



# केन्द्रीय योग एवं प्राकृतिक चिकित्सा अनुसंधान परिषद्

(आयुष मंत्रालय, भारत सरकार)

61-65, संस्थागत क्षेत्र, जनकपुरी, नई दिल्ली - 110058

## Central Council for Research in Yoga & Naturopathy

(Ministry of AYUSH, Govt. of India)

61-65, Institutional Area, Janakpuri, NEW DELHI -110058

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F. No. 4-6/2009-08/CCRYN/Estt./Vol.I

Date: 29.11.2022

### **TENDER FOR PROVIDING TAXI SERVICES FOR CENTRAL COUNCIL FOR RESEARCH IN YOGA & NATUROPATHY (CCRYN) IN DELHI/NCR**

Central Council for Research in Yoga & Naturopathy, (Ministry of AYUSH) Govt. of India invites sealed tenders for Providing AC/ Non-AC vehicles (Honda City/Innova/ Swift Dezire/ Maruti Swift/Ertiga) for official duty in the Central Council for Research in Yoga and Naturopathy (CCRYN), (Ministry of AYUSH, Govt. of India), 61-65, Institutional Area, Janakpuri, New Delhi-110058.

Eligible and Interested Bidders may send their tender documents for providing taxi services in Delhi/NCR and Outstations at Central Council for Research in Yoga and Naturopathy (CCRYN) (Ministry of AYUSH, Govt. of India), 61-65, Institutional Area, Janakpuri, New Delhi-110058. Tender documents may be downloaded from Council's web site [www.ccryn.gov.in](http://www.ccryn.gov.in) (for reference only). The same has been uploaded on CPP Portal also.

<b>NIT No.</b>	<b>:</b>	<b>4-6/2009-10/CCRYN/Estt./Vol-I/VT/I</b>
<b>NIT Issue Date</b>	<b>:</b>	<b>30.11.2022</b>
<b>NIT Last Date &amp; Time</b>	<b>:</b>	<b>13.12.2022</b>
<b>Last date for tender Enquiry</b>	<b>:</b>	<b>05.12.2022</b>
<b>Date and Time of opening of bid by the Authorized Committee</b>	<b>:</b>	<b>Tender will be opened on the next day of last day of submission of tender at 12.00 PM. If the date of opening of tender false on a holiday, the next working day will be date of opening.</b>

Place: Delhi

Sd/-

Director, CCRYN

## TERMS & CONDITIONS

**Name of Work:**     **Hiring of Taxi Services in Delhi/NCR and for Outstation. (As and when required)**

CCRYN, Janakpuri desires to hire Taxis of different make/models from time to time under the following broad categories on as and when required basis.

### **1. Categories under which Taxis may be required.**

#### **1.1. Category 'A': Hiring of Taxi for 'FULL DAY' local duties.**

Under this category, certain number of Taxis would be hired with drivers on daily basis for **FULL DAY** for the needs of CCRYN for Delhi/NCR region. The detention period of Taxis hired under this category would range for 8 hours. Minimum kilometers to be charged under this category would be 80 km. per day. However, if on any particular day, vehicle runs beyond 8 hours, an extra charge as per approved rates would be paid by CCRYN besides actual kilometer run (in case of taxi runs more than 80 kms in a day).

#### **1.2. Category 'B': Hiring of Taxis for Outstation duties.**

Taxis would be hired for travel to place like Chandigarh, Rhishikesh etc for official purpose. This may involve stay outside Delhi/NCR ranging from 1 to 5 days. The payments would be made on per kilometer basis. Accommodation and meals of the drivers during outstation night stay will have to be borne/arranged by the Service Provider/Contractor only. CCRYN will not have any liability in this regard. Toll tax and parking charges will be paid as per actuals. Additional driver fee will be paid for overnight stay/driving.

Note:- The service provider/contractor would be bound to provide any number of vehicles under these categories both on normal working or any non - working day (Saturdays /Sundays/Central Govt. Holidays, etc.) as per actual need of CCRYN.

