

વહીવટી તંત્ર
દાદરા નગર હવેલી (સંઘ પ્રદેશ)
સર્વે અને બંદોબસ્ત વિભાગ
સેલવાસ

No. SRV/GNL/Hiring of Vehicle/2014/380

તારીખ : 08/12/2017

મર્યાદિત નિવિદા નોટિસ

ભારતના રાષ્ટ્રપતિ વતી, સર્વે અને બંદોબસ્ત અધિકારી, દાદરા અને નગર હવેલી, સેલવાસ તરફથી વિભાગના ઉપયોગ માટે વાહન ભાડેથી લેવા માટે બંધ કવરમાં, હરાજી દ્વારા બોલી લગાવનાર તરફથી નિવિદા મંગાવવામાં આવે છે. જે તા. 22/12/2017 ના 15.00 કલાક પહેલા પોસ્ટ/કુરીયર કે નીચે સહી કરનાર અધિકારીની કચેરીમાં રાખવામાં આવેલ ટેન્ડર બોક્સમાં જમા કરવાની રહેશે. ઉપરોક્ત તારીખ પછી મળેલી નિવિદા સ્વીકારવામાં નહીં આવે અને તાત્કાલિક નકારવામાં આવશે.

ક્રમ	વિગત	જરૂરી વાહનની સંખ્યા	અંદાજિત રકમ (માસિક)	બાનાની રકમ	નિવિદા ફી પરત ન મળવાપાત્ર
૦૧	સર્વે અને બંદોબસ્ત વિભાગમાં ઉપયોગમાં લેવા માટે "૦૭-૦૮" બેઠકવાળું વાહન ભાડેથી લેવા માટે "સ્કોર્પીઓ, ટાવેરા, ઝાઈલો, ઈનોવા ને પ્રાથમિકતા આપવામાં આવશે.	૦૧	રૂ. ૩૫,૦૦૦/-	રૂ. ૧૦,૦૦૦/-	રૂ. ૫૦૦/-

મર્યાદિત નિવિદા માટેના વિસ્તૃત વિગતો અને શરતો સાથેના કોરા અરજીપત્ર, દા.ન.હ. વહીવટીતંત્ર ની સત્તાવાર વેબસાઇટ www.dnh.nic.in પર ઉપલબ્ધ છે. અને તે નિવિદા રજૂ કરવા માટે ડાઉનલોડ કરી શકાશે. સંપૂર્ણ રીતે ભરેલી નિવિદા આગળ જણાવ્યા પ્રમાણે, ડિમાન્ડ ડ્રાફ્ટ રૂપે (પરત ન મળવા પાત્ર) નિવિદા ફી અને FDR રૂપે બાનાની રકમ સાથે નીચે સહી કરનારને મળી જવા જોઈએ. FDR અને નિવિદા ફી વગરની નિવિદા તાત્કાલિક નકારવામાં આવશે.

બંધ નિવિદામાં વિગત માટેનું સંપૂર્ણ ફોર્મ, નીચે સહી કરનારની તરફેણમાં કોઈપણ વાણિજ્યિક બૈંકના સેલવાસમાં ચુકવવાપાત્ર FDR/ એકાઉન્ટ પેથી ડિમાન્ડ ડ્રાફ્ટ/ બેંકર ચેકના રૂપમાં બાનાની રકમ સાથે જોડવા. બાનાની રકમ અને નિવિદા ફી રોકડમાં મોકલવામાં ન આવે. બંધ નિવિદામાં દરેક વસ્તુ યોગ્ય રીતે આવરી લેવી અને કવર પર તેનું નામ લખવું. નિવિદા તેજ દિવસે શક્ય હશે તો, બોલી લગાવનારની હાજરીમાં ખોલવામાં આવશે. નિવિદા દસ્તાવેજ કે બાનાની રકમ અને નિવિદા ફી વગરના મળેલી દરખાસ્ત ધ્યાનમાં લેવામાં આવશે નહીં.

નીચે સહી કરનાર, કોઈ કારણ જણાવ્યા વગર કોઈ નિવિદા કે બધી નિવિદા નકારવાનો હક્ક સુરક્ષિત રાખે છે.

Sd/-

સર્વે અને બંદોબસ્ત અધિકારી

દાદરા નગર હવેલી

સેલવાસ - ૩૯૬૨૩૦

E-mail : lro2-dnh@nic.in

Phone No. :0260-2640835

નફલ રવાના :

૧. બધી મુખ્ય કચેરીઓ, દાનહ , સેલવાસ તરફ બહોળી પ્રસિદ્ધિ માટે .
૨. C.P.O., દાનહ , સેલવાસ તરફ સમાચાર પત્રોમાં પ્રકાશન માટે.
૩. I.T. વિભાગ, દા.ન.હ., સેલવાસ તરફ વેબ સાઇટ ઉપર પ્રસિદ્ધિ માટે અપલોડ કરવા માટે વિનંતી સાથે.

