
	GOVERNMENT OF INDIA, MINISTRY OF FINANCE DEPARTMENT OF REVENUE OFFICE OF THE ASSISTANT COMMISSIONER OF CUSTOMS CUSTOMS DIVISION NO. 60 MOHAN SINGH STREET CUDDALORE - 607 003 (T.N.)		
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C.No.I/22/02/2019-Admn- DPU- Vehicle

Dated: 06.05.2019

**NOTICE INVITING e-TENDERS FOR ANNUAL CONTRACT FOR SUPPLY OF VEHICLES
FOR THE OFFICIAL USE OF OFFICE OF ASSISTANT COMMISSIONER OF CUSTOMS, CUSTOMS DIVISION,
CUDDALORE. THE PERIOD FROM 1ST JUNE, 2019 TO 31ST MARCH, 2020.**

START DATE: 06.05.2019	CLOSING DATE: 27.05.2019 (16.00 Hrs)
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Online e-tenders are invited for and on behalf of the President of India by the Assistant Commissioner of Customs, Customs Division, Cuddalore-OT, for "hiring of vehicles" as tabulated below :

DETAILS OF THE VEHICLES PROPOSED FOR HIRING

Sl. No.	TYPE OF VEHICLES	No. of vehicles required	Cost of Ceiling/month per vehicle(excluding GST)	No. of KMs per month	Category under which hired
1	A-3 Segment mid size vehicles (as per SIAM) like Toyota Etios, Swift Dzire/Ciaz, Hyundai Verna, etc..	1	Rs. 50,000/- pm	2,000 Kms 30/31 days	Operational Vehicles

The bids are invited in a two-bid system (Technical and Financial) from reputed, experienced and financially sound Tour & Travel Agencies/established firms. The Service providers/firms fulfilling the requirements, as specified under the terms and conditions of this notice, shall be eligible to apply. The bidder should have to upload bids for all vehicles, piece meal bids will not be considered.

2. The Tender inquiry documents will be available on official website <http://eprocure.gov.in>, www.cbec.gov.in and [www.http://customstrichy.gov.in](http://www.customstrichy.gov.in) from **06.05.2019**.

3. **Bid Submission:** Bids shall be submitted **ONLINE ONLY** at CPPP web site : <https://eprocure.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the "Instructions To Bidder for Online Bid Submission" provided in the Annexure VII for online submission of bids.

4. Service Providers have to follow the terms and conditions provided in Annexure-I, Scope of work as provided in Annexure-VI and "Requirements of Bidder for Online Bid Submission" i.e. **Technical & Financial Bids** provided in the Annexure-II & Annexure-III for online submission of bids and submit an undertaking as prescribed under Annexure-IV and tender



● **acceptance letter as prescribed under Annexure-V. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**

The tender shall be submitted online in two parts viz. **technical bid and financial bid**. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email etc. shall not be considered. No correspondence will be entertained in this matter.

5. Earnest Money Deposit (EMD) to attract wide publicity and participation, it is proposed not to fix EMD.

6. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) Website <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/epublish/app> shall **not tamper/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned/blacklisted.

7. The bid forms and other details can be obtained from the website www.eprocure.gov.in (CPPP Portal).

8. The Critical Dates for the Tender Submission and processing are as under:

Published Date	06 th May , 2019
Bid Submission Start Date	06 th May-2019
Bid Submission End Date	27 th May , 2019 (16:00 Hrs)
Bid Opening Date	28 th May, 2019 (17:00Hrs)

9. Interested service providers are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

10. Not more than one tender shall be submitted by one contactor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

11. In the event of any of the above-mentioned date being subsequently declared as a holiday /closed day for this office, the tenders will be opened on the next working day at the scheduled time.



K. Ramesh
(K.RAMESH)
ASSISTANT COMMISSIONER

Copy to:- Notice Board, Cuddalore

Copy to the Assistant Commissioner of Customs (Computer Section)/IAD Section, Tiruchirappalli, -with a request to upload this tender documents in the Departmental website of Tiruchirappalli Customs Commissionerate to give wide publicity.

ANNEXURE-I
GENERAL TERMS AND CONDITIONS

1. Tender Process and submission of Tender documents: -

- (i) The bid / tender will consist of two parts – Technical bid and Financial bid. The bids shall be filed online at <https://eprocure.gov.in/eprocure/app> only.
- (ii) The offers / bids received incomplete and / or filed after the due date shall be summarily rejected.
- (iii) The Technical Bids shall be opened by a committee on **28.05.2019- at 17:00 Hrs** in the presence of bidder or their authorized representative with authority letter, if they appear.
- (iv) The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
- (v) The department reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind and in respect of whatsoever, the decision of the Assistant Commissioner of Customs , Customs Division, Cuddalore will be final and binding.
- (vi) The tender must follow the critical dates as set out in NIT (Notice Inviting e_Tender).