### **2. Types of Vehicles required**

- a) **Air-Conditioned (AC) Vehicles: Cooling system during the Summer Season from the month of April to October. The payment during these months will be made on the rates offered of air-conditioned vehicles.**
- b) **Non-Air-Conditioned (non-AC) Vehicles: From the month from November to March. The payment during these months will be made on the rates offered of Non-air conditioned vehicles.**

#### **c) Category of the Vehicles:-**

For the sake of convenience the following categories of vehicles are needed:-

- a) Toyota/Innova/Etios.
- b) Maruti Suzuki Ertiga/Swift Dzire.
- c) Hyundai Crysta/Xcent
- d) Honda City/Amaze.

### **3. Eligibility Conditions:-**

The following documents should be enclosed alongwith the quotations:-

- i. Name of the firm/status of the firm (Attach copy of Deeds/Articles of Association/Memorandum of Association, whichever applicable).
- ii. Copy of Registration No. of the firm/company with date and validity under Shops/Establishment Act.
- iii. Copy of Income Tax Assessment for the last three years.
- iv. Firm's/Company's Income Tax PAN No. and GST No. (A copy thereof may be attached).
- v. Proof of past performance in Central Government/State Government/ Autonomous Bodies/ Public Sector Undertakings/Corporate Offices etc. [Copy may be attached]

#### **4. Additional Eligibility Conditions:-**

- i. The vehicles would be hired for the particular duration as specified by the Council at the time of hiring of vehicles.
- ii. The rates quoted should be inclusive of GST and other taxes/levies if any. No extra payment on account of waiting charge, number of hours of duty/halting/night duty/ shift duty/ late hours charges etc. However, toll tax and parking fee if any on official duty will be payable.
- iii. It would be compulsory for the drivers deployed for duty to have a working mobile phone on which the authorized officers of CCRYN or officers using the vehicles can talk to him in case of need, especially for calling them from the parking slots / rest rooms of CCRYN or to know his whereabouts for picking from Airport, etc. Such drivers have to keep their mobile phone always switch on mode and keep them fully charged. Cost of such mobile phone or running bills will be the responsibility of drivers or operator or service provider/contractor and CCRYN will not pay any amount towards this item. All such mobile numbers, and changes in such numbers from time to time, would be duly notified to the authorized officers of CCRYN.
- iv. It shall be the duty of the drivers to keep the vehicles neat and clean on daily basis and get the entries in the requisition slip as the case may be, signed from the persons / officials who actually travelled in any such vehicle immediately on completion of each journey.
- v. The vehicles to be provided to the Council should be in good condition (Model-2017 onwards). The Vehicles shall be kept in good running condition and it should have clean upholstery. Other accessories of the vehicles may also be kept in good condition. Vehicle with damaged body due to accidents etc. shall not be sent by the company.
- vi. The vehicles should be insured comprehensively and should have necessary permits from the Transport Department/Authority of NCT of Delhi.
- vii. CCRYN will not be responsible for any challan, loss, damage, injury, accident etc. to the vehicle or to any other party.
- viii. The service provider/contractor must have all requisite clearance certificates from the concerned Government agencies as required under relevant rules for travelling in NCR areas.
- ix. The service provider/contractor has to maintain proper records to show the number of hours and mileage travelled by every vehicle.
- x. The service provider/contractor has to submit a certificate, obtained from the Competent Authority certifying proper functioning of "Kilometer Meter (Odometer)".
- xi. The drivers of the vehicles must follow traffic rules and other regulations prescribed by the Government from time to time. Drivers should be familiar with all important routes in Delhi including places in the National Capital Region and areas like Chandigarh, Rishikesh etc. for Outstation travel.
- xii. Drivers deployed for duty with CCRYN should be polite, courteous and well-mannered/behaved and should have the basic etiquettes of dealing with senior officers.
- xiii. A penalty of Rs. 2,000/- per day per vehicle for default will be levied if any vehicle fails to meet the above terms & conditions on any day.
- xiv. Contract shall be awarded initially for a period of one year from the date of contract, which can be extendable for another one year on mutual consent of both the parties, on the same terms & conditions subject to satisfactory performance during the contract period. The rates at which the contract is awarded will be valid throughout the contract period.