Administration of
Dadra and Nagar Haveli, U.T.
(Department of Survey & Settlement)
Silvassa

No. SRV/GNL/Hiring of Vehicle/2014/380

Dated-08 /12/2017

LIMITED TENDER NOTICE

The Survey and Settlement Department, Dadra and Nagar Haveli , Silvassa , on behalf of the President of India , invites sealed tenders for Hiring of Vehicle for departmental use from the bidders , so as to reach on or before **22 /12/2017** up to 15.00 hours by Post / Courier or deposit in to the tender box kept in the Office of the undersigned .The tender received after above mentioned date shall not be accepted and rejected summarily.

Sr.No.	Particulars	No. of vehicle required	Estimated Amount (Per month) Rs.	EMD Rs.	Tender Fees (Non-Refundable) Rs.
01	“ Hiring of 07-08 Seater A.C. Vehicle ” for Departmental use of Survey & Settlement (.Preferably Scorpio , Tavera , Xylo , Innova)	01	Rs. 35,000/-	Rs. 10,000/-	Rs. 500/-

The blank form with detailed schedule of specifications and conditions of the Limited Tender Notice is available on Dadra & Nagar Haveli Administration Official website www.dnh.nic.in and can be downloaded for submission . The tender duly filled in should reach the undersigned in the manner indicated as above , along with tender fee (Non-refundable) in form of DD and EMD in form of FDR . Without EMD and Tender fees, the tender will be summarily rejected.

The complete form for the items along with EMD in form of Fixed Deposit Receipt / Account Payee Demand Draft / Banker’s Cheque from any of the Commercial Banks in an acceptable form payable at Silvassa in favour of the undersigned should be attached with the Sealed Tender . The EMD and Tender Fees should not be forward by cash . The Sealed Tender should be properly covered in respect of each item subscribing the name of items on envelope. The Tenders will be opened on the same day in the presence of the tenderers, if possible .The offers received without obtaining tender documents or without EMD and Tender Fees shall not be entertained .

Right to reject any or all Tenders without assigning any reason is reserved with the undersigned.

Sd/-

(T.S.Sharma)
Survey and Settlement Officer
Dadra and Nagar Haveli
Silvassa-396230
Ph: 0260-2640835
Email :lro2-dnh@nic.in

Copy fd.w.cs.to :-

- (1)All Heads of Offices, Dadra and Nagar Haveli ,Silvassa for wide publicity on their Notice Board.
- (2)The Chief Publicity Officer, Dadra and Nagar Haveli, Silvassa for wide publicity in Newspaper.
- (3)The Information and Technology Department , Dadra and Nagar Haveli, Silvassa with a request to upload this Limited Tender Notice on DNH Website.

प्रशासन
दादरा नगर हवेली (संघ प्रदेश)
सर्वे एवं बंदोबस्त विभाग
सिलवासा

No.SRV/GNL/Hiring of Vehicle/2014/380

दिनांक :- 08/12/2017

मर्यादित निविदा सूचना

भारत के राष्ट्रपति की और से सर्वे एवं बंदोबस्त अधिकारी , दादरा नगर हवेली, सिलवासा, विभाग में उपयोग में लेने हेतु वाहन कीराये पे लेने के लिये बंद कवर में बोली लगानेवाले की और से निविदा मँगाई जाती है। जो दिनांक २२/१२/२०१७ के १५:०० घंटे पहले पोस्ट /कुरीयर अथवा अधोहस्ताक्षरित अधिकारी की कचहरी मे रखे गये निविदा बोक्श मे जमा करनी होगी। उपरोक्त दिनांक के बाद मिली हुई निविदा स्वीकार्य नहीं होगी और तुरंत ही रद्द की जाएगी।

क्रम	विवरण	आवश्यक वाहन की संख्या	अंदाजीत रकम (मासिक)	बयाना राशि	निविदा फीस (जो वापस नहीं मिलेगी)
०१	सर्वे एवं बंदोबस्त विभाग मे उपयोग मे लेने के लिये "०७ - ०८ बैठक, वाहन" स्कोर्पियो, टवेरा, झाइलो, इनोवा को अग्रिमता दी जाएगी।	०१	रु. ३५,०००/-	रु. १०,०००/-	रु. ५००/-

