

**UT ADMINISTRATION OF
DADRA AND NAGAR HAVELI
DEPARTMENT OF TOURISM, SILVASSA-396230
E-MAIL: dnhtourism@gmail.com**

NO. DNH/TOUR/SPOTAC/ADVT/2018/71/301

DATE: 24/ 09/ 2018

SHORT TERM TENDER NOTICE

The Member Secretary (SPOTAC), Dadra and Nagar Haveli invite sealed tenders on behalf of the President of India from any interested agencies/supplier/manufacturer as per the detail below:

Sr. No.	Particulars	Tender fees	Work Period	EMD
1.	<i>Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018.</i>	Rs. 1000/-	08 days	Rs. 10,000/-

Tender document for *“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018.* will be available in the office of the Member Secretary (SPOTAC), Dadra and Nagar Haveli on all working days from **24 /09 /2018 to 27/ 09 /2018 up to 12:00 hrs.** at the cost of **Rs. 1000/-** only. The tender is also available on Website www.dnh.nic.in which can be downloaded, and rate can be offered by interested agencies/Proprietorship/Company/Firm/LLP, but such tender document must also contain the Tender Fees in the form of Demand Draft/ Banker’s cheque. The complete tender form along with **EMD of Rs. 10,000/-** in the form of Demand Draft of any Nationalized Bank only in favor of **Member Secretary (SPOTAC), Dadra and Nagar Haveli** should be properly covered sealed and super scribed *“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018* on envelop and deliver it in person or post/courier to reach in the office of the Member Secretary (SPOTAC), Office of the Department of Tourism, Near Tribal Museum, Shaheed Chowk, Silvassa, UT of DNH on or before **12:00 hours on 27 / 09 /2018.**

The tender will be opened on the same day by the tender evaluation committee.

Tender without EMD and valid tender document shall not be entertained.

The right to reject any or all tender without giving reason is reserved.

**Sd/-
Member Secretary (SPOTAC)
Dadra and Nagar Haveli
Silvassa**

- Copy to NIC, DNH for publication/hosting on official website.

LAST DATE OF ISSUE OF TENDER : 27/ 09/ 2018 up to 11:00hrs

LAST DATE OF RECEIPT OF TENDER : 27/ 09/ 2018 up to 12:00hrs

E.M.D. Rs. 10,000/-

TENDER FORM

This tender is issued to Shri. _____

M/s. of village _____ tender fees Rs. 1000/- received vide receipt No. _____

dated: _____

Silvassa.

Date: 24/ 09/ 2018

Sd/-

**Member Secretary (SPOTAC)
Dadra and Nagar Haveli.
Silvassa.**

To,
The Member Secretary
(SPOTAC), Department of
Tourism,
Dadra and Nagar Haveli.
Silvassa.

I, the undersigned Shri/M/s

hereby enclose the offer for **“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018”** per “Annexure-I & II” and also agree with the terms and conditions attached with this tender document as attached.

Place:

Date: / / 2018.

Note: Strike out whatever is not applicable.

Signature of the tenderer

Along with the rubber stamp

GENERAL INSTRUCTIONS TO BIDDER

1. The rate(s) quoted should be strictly for Dadra and Nagar Haveli and operative for supply orders issued by the department.
2. The final rates should be quoted inclusive of all taxes. Any other taxes, etc. payable will be the responsibility of the tenderer and will be deducted from the bill by the department.
3. G.S.T. as applicable has to be paid by the tenderer.
4. All other Taxes/duties/royalties charges payable on the sale/ transport etc. within and/or outside the State, the supplier shall be responsible for the same.
5. The Payment Shall be made after full completion of the work & satisfaction of the representative of this office.
6. The rates should be quoted by the firm who have the vehicle and are able to supply them during the period.
7. The Vehicle shall be driven by proper driver with valid license. A copy of license shall be submitted to the office of all the drivers.
- 8. The rates should be quoted only for the items specified in list of requirements and should be for the items of given specifications confirming to the standard(s) requirements of the given specification/ mark/manufactures.**
9. Where specifications/ mark/manufacture are not specified by this office the rates should be quoted only for the standard quality showing the specification intender.
10. The decision of the Tender Inviting Authority for acceptance rejection of any item mention including the decision for equivalent specification, standard and quality etc. of articles shall be final.
11. The tenderer should enclose E.M.D. of **Rs. 10,000/-** with tender as Earnest Money Deposit by drawing a Demand Draft of any nationalized Bank at DNH in favor of the Authority Inviting Tenders. Tenders received without Earnest Money will be summarily rejected.
12. The amount of Earnest Money paid by the Tenderer (s) in form of EMD and whose tenders are not accepted, the Cheque or Demand Draft will be refunded to them by the Tender Inviting Authority.
13. Only on satisfactory completion of the supply order, the amount of Earnest Money deposit will be refunded after expiry of guarantee period, if any or any such date/ period as may be mutually agreed upon.