**5. Any Bidder not fulfilling any of these conditions / requirements would be 'technically disqualified':**

- a) Service Provider/Contractor should have work experience of similar nature and the work performed of Rs. 12,00,000/- (Rupees Twelve Lakh Only) or above in a single or multiple contracts in each year during last three years. The bidder should also be required to submit 03 years' experience certificates duly issued by Central / state Government Department or Public Sector Undertaking/ Banks/MNC's.
- b) Service Provider/Contractor should hold valid PAN/TAN number, GST Registration as applicable.
- c) Service Provider/Contractor should have a minimum 10 No. of Taxis and equal number of drivers to be deployed along with such Taxis. He would be required to submit a copy of R.Cs. and commercial registration certificates of such vehicles owned by him/legally possessed/tie up/tie up by him and /or any such other documents, which should prima facie show/establish that he owning/having legal possession/tie up of such minimum 10 number of Taxis and that too should be registered for commercial usage purpose (i.e. with yellow registration plates).
- d) He should have a minimum annual turnover of Rs. 12,00,000/- (Rupees Twelve Lakh Only) per year in last three years in the business of Taxi Operations. He should submit copies of relevant account statements/audited accounts/other documents to establish this fact.
- e) He should submit a list of major clients (Government and/or MNCs) to whom he is providing / has provided Taxi Services in the last 3 years. (Note:- CCRYN would be free to make enquiries from such clients about the work, conduct, performance, quality of service and such other related general enquiries about such Taxi providers (except the confidential commercial details like bid rates, etc.).The operator would have no objection to CCRYN making such enquiries from his existing / past clients.
- f) He should not have been 'blacklisted' by any of his existing/past clients of any Government Department/organizations, in the last 5 years for defective/deficient service or any such reason related to Taxi service provided by him.
- g) Service Provider/Contractor whose contract has been terminated before the expiry of the contract period for breach of any terms and conditions at any point of time during the preceding five years with CCRYN/Govt./Semi Govt/PSU.
- h) Security Deposit of the Service Provider/Contractor has been forfeited or adjusted against any damages/ compensation payable, in the case of any Contract entered into by Service Provider/Contractor with CCRYN or central/state Govt. or any central/ State PSU /Statutory Corporations, during the preceding five years.
- i) Service Provider/Contractor, its proprietor/any of its partners/ Directors/ Members of its Governing body has not been, at any time, convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offence involving moral turpitude.

**6. Scope of Work.**

Hiring of Vehicles as and when required basis for local/outstation journeys for use of CCRYN Officers and staff. Service Provider/Contractor shall supply on hire commercial vehicles i.e. Air- Conditioned, Hatchbacks, Sedans, MUVs for local and outstation journeys for use by the CCRYN Officials/Staff. However, no definite volume of work to be performed can be guaranteed during the currency of the contract and no assurance can be given as to the quantum of above requirement.

## **7. Submission of Bids.**

- i. Self attested copies of all the required documents in the prescribed format as specified in tender document and original DD for EMD (Bid security) in the sealed covers duly superscribed “Tender for Hiring of Vehicles” addressed to Director, CCRYN, Admn. Block, First Floor, 61-65, Institutional Area, opp.-D block, Janakpuri, New Delhi – 110058.
- ii. The tender should be submitted in physical form contains two parts i.e. Technical Bid and Financial Bid. Both Sealed Envelopes should be kept in a main/bigger sealed envelope superscribed as “Tender for Hiring of Vehicles. Bids received after last date of tender submission will not be entertained. Tender will be opened on the next day of submission of tender at 3.00 PM. If the date of opening of tender false on a holiday, the next working day will be date of opening.
- iii. The tenderer shall deposit Earnest Money (EMD) for an amount of Rs. 20,000/- (Rupees Twenty Thousand Only) (Refundable) in the form of an Account Payee DD, Fixed Deposit Receipt from a bank, or Bank Guarantee from a bank in an acceptable form in favour of Director, Central Council for Research in Yoga & Naturopathy, 61-65, Institutional Area, opp.-D block, Janakpuri, New Delhi – 110058. The Bid Security will remain valid for a period of sixty days beyond the final bid validity period.
- iv. All Micro, Small & Medium Enterprises (MSEMs) are exempted from payment of Earnest Money, subject to their furnishing along with their offer, proof of their being registered, as MSME (indicating the terminal validity date of their registration) for the item tendered, with any agency mentioned in the notification of the Ministry of MSME, like National Small Industries Corporation, etc.
- v. Self attested one recent passport size photograph(s) of the authorized person(s) of the firm/agency with name, designation, Office/ Residential address and office Telephone numbers, whether the bidder is a sole proprietor/partnership firm and if partnership firm, names addresses and telephone numbers of Directors/Partners also.
- vi. The tender documents and all correspondence’s relating to the bid should be in English language only.
- vii. While preparing the Technical and Price Bid, Bidder is expected to provide correct and relevant information. If at any stage it is found that the information supplied by the Bidder is incorrect /forged, CCRYN reserves the right to initiate appropriate legal proceedings including Termination of the contract & forfeiture of Security deposit.