2. Authenticity of the tender document: -

Every page of tender document along with enclosures must be signed by the bidder.

3. Cost of Tender Document: -

- (i) The tender documents may be downloaded at free of cost from the <https://eprocure.gov.in/eprocure/app> and <http://customstrichy.gov.in/>.

4. Earnest Money Deposit (EMD) to attract wide publicity and participation, it is proposed not to fix EMD.

5. Rates:

- (i) Rate / bid / offer must be without any condition, assumption, qualification, reservation or variation. Rate / bid / offer must be mentioned online in prescribed manner. In case of any discrepancy, rates quoted in words will prevail. Conditional tender offer or offer at variance from prescribed specification would be ineligible to compete for the tender. Prices and price components shall be firm and shall not be subject to any price variation or adjustment on account of any price escalations throughout the execution of the contract.
- (ii) The rate for the vehicle must be at cost ceiling of Rs. 50,000/- (Rupees Fifty Thousand Only) including taxes for 2000 kms per month (Excluding GST).
- (iii) The bidder shall quote their rate in details of the base price excluding GST. The GST will be paid on submission of documentary evidence about payment of service tax by the successful bidder.



- (iv) The vehicle will be used, generally, for a maximum distance of 2000 Kms.
- (v) Contracted hire charges include all charges, viz. charges of driver, repairs and parking, maintenance of vehicle, insurance, all taxes as per Motor Vehicle Act / State Government / Central Government, petrol / diesel, oil and also any other incidental expenses in running and maintenance of vehicle and penalty / fine etc.

6. Subletting of Contract: -

The successful bidder shall not be allowed to sublet / subcontract the contract to any other contractor.

7. Contract period: -

(i) The contract shall be in force for a period from 1st June 2019 to 31st March 2020.

(ii) The Assistant Commissioner of Customs, Cuddalore reserves the right to extend or reduce the period of time. Assistant Commissioner of Customs Cuddalore can terminate the contract in case of poor performance after giving one month advance notice. The department will have the right to terminate the contract of successful bidder and allot the same to any other willing valid bidder in case of unsatisfactory performance of the successful bidder. The contract can also be terminated prematurely in case of introduction of change of system of the instant tender.

8. Capabilities, specification & formalities for Driver: -

- (i) The bidders must ensure that the drivers employed have valid driving license and clean driving record.
- (ii) The drivers of the vehicle provided must follow traffic rules and all other regulations prescribed by the Government from time to time.
- (iii) The drivers shall observe all the etiquette and protocol while performing the duty and shall be neatly dressed.
- (iv) The drivers should have minimum 5 years of experience of driving. They should have valid driving license for driving passenger vehicles on hire.
- (v) The drivers should be well versed with the roads and the places in Tamilnadu and should have experience in city/urban driving as well as rural driving.
- (vi) Once the driver has been allotted to a particular vehicle, he should remain with the same vehicle for a period of at least one year. Any change in the designated driver should be intimated to the concerned officer before 24 hours such change is effected.
- (vii) The driver should be provided with a good working mobile phone and should be available at all times.
- (viii) The driver should be decent and well behaved and should not have any criminal/adverse police record against him and he should not have any past history of accidents.
- (ix) The driver should not be addicted.



(x) The driver should be ready / prepared for outstation journeys at short notice.

9. Billing and Payment: -

(i) The billing will be done on monthly basis. The monthly bills, in duplicate, shall be submitted to the concerned vehicle in-charge within 1ST week of every subsequent month. Non-submission of the bill beyond 1ST week of every month without justification would not be entertained and it would be presumed that bidder has no claim for payment.

(ii) The department will not make any advance payment.

10. Validity of the offer / bid: -

(i) The offer / bid of the bidder will be valid for at least six months from the date of opening of Technical bid.

11. Agreement: -

(i) The successful bidder will have to execute a contract agreement with the department. The validity of contract agreement will be from 1st June 2019 to 31st March 2020.

12. Penalty: -

(i) A penalty of Rs. 1,000/- only per day will be levied if any vehicle or driver or agency / firm fail to meet effective terms and conditions on any day.

13. Other General conditions/ obligations: -

(i) The vehicles will be used for office as staff car and operational vehicles as detailed in the table under Para of 1 of NIT.