14. The work of ***“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018.”*** as per tender document if found of different specifications after then that ordered/ specified and / or incompletes or defected/ damaged vehicles will not be accepted. The selected agency will have to replace the same at his own cost and risk. However, if no communication the Tender inviting Authority will not be responsible for any damage, loss etc. of such defected/ damaged vehicles.
15. In case of failure to replace the accepted and rejected work from tenderer made, as mentioned in the conditions, the loss undergone by the Govt. will be recovered from the tenderer from earnest money or payment due of any bill (s) to the extend required.
16. In case of failure of work ***“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018.”*** ordered for as per conditions and within the stipulated time limit, the same work will be executed if required from the tenderer who offered next lowest rates or from any other sources, as may be decided by the Tender Inviting Authority and the loss to the Govt. on account of such purchases sale be recovered from the former supplier from security deposit/ earnest money deposit or bill (s) payable. The tenderer shall have no any right to dispute with such procedure.
17. If any time after issuing the supply order for ***“Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018”***, the tender Inviting Authority shall for any reason what so ever not require the whole or part of the execution as per specification in the order the Tender Inviting Authority shall give notice in writing to the supplier who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier might have deprived from the supply of article in full quantity of vehicles not having been hired not shall have any claim for compensation by reason of any alteration having been done in the original instructions which shall involve any curtailment of the supply original contemplated.
18. If possible, the tenders will be opened in presence of Tenderer or their representative if any present in the office of the Tender Inviting Authority.
19. The right to accept or reject without assignment any reason any or all tenders in part or whole is reserved with the Tender Inviting Authority and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
20. The tender offer received which do not confirm with the terms and conditions of this tender will be summarily rejected.
21. If the tenderer whose tender/quotation is accepted fails to execute the work order within stipulated time the EMD of such tender will stand forfeited to the Govt. and the for the supply shall stand terminated with no further liabilities on either party to the contract.

- 22. The tenderer shall submit the GST registration certificate of the agency and PAN card.**
23. No Separate agreement will be required to be signed by the successful tenderer(s) for the work of the contract for supply. Rates tendered/offered in response to the concerned tender notice shall be considered as acceptance of all legal purpose.
24. If, in the opinion of the Authority, it is necessary to carry out any additional work, the Bidder shall carry out such additional work and with the prior authorization of the Authority. Fees for such additional work shall be decided by mutual agreement at rate similar to that finalized for other similar project.
25. The Tender Inviting Authority reserves full right to terminate/ cancel the tender if not required/
26. In any case of any dispute,
The above conditions are accepted and are binding to me and my assignee.

Signature of the Supplier.

Sd/-
Tender Inviting Authority.

Date: 24 /09 /2018

NOTE: Please return the copy of the conditions duly signed along with your Tender / quotation.

ANNEXURE –I (SCOPE OFWORK)

Name of Work: - “Hiring of Vehicles for Transportation of Artists & Students for Book Festival cum Cultural Nights – 2018 from 29th Sep to 08th Oct 2018”.