## **8. Security Deposit**

- a. The successful bidder shall furnish a Performance security for **Rs. 24,000/- (Rupees Twenty Four Thousand Only) [2% of Total estimated bid amount]** in the form of Demand Draft or Bank Guarantee. The Demand draft for performance security should be from any scheduled Bank in favour of the “**Director, Central Council for Research in Yoga & Naturopathy, 61-65, Institutional Area, opp.-D block, Janakpuri, New Delhi - 110058**” payable at Delhi at the time of execution of contract. No interest will be accrued and paid on the security deposits.
- b. **This amount will be refunded after satisfactory fulfillment of the contract and all accounts thereafter are settled after six months from the date of last bill raised subject to adjustment of any claim of CCRYN, arising out of terms & conditions pertaining to the tender.**

- c. If the successful Service Provider/Contractor having been called upon by the CCRYN to furnish the stipulated Security Deposit fails to do so within the specified period, his right for the contract is liable to cancelled and it shall be lawful for the CCRYN to cancel the contract at the risk & cost beside suspension of 3 months from filling any of the bids.
- d. If the successful Service Provider/Contractor had previously held any contract and furnished Security Deposit, the same shall not be adjusted against this Bid and a fresh Security Deposit will be required to be furnished.
- e. Security deposit will remain with CCRYN throughout the period of contract and shall carry no interest.
- f. If the successful Service Provider/Contractor fails or neglects to observe or perform any of his obligations under the contract, it shall be lawful for the CCRYN to forfeit either in whole or in part, in its absolute discretion, the Security Deposit furnished by the Service Provider/Contractor or to appropriate the Security Deposit furnished by the Service Provider/Contractor or any part thereof towards the satisfaction of any sum due to be claimed for any damages, losses, charges, expenses or costs etc. that may be suffered or incurred by the Corporation.
- g. If the Service Provider/Contractor duly performs and completes the contract in all respects and presents "NO DEMAND CERTIFICATE issued by CCRYN, the CCRYN shall refund the Security Deposit to the Service Provider/Contractor after deducting all costs and other expenses that the Council may have incurred and all dues and other money including all losses and damages which the CCRYN is entitled to recover from the Service Provider/Contractor. The decision of the CCRYN in respect of damages, losses, charges, costs or expenses shall be final and binding on the Service Provider/Contractor.
- h. Whenever the Security Deposit falls short of the specified amount, the Bidder shall, make good the deficit so that the total amount of Security Deposit shall not, at any time, be less than specified amount.

**9. Relevant place and timings for counting of kilometer run and time period.**

**a. For Start Journeys**

For Taxis called at CCRYN office starting kilometer would be counted from the Office/parking place of the successful Service Provider/Contractor in Delhi. Start time would be the time when the taxi reports before the authorized officer at CCRYN, Janakpuri or his place of residence/airport/railway station etc whatsoever would be the condition.

**b. For End Journeys**

For Taxis ending their journey at CCRYN, Janakpuri, Delhi, end time would be as at the time of being relieved by the officer from CCRYN Hdqrs/Airport/Hotels/Railway Station or the residence of officer concerned and end kilometer will be the kilometer reading at the concerned office (shortage distance from CCRYN).