मर्यादित निविदा के लिये विस्तृत जानकारी एवं शर्तों के साथ रिक्त आवेदन पत्र दाह प्रशासनतंत्र की .न. सतावार वेबसाइट www.dnh.nic.in पर उपलब्ध है। और वह निविदा दाखिल करने के लिये डाउनलोड कर सकते हैं। संपूर्ण रूप से भरी हुई निविदा , आगे बताई गई निविदा डिमांड ड्राफ्ट रूप से और (जो वापस नहीं मिलेगी) FDR के रूप मे बनाया राशि के साथ अधोहस्ताक्षरित को मिल जानी चाहिए। FDR और निविदा फिस बिना, निविदा तुरंत रद्द की जाएगी।

बंद निविदा में विषय के लिये पुरा फोर्म, अधोहस्ताक्षरित के पक्ष में कोई भी व्यावसायिक बैंक से सिलवासा मे मिलने पात्र FDR / एकाउन्ट पेयी डिमांड ड्राफ्ट बैंक चैक के रूप मे बनाया राशि के साथ सलंगन / करना होगा। बयाना राशि और निविदा फिस नकद रूप से न भेजी जाए। बंद निविदा में हर एक चीज योग्य रूप से सामिल होनी चाहिए और लिफाफे के उपर उसका नाम लिखा होना चाहिए। निविदा उसी दिन शक्य हो तो निविदा देने वाले के रुबरु खोली जायेगी। निविदा दस्तावेज अथवा बयाना राशि और निविदा फिस के बिना मिले प्रस्तावों पर ध्यान नहीं दिया जाएगा।

अधोहस्ताक्षरित कोई भी कारण बताए बिना कोई एक निविदा अथवा सभी निविदाओं को अस्वीकार करने का अधिकार सुरक्षित रखते हैं।

Sd/-

सर्वे एवं बंदोबस्त अधिकारी

दादरा नगर हवेली

सिलवासा- ३९६२३०

E-mail:- lro2-dnh@nic.in

Phone No : 0260-2640835

प्रति:-

१. सभी मुख्य कार्यालय, दा.न.ह सिलवासा की और व्यापक प्रसिद्धि के लिए रवाना।
२. मुख्य प्रचार अधिकारी, दा.न.ह, सिलवासा की और समाचार पत्रों में प्रसिद्धि के लिए रवाना।
३. I.T विभाग दा.न.ह, सिलवासा को वेब साइट पर व्यापक प्रसिद्धि के लिए अपलोड करने हेतु

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI, SURVEY & SETTLEMENT
DEPARTMENT , DADRA & NAGAR HAVELI , SILVASSA.**

Terms and Conditions for the “**Hiring of 07-08 Seater A.C. Vehicle**” (Preferably Scorpio , Tavera , Xylo , Innova) for Survey & Settlement Department , Dadra & Nagar Haveli , Silvassa.

Instructions to Bidders :-

- (1)The rate should be quoted in the prescribed form given by the Department ; **the rate should be inclusive of all taxes and should be valid up to One Year from the date of tenderization.**
- (2)All Taxes / Duties / Royalties Charges etc. payable in respect of the vehicle to be hired shall be paid by the vehicle supplier.
- (3)The Tenderer should enclose along with tender an amount of **Rs. 500/-** as Tender Fee in form of DD / A/C payee Cheque of any Nationalized or Scheduled Bank payable at Silvassa and **Rs. 10,000/-** as Earnest Money Deposit in form of Fixed Deposit Receipt / Account Payee Demand Draft /Banker’s Cheque from any of the Commercial Banks in an acceptable form payable at Silvassa in favour of **Survey & Settlement Officer, Dadra and Nagar Haveli , Silvassa.**The EMD should not be forwarded by Cash . Tender received without Earnest Money Deposit shall be summarily rejected.
- (4)The tender should be neatly typed or hand written only on letter head carries the name of supplier and the signature of the tenderer .No overwriting , correction or erasures will be considered .
- (5)All bills should be in **TRIPLICATE** and should invariably mention the number and date of supply order.
- (6)All bills for amount above Rs. 5000/- should be pre-receipted on a Revenue Stamp of proper value . Bill for amount exceeding Rs. 5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- (7)The Tenders shall be submitted in two-bid system , each of which is to be submitted in separate envelope . The first envelope should contain Technical Bid and super scribing on the envelope as “**Sealed Cover No. 1- “Hiring of 07-08 Seater AC Vehicle for Survey & Settlement Department , DNH, Silvassa ”.**The **EMD** and **Tender Fees** should be enclosed with **TECHNICAL BID** only . The Second envelope should contain Financial Bid and super scribing on the envelope as “**Sealed Cover No.-2 – Financial Bid for “Hiring of 07-08 Seater AC Vehicle for Survey & Settlement Department , DNH ,Silvassa ”.**
- (8)The offer will be opened by Committee in the Chamber of undersigned in the presence of the tenderers or their representatives if possible on the same day during working hours.
- (9)The rights to accept or reject any or all tenders without assigning any reason are reserved with the undersigned and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part shall be final and binding to all .

