



APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

CET campus, Thiruvananthapuram - 695 016

Ph: 0471 2598122; Fax: 2598522 www.ktu.edu.in Email: university@ktu.edu.in

KTU/P/540/2015

18.02.2020

Tender No: 001/2020/AffIn:

Tender Notice

Hiring of Taxis/Cars for one year on trip/daily basis

Sealed Tenders are invited from reputed Tour and Travel agencies/Car rental firms/ Taxi service operators located in Kerala for hiring Air Conditioned Taxis/Cars on demand basis for the official use of APJ Abdul Kalam Technological University, Thiruvananthapuram, (hereinafter referred to as 'University'), for one year. The Taxis/Cars are to be provided on trip/daily charge/rent basis. The vehicles as per demand are to be made available in various cities and towns in Kerala for the use of officials and experts of University. The requirement of the vehicles may not be consistent throughout the year but may vary depending on the requirement of the University such as expert committee visits to various Engineering Colleges of the State, conduct of seminars and conferences etc. The interested tour and travel agencies/car rental firms/ taxi service operators having at least 5 own offices in Kerala and offices by way of contract with other operators in all districts in the state may submit sealed tenders in the statement enclosed as **Annexure-I** addressed to 'The Registrar, APJ Abdul Kalam Technological University, School of Management Building, CET Campus, Thiruvananthapuram-16' latest by **04-03-2020, 3 PM**, subscribed as "Tender for the hiring of taxis/cars for APJ Abdul Kalam Technological University". Bids received after the specified date and time will not be considered. The tenders will be opened on the same day at 4. P.M in the presence of such of the bidders or their representatives, who may wish to be present. Hypothetical/Conditional/incomplete bid will not be entertained.

The bid should be submitted in a sealed cover consisting of details of technical and financial bid for the supply of A/C Taxis/Cars which should contain all technical details and rates. The bidders should quote their unconditional rates strictly as per the Annexure-I. Each page of the tender should be duly stamped and signed by the authorised signatory. The technical information required to be furnished are:



1. The bidder should have at least five years experience of providing vehicles to Govt./Semi Govt./PSUs or any reputed organisations. Satisfactory Service Certificate from the concerned Organisations needs to be furnished.
2. Copies of Certificate of Registration of all vehicles registered in the name of transport company/firm/Agency or in rental agreement with the firm.
3. The bidder should have the ownership or of at least 5 vehicles (the vehicles should be registered either in the name of firms or owner's name).

Other Terms & Conditions

1. Risk Hire Clause - In case the firm, awarded contract, fails to supply the requisite number of vehicles as per demand, this office reserves the right to hire the Taxis from other Taxi stands at the risk and cost of the firm. The cost difference between the alternative arrangements and tender value will be recovered from the firm.
2. If the firm/agency after submission of bid and due acceptance of the same i.e. After the award of contract, fails to abide by the terms and conditions of these tender documents, or fails to complete his contract period or at any time repudiates the contract. The University will have the right to forfeit the Performance Security deposited by the bidder.
3. The vehicles provided should be authorised to be used as taxi and should have proper permission of the areas to be travelled and should not be more that 7 years old.
4. The contractor should be able to provide AC Taxis/Cars at a short notice also. For regular requisitions the taxi must reach the destination 30 minutes in advance.
5. The drivers engaged in the taxis should have valid driving commercial license to operate the taxi, issued by the Transport Authorities. Other necessary certificates like Road Tax clearance, pollution certificate etc. should be in existence for all vehicles quoted.
6. The drivers should always be in uniform as may be provided by the agency with mobile phones and should be well mannered.
7. The vehicles on duty shall have to be kept in clean condition. The vehicle should be in condition and the seats should be comfortable. No payment shall be made if the vehicle is found in dirty or shabby condition.
8. In case of break down while in journey, alternative arrangement shall have to be made by the contractor failing which the taxi will be hired from the open market and the expenses incurred thereon shall be deducted from the monthly bill of the contractor.



9. The University reserves the right to terminate the contract without assigning any reason by giving the contractor one calendar month notice of its intention to do so.
10. Penalty Clause: In the event of contractor failing to execute the work i.e., supply of taxis on hire basis any time to the full satisfaction of University, the Competent Authority reserves the right to cancel the contract or withhold the payment due to contractor in part or full and to forfeit the Performance Security deposit.
11. Billing will be for the trips or for daily basis as the case may be and the trip start from the University Office or from other designated place where the journey starts. Copies of the trip sheet of concerned vehicles have to be attached along with bills for the month.
12. The contract will be valid for one year from the date of award of the contract. No request of hike in approved rates for supply of taxis will be entertained during the period of contract for any other reasons what so ever.
13. If on any occasion it is found that the driver of any vehicle has made wrong entries in the duty slips relating to time and kilometer reading of start or closing of journey, the contractor shall be responsible for the same. The University reserves the right to withhold full payment of the day in respect of such vehicle.
14. The tender document can be downloaded free of cost from University website www.ktu.edu.in/Tenders
15. Decision of Competent Authority of University regarding acceptance or rejection of a tender will be final and binding.

Performance Security

The successful bidder, irrespective of its registration status etc. will have to furnish a Performance Security of Rs.20,000/-(Rupees Twenty thousand only) in the form of DD/Bank Guarantee in favour of The Registrar, APJ Abdul Kalam Technological University, Thiruvananthapuram within 10 days of after getting intimation from the University and have to execute an agreement with the University in Kerala Govt. Stamp paper of value Rs.500/-. If the firm/agency fails to furnish the required performance security within the specified period, the University have the right to award the task to the next lowest firm. Performance Security will be refunded to the supplier without any interest whatsoever after it duly performs and completes the contract in all respects. Performance Security will be forfeited if the firm fails to perform any of the terms and conditions of the contract, besides it may also be black listed.

Dr PADMAKUMAR G P
Registrar



* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.



Annexure I

Format for furnishing financial bid for supply of AC Taxis/Cars for the official use of

APJ Abdul Kalam Technological University (APJAKTU)

Sl. No	Description	Indica/ WagonR	Indigo/ Swift	Esteem/ Swift Dezire/ SX4/ Similar cars	Innova/ Similar cars
1	Full day (10 hrs) rent. Specify the kilometers and extra charges per km, per hour, night halt charges etc.				
2	Half day (5 hrs) rent. Specify the Kilometres and extra charges per Km, per hour etc.				
3	Rate for extra per Hour / per Km in special cases, if any				
4	Night charges for Out Station				