(ii) The vehicles will be deemed to be at the disposal of Assistant Commissioner of Customs. Customs Division, Cuddalore during the period of operational use and contractor shall have to make available the vehicle on all the days of a month, seven days a week.

(iii) The vehicles must be available at any time of any day as desired by the department. Also, in case of breakdown of any vehicle, substitute vehicle shall be provided in time failing which the department shall have the right to hire a vehicle from the market and cost incurred to this will be borne by the firm.

(iv) The liabilities of the official of this office will be limited to the hiring charges agreed in the contract.

(v) The responsibility for the safety and security of the vehicles provided to department solely lies with the contractor. It is also the contractors absolute responsibility to take care of any damage / repairs caused to the vehicle during the validity of the contract.



- (vi) The vehicle should fulfil the legal obligations prescribed by the State Transport Authority like payment of road tax, etc. All requirements under various statutory laws must be complied with. Any default will be liability of the contractor and this department shall not be liable in any matter whatsoever. In case of any accident or any other contingency, any claim arising out of it shall be borne by the contractor only and no claim whatsoever shall be borne by the Customs Division , Cuddalore.
- (vii) Insurance of the vehicles and the risk of passenger travelling in the vehicles should be covered by the contractor to the extent of liability as specified in the Motor Vehicle Act & Rules made there-under or any other law in force.
- (viii) Vehicle must be kept clean, odour free, in excellent condition, mechanically fit, suitable for official use and in general should not be older than 2015 model on the date of the tender notice.
- (ix) The firm / agency should not be blacklisted from any Central Government / State Government / Central and State undertakings and / or convicted by a Court of Law. An affidavit regarding non-blacklisting of the firm should be attached as proof. In absence of proof the tender/bid will be rejected.
- (x) The drivers engaged by the bidder for the said hired vehicles will not have any right / claim whatsoever, for direct recruitment of temporary or permanent employment in the Government of India.

14 Clarifications required if any: -

Any queries / clarifications the Bidder can get clarification from Superintendent (DPU), Customs, Cuddalore office premises on any working day between 10:00 am to 5:00 pm

15. Dispute resolving mechanism: -

- (i) In case of any dispute of any kind and in respect of whatsoever arising out of tender / contract, the decision of the Assistant Commissioner of Customs, Customs Division, Cuddalore at Cuddalore will be final and binding.



Annexure-II

TECHNICAL BID (QUALIFYING BID DOCUMENT) (Last date for submitting online : 27th (16.00 Hrs.) May 2019)

1	Name of the Service Provider	
2	Status of ownership Proprietary /Partnership / Company/Service Provider	
3	Address of the Firm / Company (with Tel. no./ Fax no. and E- mail)	
4	Name & Address of the Proprietor / Partners / Director with mobile numbers	
5	Contact Person (s) (with mobile number)	
6	PAN No. of the firm as allocated by the Income Tax Department	
7	Is the vehicle mentioned in the table to Para of NIT are offered for hire.	
8	GST Registration Number	
9	No. of years of experience in providing vehicles under hire	
10	List of present clients along with proof of Job order certificate.	
11	Have the services provided by the bidder to this office or any other Government organization terminated prematurely due to unsatisfactory services? If yes please give details	
Note: Serial numbers 1 to 8 above are mandatory. Failure to produce any one of the mandatory items renders the bid liable for disqualification.		

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge and I have read and understood the terms and conditions in the Tender Document. I understand that in case any deviation is found in the above statement at any stage; I/we will be blacklisted and will not have any dealing with the Department in future

(Signature of Authorized Signatory
with date)

The following documents are to be furnished/ uploaded by the Service Provider along with **Technical Bid** as above:

- i) Signed and Scanned copy Certificates like PAN No, GST Registration (if applicable), etc.
- ii) Signed and Scanned Copy of Tender Acceptance Letter & Letter of authorization to submit bid.
- iii) An undertaking (self-certificate) that the agency hasn't been blacklisted by a Central / State/ UT Government institution and there has been no litigation with any Government Department on account of IT services.
- iv) Signed and Scanned Copy of experience certificate.
- v) Signed and Scanned Copy of Technical Bid Format.



ANNEXURE-III
PRICE/ FINANCIAL BID DOCUMENT

- (a) Price bid undertaking
- (b) Schedule of price bid in the form of BOQ_HIRING OF VECHILE.xls

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder) _____

To,

Dear Sir/Madam,

I submit the Price Bid for _____ and related activities as envisaged in the Bid document.