- 10. The vehicles to be provided shall meet all the prescribed norms under the Motor Vehicles Act & Rules there under and the norms prescribed by the Government for Taxi/Hired Vehicles (Commercial vehicles).
- 11. The prices should be quoted in the Price Bid sheet provided. The Start time would be the time when the taxi reports before the authorized officer at CCRYN, Janakpuri or his place of residence/airport/railway station etc.
- 12. Offers should not be quoted with any vague or indefinite expressions or Service Provider/Contractor should not qualify their bids in any manner not specified in the bid and all such offers would be treated as vague offers and rejected accordingly.

13. Number of Taxis required under various categories may vary according to need, keeping in view the actual need of CCRYN. CCRYN would be at liberty for requisition of any number of taxis or even no vehicle on any particular day.
14. Normally, Taxis would be required on working days from Monday to Friday. However, certain number of Taxis may also be required on non-working days like Saturdays/Sundays/Holidays, declared by Government from time to time. The operator would be bound to provide any number of Taxis so required, either on working day or in nonworking day.
15. All charges relating to maintenance and operation of the taxis including the cost of repairs of vehicles, fuel charges, salary/overtime/any other allowance of drivers, mobile phone charges or any such other cost connected with the running of such taxis shall be borne by the Service Provider/Contractor and CCRYN will pay only the eligible amount as per approved rates.
16. Any loss or injuries or even death due to any road accidents arising during the course of engagement of such Taxis by CCRYN shall be handled fully by Service Provider/Contractor, who shall take all legal actions and be responsible for all the acts of the Drivers deployed by him. CCRYN will not be responsible for any injury or even loss of life of any of drivers engaged by operators.
17. CCRYN will not have any liability arising out of any such accidents whether on account of action of the drivers of the Service Provider/Contractor or any third party. Service Provider/Contractor shall render complete indemnity to CCRYN as well as its officers and / or user of such Taxis against any liability, criminal or civil, arising on account of hiring of such Taxis by CCRYN.
18. Service Provider/Contractor should ensure availability of proper and valid insurance at all times in respect of vehicles as well as insurance coverage to passengers, third party, etc. Copies of such insurance policies should be kept in the respective vehicles with the drivers concerned.
19. Payments would be made on the monthly basis. Relevant bills complete in all respect, with all documents as required for the previous month should be submitted for payments to be made.
20. If the Initial Contract period of one year has expired and the Service Provider/Contractor is not willing to continue further, he should intimate in writing his intention at least 2 months in advance. He would be bound to continue with the arrangements in accordance with the terms and conditions of agreement during the next 2 months or till the CCRYN makes alternative arrangements for entering into fresh contract with other operator(s), whichever is earlier.
21. If the Service Provider/Contractor, during the agreement period, on any day fails to provide requisite number of Taxis of any category in accordance with the terms and conditions of the agreement, CCRYN would be free to engage such Taxis from any other source/Taxi Operator(s) in the market at the risk and cost of the Service Provider/Contractor. In such cases, the Service Provider/Contractor would be liable to pay the difference in the amount paid/payable by CCRYN for engagement of such Taxis from other source and the amount which CCRYN could have paid to the Service Provider/Contractor if such Taxis were provided by him in accordance with the rates and terms and conditions of the agreement. In such a situation, CCRYN can also impose penalties on the Service Provider/Contractor for his failure to fulfill his contractual obligations under the agreement, especially if such failure happens repeatedly. The quantum of such penalty would be as decided by Director, CCRYN keeping in view the facts and circumstances of each case and the extent of inconvenience and embarrassment caused to CCRYN on account of failure of the operator to fulfill his contractual obligations. Of course, quantum of such penalties will not be unreasonable or prohibitive, and the Service Provider/Contractor would have right to appeal to Director, CCRYN against any such order of Director, CCRYN. Habitual/repeated failure on the part of Service Provider/Contractor to fulfill his contractual obligations under the contract can even lead to cancellation of the contract at the risk and cost of the Service Provider/Contractor including recovery of losses to CCRYN on account of such cancellation and hiring of Taxis from other source.
22. Service Provider/Contractor is not allowed to sublet or transfer his obligations under the contract to any other person or entity or taxi operator. He is responsible to fulfill his obligations under the agreement. However, the Service Provider/Contractor from time to time can acquire/hire for himself more Taxis from the market or from other taxi operators / persons / entities (in addition to the fleet of

