the bid document                          | Date 06.02.2023 Time 2:30PM  |
| 6     | Tentative date of work order                                       | Within one month   |
| 7     | Date of providing vehicles   | Within one month after work order for show room delivery vehicles  |
| 8     | Contact No for any type of information regarding the bid document. | Sh. Harish kumar chawla (Asstt. Secretary)<br>9729095120, Sh. Narender J.E<br>8168175041/8529169569  |
| 9     | Boards Website   | <a href="http://www.bseh.org.in">www.bseh.org.in</a>   |
| 10    | Nic Website  | <a href="http://www.etenders.hry.nic.in">www.etenders.hry.nic.in</a> .   |
| 11    | Mode of Submission of Bid  | Online Through <a href="http://www.etenders.hry.nic.in">www.etenders.hry.nic.in</a> .  |

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## **RE E- Tender for Hiring of Four Jeeps**

### **Annexure- A**

**SUB: E-TENDER FOR HIRING OF TOTAL 03 NO. DIESEL OPERATED MAHENDRA BOLERO, 01 MAHINDRA BOLERO CAMPER WITH WHITE COLOUR, SHOW ROOM DELIVERY OR MODEL-2022 FOR BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI, FOR A PERIOD OF THREE YEARS ON MONTHLY RENTAL BASIS FURTHER EXTENDABLE FOR TWO MORE YEAR ON YEARLY BASIS AFTER ASSESSING THE SERVICE OF THE CONTRACTOR, ON THE SAME RATES & SAME TERMS AND CONDITIONS ON FIXED MONTHLY RATES WITH AN AVERAGE MILEAGE OF 5000 K.M.S PER MONTH i.e. MAXIMUM 60,000 K.MS. PER YEAR.**

E-Tenders are invited on behalf of The Secretary, Board of School Education Haryana, Bhiwani for hiring of vehicles as mentioned in the above subject for an initial period of **three (03) years** which can be extended for further **two (02) year** on yearly basis after assessing the services of the contractor on the same rates & same terms and conditions. The detailed terms & conditions for hiring of vehicles are as under:-

- a) **Last date of receiving of tender will be 06.02.2023 up to 2.00 pm & tender will be opened on same date at 2.30 pm.**
- b) **A person applying for more than one vehicle have to deposit Rupees 10,000/- per vehicle.**
- c) **Price of tender form is Rs. 200/- non refundable.**
- d) **Successful bidder/ bidders as to provide the vehicle within 30 days from placing the work order.**
- e) **The tender form can be down loaded from Board website [www.bseh.org.in](http://www.bseh.org.in) and on [www.etender.hry.nic.in](http://www.etender.hry.nic.in)**

1 **Scope of work/ Area of running of vehicle:**

For transportation within the state and outside the state. The vehicle shall be stationed at Bhiwani in the Board office and the vehicle shall ply on National Highway, State Highway, Village roads & kutcha pacca roads, within the state and outside the state as per Board requirement and authorization of competent authority for which All India taxi permit /National permit is to be required as per transport rules.

2. **Rate quotation:**

The quoted rates shall be inclusive of comprehensive insurance Coverage, driver salary, accessories, road tax, registration charges, charges towards road permit, All India taxi permit, passenger/goods tax of Haryana State, all India permit & all other taxes imposed by State/Centre Governments from time to time and operation & maintenance charges of vehicle which will borne by the owner of vehicle. The rates shall remain valid for 90 days after the date of bid opening.

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3 **Taxes and Permit:**

Vehicle must be registered as **All India taxi permit/Goods carrier as applicable with Transport Authority**. Expenditure towards registration of vehicle and passenger/goods tax with State Government Transport Authority as Taxi shall be borne by the owner of vehicle. Vehicle owner will deposit all type of taxes related with taxi permit/National permit. However, fuel for running, Toll Tax, Parking fee and Taxes of other states, passenger tax, road tax as per the passenger act outside the state of Haryana will be reimbursed to the vehicle owner in the end of the month as per actual/on production of documentary evidence duly verified by A.S.(M.M/SDE Cell)/controlling officer of the vehicles.