The scope of services shall include but not be limited to the following:

1. The vehicle transportation of buses and cars will be required from 29th Sep 2018 till 08th Oct 2018.
2. All Cars Mentioned in the tender should be Only INNOVA & Bus capacity should be 32-seater.
3. Arrangement of Cars and Buses to be done in coordination with officials of Tourism Department as mentioned in Annexure II.
4. Agency must provide mineral water bottles in cars travelling for a far distance to VIP artists for their comfort.
5. Agency must take care of all the Toll and Parking charges, when out stationed.
6. In Case of any changes or cancellation of vehicle on any day, the no, of vehicles as mentioned below can be increased/ decreased or cancelled on actuals.
7. Agency should make sure that all the cars allotted to Tourism Department for travelling of artists for Book Fair purpose should have an up to date Car Insurance.
8. The vehicle stand by time would be 12 hours per day in case of local or out station travel.

ANNEXURE- II (FINANCIAL BID)

**Work: Hiring of Vehicles for Transportation for Officers, Writers, Artists, Anchor, Celebrities, etc.
from 29th Sep to 8th Oct 2018.**

	Date	Particulars	No. of Person	Pickup/Drop Venue	Qty.	Rate Per Vehicle	Total Amount
1	29 th Sep 2018	Jashn e man & Artists	08	Pickup-Mumbai CST	2 Cars		
		Tarpa & Tur Thali Dance	40	Dudhani to Venue	02 Bus		
2	30 th Sep 2018	Jash e aman & Artists (Hotel to Venue)	08	Silvassa	2 Cars		
		Bus - 32-Seater	Student	Schools to Venue.	03 bus x 6 Days		
		Local Travel (On Kilometer Basis)	Office Use	Silvassa, Vapi, Daman, etc.	01 Car x 7 days		
3	01 st Oct 2018	Teejan Bai & Artists	08	Drop to Mumbai	2 Cars		
4	2 nd Oct 2018	EBSB Chandigarh	70	Pickup Vapi	2 Bus		
					1 Car		
		WZCC Artists	40	Pickup Vapi	1 Bus 1 Car		
5	03 rd Oct 2018	WZCC & EBSB Artists for Cultural Fiesta	15	Pickup Vapi	2 Cars		
			125	Hotel to Venue	1 Bus (Several Times)		
		Tarpa Artists	30	Dudhani to Venue	1 Bus		
6	04 th Oct 2018	Rappi Khurana	01	Pickup Vapi	1 Car		
		WZCC & EBSB Artists for Cultural Fiesta	125	Hotel to Venue	1 Bus (Several Times)		
		Rappi Khurana	01	Drop Vapi	1 Car		
7	05 th Oct 2018	Anchor (Sunil Vaidya)	01	Pickup Vapi	1 Car		
		Classical Euphoria	19	Pickup Vapi	3 Cars		
		EBSB & WZCC	125	Drop Vapi Station	4 Bus		
					1 Car		
Classical Euphoria	19	Drop Mumbai Airport	3 Cars				
8	06 th Oct 2018	Kavi Sammelan Artists	03	Pickup Mumbai	1Car		
			03	Pickup Surat	1 Car		
9	07 th Oct 2018	Mushaira Artists	03	Pickup Mumbai	1 Car		
		Mushaira Artists	01	Pickup Vapi	1 Car		

		Mushaira Artists (Including Rahat Indori)	04	Pickup Surat	2 Cars		
		Kavi Sammelan Artists	03	Drop Mumbai	1 Car		
			03	Drop Surat	1 Car		
10	08 th Oct 2018	Mushaira Artists	03	Drop Mumbai	1 Car		
		Mushaira Artists	01	Drop Vapi	1 Car		
		Mushaira Artists (Including Rahat Indori)	04	Drop Surat	2 Cars		
		Anchor (Sunil Vaidya)	01	Drop Vapi	1 Car		
Sub Total							
Goods & Service Taxes – 5 %							
Grand Total							

Inclusions:

- Cars mentioned above should be only INNOVA & Bus Capacity minimum 32-Seater.
- The Main Event Venue as mentioned above will be Stadium Ground, Shaheed Chowk, Silvassa Char Rasta, Silvassa.
- Please note that all the prices quoted above must be for the Specifications/ quality of work as specified in Scope of Work of the Tender Document.
- The agencies must submit technical specifications of all the products for which the price is quoted.
- Rates quoted above shall be the final rate for all the above-mentioned items and services to be provided as mentioned in the Scope of Work in the RFP along with all applicable taxes like GST or any other tax / levy if required to be paid.