Taxis owned / legally possessed/tie up by him and as indicated in this bid / Price Bid) with a view to fulfill his obligations under the contract with CCRYN and / or replace old / bad condition taxis, either on his own or at the request of CCRYN. Similarly, he can, from time to time, hire for himself, more drivers from the market to fulfill his obligations under the contract or change drivers whose work and conduct is unsatisfactory or to take care of resignations / leaving of his existing drivers.

23. Submission of any wrong information or incorrect / false declaration in this bid / Technical Bid/Price Bid etc. will lead to rejection of the bid of such Service Provider/Contractor (s).
24. If CCRYN desires to hire for vehicles under some category mentioned in the bid and the Service Provider/Contractor fails to provide so, he may send vehicle under some other categories but the payment will be made by the CCRYN of the actual category which was desired.
25. Service Provider/Contractor is liable to arrange for the alternate vehicle in case of breakdown of vehicle en-route and if contractor is not able to provide the vehicle, the vehicle will be arranged at the market rate whatsoever and the amount will be recovered from the bills of the contractor.
26. The Director reserves the right of ordering/not ordering/cancelling/increase or decrease the quantity and to reject any or all tender quotations without assigning any reason. The decision of the Director, CCRYN, New Delhi, shall be final in all the controversies that may arise in the matter. Any dispute arising out of this will be subject to the jurisdiction of the Court in Delhi.

**27. Basic Requirements of Drivers to be deployed for CCRYN Duty.**

- i. The drivers provided along with such Taxis should fulfill all the statutory requirements of driving such vehicles like holding a valid Driving License, etc.
- ii. The driver provided for such taxi should not have been involved in any criminal activity or motor vehicle accident case in the last 5 years and his credentials should duly checked by Service Provider/Contractor before deploying him for CCRYN duty.
- iii. Director, CCRYN reserves the right to ask Service Provider/Contractor to change the drivers whose behavior is found to be not up to the mark or who has indulged in any incidence of misbehavior or non-reporting at the designated point on time or not observing the lawful instructions given by the authorized officers of CCRYN and the officers using the vehicle.
- iv. The drivers so deployed should be educated and capable of maintaining requisition slip and reading of speedometers, should have basic reading and writing skills and understanding instructions by the officers.
- v. It shall be the duty of the Service Provider/Contractor/driver to ensure that each taxi deployed for CCRYN always has sufficient quantum of fuel available and in addition driver should have enough money at his disposal to purchase additional fuel if required during the course of journey. CCRYN will not make any arrangement for providing fuel for such Taxis or advance money for such purposes (including for outstation journeys)
- vi. **The drivers so deployed should exhibit high level of honesty, integrity and should maintain correct records of timing and KM. as per actual usage and should not indulge in manipulating such record(s) or inflate KMs. readings or timings, either on their own or on the instigation of operator / his officials or even CCRYN officers or users of such Taxis.**

**28. Basic Requirements / conditions for Taxis to be deployed for CCRYN Duty:**

- a) The Taxis provided under this contract should have valid registration documents and same along with all other requisite documents like PUC, insurance, commercial registration etc. should be kept in the relevant vehicles under the charge of Driver concerned.



b) CCRYN reserves the right to ask the Service Provider/Contractor to change the vehicle which is found not to be in good running conditions or has faced regular break-down or condition of which is not up to the mark keeping in view the status of officers who are likely to use such vehicles.

**c) The vehicles with valid commercial registration numbers only shall be deployed by the operator.**

29 In the event of the Service Provider/Contractor having been adjudged insolvent or going into liquidation or winding up his business or making arrangements with his creditors or failing to observe any of the provisions of this contract or any of the terms and conditions governing the contract, the CCRYN shall be at liberty to terminate the contract forthwith without prejudice to any other rights or remedies under the contract and law and to get the work done for the unexpired period of the contract under risk & cost and to claim from the Service Provider/Contractor any resultant loss sustained or costs incurred by the corporation.

