

केन्द्रीय सूचना आयोग
Central Information Commission

2 तल, विंग 'ब' / 2nd Floor, 'B' Wing
अगस्त क्रान्ति भवन / August Kranti Bhavan
भीकाजी कामा प्लेस/ Bhikaji Cama Place
नई दिल्ली - 110066 / New Delhi - 110066

Terms and Conditions

1. The contract shall be valid for **ONE YEAR** from date of issue. The bidders may quote daily rate for both prevalent rental standard patterns i.e. 100 Kms in 10 hours and 50 Kms in 5 hours. The meter reading for payment will start and end from the place where the taxi has been asked to report for duty and returned from duty respectively. Usually the services of the vehicle would be required on Monday to Friday, but it may be required on all the seven days in a week and on national holidays.
2. The bidders may quote for every kilometer and every hour over and above the stipulated limit of 100 Kms & 10 hours for which the taxi may be retained. Excess hours will be calculated for every ½ hour retained and less than ½ hour will be ignored.
3. The taxi hired shall be for exclusive use of the Commission for the period of the contract. The taxi shall be properly cleaned and washed daily before reporting for duty. It should be in good running condition that is not older than two years from date of manufacture. In case the Commission is not satisfied with the functioning of the taxi, the bidder shall provide an alternate taxi immediately, failing which the Commission will be at liberty to hire taxi from the market. In that event any excess amount paid shall be deducted from the monthly bill of the taxi used.
4. The bidder shall provide, for each taxi hired, an exclusive and dedicated driver. The bidder shall certify about the character and skills of the driver. The Commission will be free to conduct police verification of the driver. The driver should have an appropriate valid commercial license as per provisions of the Motor Vehicles Act, with an unblemished record of accident free driving in the past five years. The driver shall always be in a **uniform** and should be **well mannered**. The driver should have a **mobile phone** at all times while driving for the Commission. The bidder shall provide an alternate driver at twenty-four hours notice, in case the services of the driver are not found to be satisfactory. **It shall be the responsibility of the driver concerned to obtain proper signature / name / designation of the releasing officer on the duty slip of a particular day. Overwriting, if any over Opening / Releasing Kilometer / Hours without counter signature of the releasing officer shall not be entertained.**
5. In the event of a breakdown of the vehicle during any journey, the staff/officer of the Commission shall be at liberty to hire a taxi to reach the place of meeting or destination. The excess amount spent shall be debited from the

monthly bill. The bidder/owner may provide an alternative taxi/car for the completing the journey, if required.

6. The bidder shall provide indemnity to the Commission against any liability criminal/civil arising on account of the taxi hired by the Commission.

7. The cost of fuel and maintenance of car, mobile phone charges and salary of the driver will be borne by the bidder.

8. While submitting the bids, the bidders may provide references of a Government/semi-Government/autonomous organization to which they have supplied such services earlier along with copies of recommendatory letter given by those offices.

9. The Commission is not specifying the fuel of the car as it is left to the bidder. In case the vehicle has switched on to CNG, it should have proper authorization from the competent authorities. The Commission shall be guided by the cost effectiveness and quality of services rendered in past for which references with regard to the satisfactory provision of services to Govt./semi-Government/autonomous organizations has been sought.

10. The bidders shall abide by these terms and conditions. Agreement containing the above may be drawn to remove any doubts in this regard.

11. The Commission will, after deducting TDS etc., surcharges or any contingency charges, pay the bill including parking charges for utilization of the vehicle in fifteen days of submission of the bill to the Commission.

12. The Commission deserves the right to change any condition listed above to suit its convenience.

13. In the event of dispute, the Chief Information Commissioner of the Central Information Commission or his nominee shall be the sole arbitrator. All disputes arising shall be resolved before the competent court having jurisdiction/area where the Commission is located.

14. No. dispute can be raised about the subjective satisfaction of the Commission about the services of driver or the car.

15. The Commission has a right to cancel the tender/contract at any time without giving any reason/prior intimation.

DECLARATION

I/We have read the above terms and conditions carefully, understood them thoroughly and agree to abide by them.

Place: New Delhi.

Signature (s) of the proprietor/partners
or authorized signatory (with firm/
company seat)

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No. 8/5/2007-Admn.-CIC

Dated: January 19, 2010

To

Subject: Invitation to Bid for engagement of Taxi Operators on Contract basis during 2010-11 bids for.

Dear Sir,

The Central Information Commission proposes to engage taxi operators for providing taxi services (for **DELHI & NCR**) for a period of **One Year on contractual basis**. Bids are called from the interested parties for this purpose.

2. If you are interested to participate in the selection process, you may like to fill in the enclosed Bid Form by quoting your rates. Besides, you are required to sign and return the enclosed terms and conditions in token of accepting them. Escalation clause, if any, can be negotiated by the successful bidder. The successful bidder will have to show for inspection the vehicles, which are proposed to be run for the Commission.

3. The quotations alongwith **Demand Draft of Rs.5000/- as Earnest Money in favour of "PAO, CAT"** in a sealed cover and clearly super-scribed with the word "**Tender for engagement of taxi operators during 2010-11**" should reach the undersigned in **Central Information Commission, Room No.304, "B" Wing, August Kranti Bhawan, Bhikaji Cama Place, New Delhi-110066 on or before 5th February,2010 by 1600 Hrs.** The quotations received after closing date will not be entertained. The quotations will be opened at **1630 Hrs on the same day**. You or your representative may like to be present at the time of opening of the quotations. **The earnest money will be refunded to the unsuccessful bidder.**

4. The necessary details may also be seen on our website i.e. www.cic.gov.in.

Yours faithfully,

(SUKHBIR SINGH)
Section Officer (Admn.)

Copy to:

1. As per list attached.
2. Mr. Paul, NIC with request to upload in the CIC website, the above letter dated **19.01.2010** alongwith its enclosures i.e. "Bid for Taxi Services", "Terms and Conditions", for wide publicity.

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Central Information Commission

Bid for Taxi Services on DAILY RATED BASIS

Name of the Company/
Firm/Proprietor :
Along with address

Name of Contact person
Along with phone/Cell No. :

Sl. No.	Make of Vehicle	Full Day Rate	Half Day Rate	Extra Time Rate ²	Extra Km Rate ³
		For 100 Kms in 10 hours	For 50 Kms in 5 hours		
		Rs.	Rs.	Rs./Hr	Rs./Km
1	Indica, Non-A/C				
2	Indica, A/C				
3	Esteem, A/C				
4	Indigo, A/C				
5	Innova A/C				
6	Other A/C vehicles (Please specify brand name)				

Place: _____
proprietor/partners

Signature(s) of the
or authorized signatory
(with firm/Company seal)