4 **Daily/Allowance:**

The vehicle shall be utilized within and outside the state and will remain at the disposal of the Board for 24 hours. **Half Daily Allowance @ Rs. 100/-** shall be paid to the driver if he performs journey outside Bhiwani for more than six hours but less than 12 hours and **Full Daily Allowance Rupees 200/-** will be paid if the driver along with vehicle is outside from Headquarter for 12 hours or more but not more than 24 hours.

5 **Driver Code:**

Owner at his own cost shall provide credentials verified & efficient driver for the vehicle with **valid licenses (i.e.commercial/heavy vehicle)& having own mobile phone**. However, no extra amount for mobile phone shall be paid by the Board. The driver deployed with vehicle must be residing within the radius of 7 Km from Education Board Campus, Bhiwani & make their own arrangements even in late hours. However, only under exceptional circumstances, the driver shall be allowed to take the vehicle to his residence in odd hours after prior approval of controlling officer.

The salary/ wages etc. of driver shall be paid by the owner of the vehicle & he should ensure to the satisfaction of the Board if required, that minimum wages as applicable to the driver in the state of Haryana are paid by the owner of the vehicle and labour laws shall be followed as amended from time to time. The driver of the vehicle shall keep all the valid license & up to date tax payment certificate/ receipt pollution control certificate, Insurance & any other tax payment/ clearance up to date in his custody/in vehicle every time.

The driver employed should be dressed properly in proper uniform prescribed as sky blue shirt, Navy blue Pant, Name plate badge and cap & free from infections disease as per motor vehicle act. The vehicle driver shall report to A.S.(M.M/SDE Cell) or his authorized representative in absence of the A.S.(M.M/SDE Cell). If the driver's behavior

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is objectionable he should be replaced with a new driver within 24 hours, failing which penalty will be imposed.

6 **Contract Period:**

Initially the vehicle is being hired for a period of three years. It may be extended further for a period of two year on yearly basis on the same terms & conditions, subject to the requirement in the Board if performance of the vehicle found satisfactory during first three years on previous rates. Quoted price for hiring of vehicle shall remain same during the period of contract.

The vehicle will be engaged for an average mileage of **5000 k.ms. per month** for which fixed rates should be quoted. If the mileage covered in one month is less than 5000 k.ms the same will be automatically transferred in the next month. Total mileage is **1, 80,000 k.ms** after three year Or **3,00,000 K.ms** after five year (proportionately), if average beyond this stipulated time period than **Rupees 3.50** per km will be paid as per consumption of the vehicle along with fuel to the contractor at the end of three/five year besides monthly hiring charges.

The office can hire additional vehicles from the individuals/contractors who have participated in this bid on lowest approved rates if the demand of vehicles rises within a period of one year from the date of first allotment letter after obtaining the consent from the service provider.

7 **Termination of Contract:**

The Board reserves the right to terminate the contract at any time or at any stage during the period of contract by giving **30 days** notice. If vehicle owner is interested to withdraw his vehicle, owner shall have to inform this office at least **30 days** in advance in writing, otherwise the security money of **Rupees 20,000/-** will be forfeited. In case of unsatisfactory performance of the vehicle or driver, contract can be terminated by the Board by giving **07 days** notice.

8 **Insurance Coverage:**

Insurance policy as per statutory requirement shall be taken by the vehicle owner so as to cover the third party risk and also cover driver, number of the passengers as per the taxi permit. The owner shall also take other necessary insurance coverage as per the Motor Vehicle Act at own cost.

9 **Terms of payment:**

Payment shall be made within **15 (fifteen) days** after submission of the bills. Bills in duplicate shall be submitted once in a month in the first week of month to the controlling

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officer. Income tax shall be deducted at source from the monthly payment as per prevailing rates. Income tax (TDS) shall be deducted at source as per rules and amended from time to time. However, necessary deduction certificate shall be issued at the end of each financial year.