30 CCRYN shall also have without prejudice to other rights and remedies, the right, in the event of breach by the Service Provider/Contractor of any of the terms and conditions of the contract to terminate the contract and or forfeit the security deposit for the sum or sums due for any damages, losses, charges, expenses or costs that may be suffered or incurred by the CCRYN due to the Service Provider/Contractor negligence or deficiency or unworkmanlike performance of any of the services under the contract.

31 Any sum of money due and payable to the Service Provider/Contractor (including security deposit) under this contract may be appropriated by the CCRYN and set-off against any claim of the CCRYN for the payment of any sum of money arising out of, or under this contract or any other contract made by the Service Provider/Contractor with the CCRYN.

### **32 Notices.**

Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered by post/e-mail/hand delivery under acknowledgment to an authorized representative of the respective Parties. However, where such communication is by way of e-mail, the same shall be only from the official E-Mail ID(s) followed by written confirmation duly signed by authorized signatory.

### **33 Law Governing the Contract & Dispute resolution**

(a) The contract will be governed by the Laws of India for the time being in force.

(b) In case of dispute arising out of and touching upon the contract, the same will be in first referred to the Dispute /Grievance Redressal Committee constituted and functioning at CCRYN, Hqrs, Janakpuri with a view to settle the dispute. If any dispute remains thereafter, the same will be settled in the Court of Law in Delhi competent jurisdiction.

39. Any corrections/changes in the tender will be uploaded as corrigendum in the website of CCRYN only.

**Annexure – ‘A’**

**Subject: Complete list of Taxis owned / legally possessed/Tie up by the Service Provider/Contractor**

Note: If the bidder owns / possesses/tie up taxis exceeding 10, it would be sufficient if he gives a list of maximum 10 taxis

S. No	Vehicle Name and make	Model	Registration No	Registered owner Name
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Signature of the bidder/Authorized Signatory with stamp

**PART-B DETAILS OF THE COMPANY/FIRM**

**QUOTATION FOR HIRING OF AC VEHICLE AT CENTRAL COUNCIL FOR RESEARCH  
IN YOGA & NATUROPATHY, HEADQUARTERS AT JANAKPURI, NEW DELHI**

1.	Name of the Firm/Company	
2.	Complete address of Firm/Company	
3.	Location of Garage	
4.	No. and type of vehicles owned by the agency	
5.	No. of vehicle attached with the agency	
6.	No. of years of experience in providing taxis in Central Government/State Government/ Autonomous Bodies/ Public Sector Undertakings/Corporate Offices etc .	
7.	Name & Address of the Central Government/State Government/ Autonomous Bodies/ Public Sector Undertakings/Corporate Offices etc. where at present taxis are engaged on regular/ monthly basis (copy of contract letter to be attached)	
8.	PAN No.	
9.	GST Registration No.	
10.	Telephone No.	
11.	Mobile No.	
12.	E-mail address:	
13.	EMD Details (DD No. & Bank Name)	

We accept to all the terms and conditions as mentioned in the Tender Form.

Dated:

Signature of the Authorized Signatory

Seal of company

**BID SECURITY DECLARATION**

Name of Party : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

Valid Email ID : \_\_\_\_\_

Mobile No: : \_\_\_\_\_

I/We in the capacity of authorized signatory for the firm \_\_\_\_\_ hereby declare that if I/We withdraw/ modify one or any of the part of the BID submitted by me/us for the hiring of taxi by CCRYN, Janakpuri, New Delhi during the validity period the BID , our bid is liable to be cancelled besides suspension for submitting any further bids for a period of 03 Months or as decided by the competent authority of CCRYN.

(Authorized Signature with Seal of the Firm)

**BID SUBMISSION UNDERTAKING**

.....  
.....  
.....

**From (full name & address of the Service Provider/Contractor)**

To  
The Director,  
Central Council for Research Yoga and Naturopathy,  
(Ministry of AYUSH, Govt. of India)  
61-65, Institutional Area, Janakpuri, New Delhi -110058.