CONDITIONS OF CONTRACT :-

- (1)The rate quoted should be inclusive of all taxes including service charge and no extra charges will be paid and the rate should be valid for the period of one year from the date of tenderization.
- (2)Vehicle should be registered in Dadra and Nagar Haveli . It should be Model of 2017 , having valid Registration , PUC & Insurance certificates and should be in good condition.
- (3)The rates quoted must be inclusive of all taxes , fuel charges , Oil and other maintenance charges.
- (4)The rates may be quoted on monthly basis up to **2500** kms and beyond **2500** kms per KM basis.
- (5)The vehicle has to be provided with driver bearing valid driving license.

(6)The vehicle will be used for 12 hours and will be in possession of vehicle in-charge at the office of Survey & Settlement Officer, DNH, Silvassa . Nothing extra will be paid towards night hours or out station trips . No extra hours (over time) will be paid.

(7)The bill for travelling of vehicle shall be paid on monthly basis . All roads tolls / bridges tolls shall be reimbursed on production of proof of payment along with monthly R.A. Bills.

(8)On acceptance of rate in all respect , the vehicle should be handed over to the department within 07 days from the date of receipt of the work order.

(9)No advance payment will be made in any circumstances.

(10)In case failure to provide vehicle during tenure or remove the vehicle by owner , the loss suffered by the Government will be recovered from the vehicle owner or travel agency from the security deposit / earnest money or payment due or any bills to the extend required.

(11)In case of breach of any terms and conditions or failure to provide vehicle during tenure or removal the vehicle by owner , transporter or travel agency , the EMD shall be liable to be forfeited without any reference to the Contractor .

(12)No separate agreement will be required to be signed by successful tenderer for hiring of vehicle contract rates tenders / offer in response to the considered tender notice shall be considered as acceptance of all the terms and condition for hiring of vehicle for all legal purpose.

(13)All disputes subject to Dadra & Nagar Haveli jurisdiction only.

(14)The vehicle will be used for Survey & Settlement Department , DNH ,Silvassa and as and when required vehicle will be utilized for office purpose outside Dadra & Nagar Haveli.

(15)The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them.

(16)Only on satisfactory completion of the supply order for and on payment of all bills of the supplier , as to be admitted for payment , the amount of Security Deposit / Earnest Money will be refunded after expiry of contract period , or any such date / period as may be mutually agreed upon.

(17)Vehicle provided should be with carrier on it (if required).

(18)Vehicle provided should be with A.C.

(19)All the documents like attested photocopies of R.C. Book , Insurance , Driving license of the Driver , PAN Card of the bidder , PUC Certificate etc. to be enclosed along with tender.

Signature & Designation of –
-Tender Inviting Officer

Survey & Settlement Officer
Dadra and Nagar Haveli
Silvassa

The above terms and conditions are accepted and are binding to me / us.

Place :

Dated:

Signature of tenderer

Name of tenderer with seal of the firm

Phone / Mobile No.

SCHEDULE OF SPECIFICATION AND ALLIED TECHNICAL DETAILS :-

**Hiring of Vehicle for the period from 1/2018 to 11/2018 for Survey & Settlement Department ,
Dadra and Nagar Haveli , Silvassa.**

Sr.No.	Particulars	No. of vehicle required	Type of Vehicle / Model / Year of Manufacture.
01.	Hiring of 07-08 Seater Vehicle (Preferably Scorpio , Tavera , Xylo , Innova for Survey & Settlement Department , DNH ,Silvassa)	01	

Signature of Suppliers / Dealers
With Rubber Stamp
Phone / Mobile No.

Price Schedules for Hiring of Vehicle for the period from 1/2018 to 11/2018 for Survey & Settlement Department , DNH , Silvassa.

Sr.No.	Particulars	No. of vehicle Required.	Rate per Month	Period	Total Amount
01	Hiring of 07-08 Seater Vehicle (Preferably Scorpio , Tavera , Xylo , Innova for Survey & Settlement Department , Silvassa)	01		11(Eleven) Months	
02	Rate for extra KMs beyond 2500 KMs.		Rs. Per K.M.	-	-

(Total Amount Rupees in Words (of Item No. 1)-----

Signature of Suppliers / Dealers
With Rubber Stamp
Phone / Mobile N