10 **Fuel Consumption:**

Only HSD shall be given free of cost by the Board at an average fuel Consumption of **13 kms. per liter with AC and 14 kms per liter without AC in case of Mahindra Bolero while for Mahindra Bolero Camper fuel will be provided with fuel consumption of 13 Kms per liter on air condition and non A/C throughout the year.** The excess consumption, if any, shall be recovered from the bills of the vehicle owner at market rate at the end of the contract. The running of AC in the vehicles will be **w.e.f. 01March to 31Oct & without ac from 01 Nov to 28/29 Feb** of every calendar year.

11 **Maintenance & Accessories:**

Expenses towards service charges, engine oil changing and other repairs and maintenance work all taxes within the state will be borne by the vehicle owner, and will ensure periodic maintenance as per maintenance manual. The owner shall keep the vehicle in perfect running condition. In case of emergency, he shall carry the servicing and repairing immediately under intimation to A.S.(M.M/SDE Cell) of the Board. The mileage covered during repairs locally will be borne by the Board but if the contractor takes the vehicle outside Bhiwani for repairs or any other works the mileage along with fuel covered will be deducted from the contractor. The vehicle will be released for one day in a week for the maintenance and servicing work of the vehicle with prior permission.. The vehicle shall be provided with stepney, tools, spares, first aid boxes and consumables in order to rectify minor repairs while traveling.

The vehicle will be equipped with **GPS &** the monthly/yearly rent will also be paid by the contractor for its proper working and hard copy of the Journey to be provided with the bill. Vehicle should be with seat belts, AC, Stereo, fas-tag in good working condition at every time.

12 **Penalty:**

The owner shall provide immediately with another suitable vehicle in running condition in case the regular vehicle deployed is under break down **otherwise the deduction shall be made towards the hire charges per day (monthly charges/30) paid by the Board along with penalty of Rupees 500/- per day. But if the vehicle is in the premises of the Board and the driver is absent from duty then only per day hiring charges will be deducted.**

However, in case the vehicle is not provided in the Board premises for reasonable reasons beyond the control of the driver/ owner, such as theft, accident, impounding of the vehicle by the Transport Authorities or any other force major condition, neither any payment towards hiring charges shall be made to the vehicle owner nor any liquidated damages shall be levied. In the event of theft, loss or accident and any dispute with the local government Authority, the Board will not be responsible and vehicle owner will settle the claims himself with any authority.

**Tempering of the meter shall be viewed very seriously. In case it is noticed that the meter of the vehicle is tempered by the owner/ driver of vehicle then Rs. 500.00 (Rupees Five Hundred only) shall be deducted from all the monthly bills of the vehicle till date.** If the owner/ driver of vehicle is found showing extra mileage, then actual along with difference shall recovered from the contractor for the entire period and mileage covered from the date on which the vehicle was initially engaged with the Board. The Secretary have the right for relaxation or exemption of any type of penalties.

- 13 **The Officer-in-charge for the vehicle shall be A.S.(M.M/SDE Cell), Board of School Education Haryana, Bhiwani.** The vehicle shall be parked in the office premises of the Board at Bhiwani or as per instruction of the officer-in-charge.
- 14 Owner shall be responsible for obtaining clearance of state administration wherever necessary for placing the vehicle at the disposal of the Board for commercial use. Other similar formalities that may be statutorily required in terms of Indian Motor vehicle Act or any other relevant government provisions will also be the responsibility of the owner.
- 15 In case the bidder offers a new vehicle yet to be purchased and registered in his name, then he shall give the firm commitment of providing the vehicle within **30 days** from the placement of award/order. However in exception circumstances on genuine reason the Secretary Board of School Education Haryana may extend this condition further for 30 days. The EMD of **Rupees 10,000/-** will be forfeited if the vehicle is not provided in due course of time
- 16 A bidder can submit their offer for deployment of one vehicle only on one EMD and cost of tender documents. Bidder is required to must submit the photocopy of their **PAN No.** with the offer. **Self declaration certificates from firm/individual that the firm/individual is not black listed by any other Government Department.**
- 17 The contractor quoting rates for Mahindra Bolero Camper should insure that the vehicle be provided with covered body, provision of rear doors along with locking system and canvas roof on the vehicle to avoid damages on the goods loaded in it. If the rates for providing the vehicle is similar of two contractors but have given option of different

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models of Mahindra Bolero/ Mahindra Camper than preference will be given to the contractor who have agreed to provide higher/upper model on the lowest rates.