**Subject: Acceptance of Terms & Conditions of bid-**

**Name of Work: Hiring of Taxis by Central Council for Research Yoga and Naturopathy, 61-65, Institutional Area, Janakpuri, New Delhi -110058.**

1. I submit the Online Bid for Hiring of Taxis by Central Council for Research Yoga and Naturopathy, 61-65, Institutional Area, Janakpuri, New Delhi -110058 for a period of one year and extendable for further period another one year on the same rates, Terms & conditions.
2. I have thoroughly examined and understood all the terms & conditions as contained in the Bid document from page no.1 to – and all its annexure and agree to abide by them.
3. Bid submission undertaking has been submitted and in the event of my bid being accepted, being accepted, I agree to furnish Security Deposit as stipulated in the Bid.
4. I/We hereby unconditionally accept the bid conditions of above mentioned bid document(s)/corrigendum(s) in its totality/entirety.
5. I hereby declare that the rates quoted in Price Bid are firm/valid for a minimum of 90 days from the date of opening of bids
6. I/We do hereby declare that the I or Service Provider/Contractor on whose behalf this Bid is submitted has not been blacklisted or otherwise debarred by CCRYN or Central/State Govt. or any Central/State PSU/Statutory Corporations for any failure to comply with the terms and conditions of any contract, or for violation of any Statute, Rule or Administrative Instructions and never been convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offence involving moral turpitude and the security is never forfeited.

*I certify that all information furnished by me is correct and true and in the event that the information is found to be incorrect/untrue and are any provisions of this bid are found violated during the period of the contract, the Central Council for Research Yoga and Naturopathy (CCRYN) shall have the right to disqualify me without giving any notice or reason therefore or summarily terminate the contract besides forfeiture of the EMD/Security deposit, without prejudice to any other rights that the corporation may have under the contract and Law.*

Yours faithfully

(Signature of Bidder with Name & Official Seal)

Yours faithfully

(Signature of Bidder with Name & Official Seal)

**PART A-RATES**

**HIRING OF TAXI SERVICES THROUGH GeM  
For  
CENTRAL COUNCIL FOR RESEARCH IN YOGA & NATUROPATHY, HEADQUARTERS  
AT JANAKPURI, NEW DELHI**

S. No.	Item	Innova	Marazzo/ /Scorpio Xuv500	Crysta	Etios	Ertiga	Swift Dezire	Hyundai Xcent	Honda City	Amaze
1.	Rate for 40 kms/ 4 hrs per day									
1-A	Rates per additional kms beyond 40 kms									
1-B	Rates per additional hrs beyond 4 hrs									
2.	Rates for 80 kms/8 hrs per day									
2-A	Rates per additional kms beyond 80 kms									
2-B	Rates for additional hrs beyond 8 hrs									
3.	Rates for Outstation travel (per km)									
3-A	Other Charges for Outstation travel									
4.	Airport Pick-up (From IGI Airport) Or Airport Drop									
5.	Rates/kms within Delhi/NCR irrespective of distance/hour.									
6.	Rates/kms outside Delhi/NCR irrespective of distance/hour.									

We accept all the terms and conditions mentioned in the form.

Dated.....

(Signature of the Authorized Signatory)

Seal of the Company/Firm

**Check List of the documents to be submitted with the tender**

**Confirm the enclosure of all the below listed documents without which tenderer may not be eligible to participate in the tender:-**

<b>S. No.</b>	<b>Items/ Documents</b>	<b>Confirm (Yes/ No)</b>	<b>Page No.</b>
1.	Earnest Money Deposit or MSME Certificate		
2.	Tender form with complete details, with all pages serially numbered, signed and stamped on each page		
3.	Undertaking as per Annexure – D		
4.	Self attested photocopy of R.C. Book (In case vehicle is already purchased)		
5.	Self attested photocopy of valid Insurance Policy (In case vehicle is already purchased)		
6.	Self attested photocopy of PAN/GST/Registration Certificate		
7.	Self attested photocopy of PAN card of Firm/ Proprietor/ Managing Partner/ Managing Director		
8.	Experience-cum-Satisfactory Performance Certificate from clients where he/ she had provided Staff Car services		

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