

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

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

Dated: December 30, 2008

Expression of Interest (EOI)

Subject: Engagement of Taxi Operators on Contract basis during 2008-09- bids for.

The Central Information Commission proposes to engage taxi operators for providing taxi services for a period of one year on contract 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 last date for submission of duly completed Bid papers is Thursday 15th January, 2009 by 4.00 p.m. The proposals are to be sent to the undersigned by speed/registered post at the above address in a sealed cover mentioning thereon "Quotation for Taxi Services" or it may be inserted in the Tender Box installed in Administration Section, Room No. 304 at the same address.

Yours faithfully,

(Ashish Kumar)
Under Secretary (Admn.)

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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. 80 Kms in 10 hours, 100 Kms in 10 hours and 40/50 Kms in 4/5 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 80 Kms & 10 hours and 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. They may also furnish monthly quotation of supply of taxis. The vender can also provide car on monthly basis giving rates for 2500 Km per month on a 10 hourly basis per day.
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.
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 service tax, 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.

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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Bid for Taxi Services

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

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

Sl. No.	Make of Vehicle	Full monthly rate for 2500 Km/per month and 10 hours daily service	Full Day Rate for		Half Day Rate for		Extra Time Rate ¹ Rs./Hr	Extra Km Rate ² Rs./Km
			80Kms in 10 hours Rs.	100Kms in 10 hours Rs.	40Kms in 5 hours Rs.	50Kms in 5 hours Rs.		
1	Ambassador, Non-A/C							
2	Ambassador, A/C							
3	Indica, Non-A/C							
4	Indica, A/C							
5	Esteem, A/C							
6	Indigo, A/C							
7	Other A/C vehicles (Please specify brand name)							
8	Mini Truck (for Transport of office furniture, etc.)							

Place:

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

1. Rate for retention of vehicle beyond the prescribed time i.e. 5 hrs. or 10 hrs.
2. Rate for running vehicle beyond the prescribed distance i.e. 40/50 Kms or 80/100 Kms.