- 18 Successful bidder shall submit the photocopy of the following documents along with the originals within **30 days** from the issue of work order for show room delivery vehicles. The time period to provide the vehicle by the contractor can be extended by the Secretary of the Board on the request of the contractor if the reason is found genuine.
- a) **Registration certificate of the vehicle along with road tax payment proof.**
  - b) **Insurance covers Note (comprehensive policy)**
  - c) **Valid taxi permit along with paid passenger tax documents. However original documents shall be returned to the owner after verification.**
  - d) **Valid driving license of the driver.**
  - e) **Security money of Rupees 20,000/- per vehicle through Cash/ BD /RTGS in favor of Secretary Board of School Education Haryana Bhiwani is to be deposited by the contractor to whom the work is allotted within ten days after the work order. The EMD of Rupees 10,000/- will be adjusted in the security money**
- 19 If any individual/firm are interested in providing new show room vehicles or model-2022 to the Board, **will submit E-Tender duly signed on each page for acceptance of mentioned terms and conditions, along with rates to be quoted on Annexure-B on or before 06.02.2023 at 2.00 pm. Tenders uploaded after 2.00 pm. on specified date, shall not be entertained.** The online submitted RE E-Tenders will be opened on **06.02.2023** at 2.30 pm in presence of interested parties/their authorized representatives, if deputed by the committee.
- 20 The Board Secretary/Chairman reserves the right to relax/amend the terms & conditions during or on completion of contract period.
- 21 For all differences and disputes relating to the specifications, instructions or the executive or failure to execute the same whether arising during the hiring period of vehicle or on completion, **The Chairman Board of School Education Haryana, Bhiwani shall act as sole arbitrator and proceeding shall be conducted in accordance with the provision of the Arbitration and conciliation Act 1996 or amendment thereof if any.**

-sd-  
Secretary

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**ANNEXURE-B**

**RATES TO BE CHARGED FOR PROVIDING AIR-CONDITIONED DIESEL MAHINDRA BOLERO, MAHINDRA BOLERO CAMPER WITH WHITE COLOUR SHOW ROOM CONDITION OR 2022 MODEL ON MONTHLY RENTAL BASIS FOR BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI FOR A PERIOD OF THREE YEARS WITH EXTENDABLE FURTHER FOR TWO MORE YEAR.**

| Sr.No. | Description of vehicle  | Fuel consumption per liter non AC and AC                        | Rate Rs. Per month for an average k.m. reading of 5000 km per month |
|--------|---|---|---|
| 01     | <b>Mahindra Bolero</b><br><br><b>Models SLX</b> Show Room delivery or 2022 Model        | <b>Non AC 14kms per liter</b><br><br><b>AC 13 kms per liter</b> | Rupees _____  |
| 02     | <b>Mahindra Bolero Camper A/C</b><br><br><b>Models</b> Show Room delivery or 2022 Model | <b>AC and Non A/C</b><br><br><b>13 kms per liter</b>            | Rupees _____  |

1. The contractor/individual/firm should also mention service tax/ GST if applicable while providing the mentioned services/rates. \_\_\_\_\_
2. Name of the owner \_\_\_\_\_
3. Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. PAN No. \_\_\_\_\_
5. Payment deposited details: EMD \_\_\_\_\_
6. E- Tender document fees: \_\_\_\_\_
7. Account No \_\_\_\_\_
8. Bank Name and IFSC-Code \_\_\_\_\_

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