2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I offer to work at the rates as indicated in the price Bid, [BOQ_HIRING OF VECHILE.xls] inclusive of all applicable taxes except Service Tax/GST.
4. I understand that If more than one bidder have quoted the identical L-1 rate, the criteria for selection of L-1 will be the bidder: 1) who has experience in provision of vehicles under hire to this department; 2) Secondly, the bidder who has experience to in provision of vehicles under hire to this department in jurisdiction of Tamil Nadu; 3) Lastly, it will be decided based on other aspects viz., quality of experience and the present client status by the TIA.

Yours faithfully



Signature of Authorized Representative

Annexure-V

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Date:

The Assistant Commissioner of Customs,
Customs Division, Cuddalore

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full earnest money deposit absolutely.

Yours faithfully,
(Signature of the Bidder with Official Seal)



Annexure-VI

SCOPE OF WORK

The duties and obligations of Service provider will be as follows:-

- (i) *The vehicles will be deemed to be at the disposal of Assistant Commissioner of Customs, Customs Division, Cuddalore during the period of operational use and bidder shall have to make available the vehicle on all the days of a month, seven days a week.*
- (ii) *The vehicles must be available at any time of any day as desired by the department. Also, in case of breakdown of any vehicle, substitute vehicle shall be provided in time failing which the department shall have the right to hire a vehicle from the market and cost incurred to this will be borne by the firm.*
- (iii) *The liabilities of the official of this office will be limited to the hiring charges agreed in the contract.*
- (iv) *The responsibility for the safety and security of the vehicles provided to department solely lies with the bidder. It is also the bidder's absolute responsibility to take care of any damage / repairs caused to the vehicle during the validity of the contract.*
- (v) *The vehicle should fulfil the legal obligations prescribed by the State Transport Authority like payment of road tax, etc. All requirements under various statutory laws must be complied with. Any default will be liability of the bidder and this department shall not be liable in any matter whatsoever. In case of any accident or any other contingency, any claim arising out of it shall be borne by the bidder only and no claim whatsoever shall be borne by the Assistant Commissioner of Customs, Customs Division, Cuddalore.*
- (vi) *Insurance of the vehicle and the risk of passenger travelling in the vehicles should be covered by the bidder to the extent of liability as specified in the Motor Vehicle Act & Rules made there-under or any other law in force.*
- (vii) *Vehicle must be kept clean, odour free, in excellent condition, mechanically fit, suitable for official use and road worthy at any time.*



Annexure-VII

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.



- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 4) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 5) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 6) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will



displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

CHECK LIST OF DOCUMENTS TO BE SUBMITTED.

BID CHECKLIST

Bidder is required to fill-up this checklist and enclose along with the envelope online :

Sl.	Item Description	Yes/No	Bid Reference
1.	Tender Acceptance Letter	Yes	C.No.I/22/02/2019-Admn-DPU-Vehicle
2.	Letter of authorization to submit bid.	NA	C.No.I/22/02/2019-Admn-DPU-Vehicle
3.	An undertaking that the agency hasn't been blacklisted	Yes	C.No.I/22/02/2019-Admn-DPU-Vehicle
4.	Tehnnical/Financial/Price Bid Undertaking and BOQ	Yes	C.No.I/22/02/2019-Admn-DPU-Vehicle

BID OPENING & EVALUATION

- 1) A substantially responsive bid is one which confirms to all the terms and conditions of the bid document without material deviation.
- 2) Accordingly the Tender Processing Committee appointed by the TIA shall open the e-bids in the presence of the bidders or their authorised representatives who wish to be present at the time of opening of bids as per the time schedule mentioned in the NIT. The representative of the bidder wish to be present shall possess valid authorisation letter from the bidder and proper ID proof.



- 3) The Technical bid will be evaluated first to determine the qualification of the bid. The bidders who have produced the mandatory documents alone will be considered for Financial Bid.
- 4) The Financial Bid not in conformity with the statutory payment norms as detailed in the terms and conditions will be treated as defective bid and thereby treated as disqualified.
- 5) L-1 among the substantially responsive bids shall be decided based on the quote in online BoQ Sheet.
- 6) If more than one bidder have quoted the identical L-1 rate, the criteria for selection of L-1 will be the bidder: 1) who has experience in provision of vehicles under hire to this department. ; 2) Secondly, the bidder who has experience to in provision of vehicles under hire to this department in jurisdiction of Tamil Nadu; 3)Lastly, it will be decided based on other aspects viz., quality of experience and the present client status by the TIA.

