



ARTIFICIAL LIMBS MFG. CORPORATION OF INDIA.

**S-3/66 & 14-C, Mancheswar Industrial Estate,
Auxiliary Production Centre (APC)**

**S-3/66 & 14-C, Mancheswar Industrial Estate
Bhubaneswar – 751 010**

Call – 0674 – 2581210 / 2580210

Website: www.alimco.in



TENDER NOTICE No. APC/OT/02/AW
ATTN: TRAVEL AGENCIES/VEHICLE OWNERS

1. Sealed Tenders are invited from reputed and experienced Travel Agencies/Vehicle Owners having valid possession of Commercial (Diesel) vehicle in good condition of BOLERO 2015 or lateral Model for engagement/attachment of their vehicle for fulfilling Corporation's day to day requirement of transportation of personnel/goods within the state Odisha on contractual basis for a period of **one year**.
2. **Tender documents** can be obtained between 09.30 hours to 17.00 hours or available on Corporation website (Monday to Friday) on payment of Rs. 100.00 (**Non refundable**) + 12% GST by A/C payee DD/Banker's cheque in favour of **ALIMCO, APC Bhubaneswar** payable at Bhubaneswar or by cash along with written request on printed letter head of the party within **fifteen days of publication** of this notice i.e. 20.09.18 to 04.10.18.
3. The Corporation reserves its right to float more than one tender for the above and to accept or reject any or all the request/offers without assigning any reason thereof.

Dy. General Manager & Head of the Unit.
APC, Bhubaneswar

AUXILIARY PRODUCTION CENTRE
Artificial Limbs Manufacturing Corporation of India
(A GOVERNMENT OF INDIA UNDERTAKING)
S-3/66, Industrial Estate, Mancheswar, Bhubaneswar – 751 010
CIN NO: U85110UP1972GOI003646

APC/OT/02/AW

Dated:- 20/09/2018

M/s _____

Tender No. OT/APC/02/AW Dated: 20/09/2018, Due- 04/10/2018

SUB: TENDER DOCUMENTS FOR ENGAGEMENT OF VEHICLE ON CONTRACT BASIS FOR A PERIOD OF ONE YEAR FROM THE DATE OF ENGAGEMENT.

Dear Sir,

Sealed tenders are invited from reputed Travel Agencies / Vehicle Owners who are in valid possession of suitable commercial (Diesel) vehicle of the following category for engagement / attachment of their vehicle for fulfilling Corporation's day-to-day requirement of transportation of personnel / goods within the state of Orissa on contractual basis in accordance with the terms and conditions indicated in the succeeding paragraphs for a period of **ONE YEAR**. The vehicle shall be normally engaged by the corporation on all working days in a month. Sundays and Holidays shall be for general maintenance purpose.

VEHICLE TYPE – MAHINDRA BOLERO

(2015 or later Model)

1. The model and year of manufacture of the vehicle should be of year 2015 or later.
2. The vehicle should be in perfect running condition and with good finish on the exterior and interior sides including upholstery seating arrangements. It should have valid Commercial Road permit and fitness certificate of the competent authority, which are required to be produced in original for verification on the date of tender and after opening of the tender bid, true copies submitted with the tender.
3. The vehicle shall be engaged on contract basis for a period of ONE YEAR which shall be extendable for a further period of 12 months if mutually agreed.

4. All the tenderers should offer in the tender a fixed monthly rental for the offered Commercial (Diesel) vehicle separately (Please specify the vehicle & model) Excluding the charges for fuel and other additional charges, if any as per enclosed format at appendix-"A" with this tender. All the Tenderers must submit as an Earnest Money Deposit @ 2.5% of Fixed monthly quoted value for the contract period by Demand Draft in favour of ALIMCO, APC, BHUBANESWAR or Pay Order or Banker's Cheque. **No other mode is acceptable.** The EMD shall be released within 30 days of finalization of the Contract to the unsuccessful Tenderers. No interest will be payable on the EMD.
5. The successful tenderer will be required to deposit 5% of Fixed monthly quoted value of the contract period as Performance Guarantee (PG) in the shape of Demand Draft only in favor of ALIMCO payable at Bhubaneswar for due discharge of the Contract released on the basis of this tender. This will be retained till the expiry of the contract / completion of Contract. No interest will be payable on the Performance Guarantee (PG). Corporation, on specific request by the tenderer, may relax the condition of deposition of Security Deposit from Running / Pending Bills or credit balance of the tenderer, if any. The earnest money already submitted with the tender will be adjusted towards Performance Guarantee (PG)
6. **Complete details of the offer of the vehicle like fixed monthly rental, average fuel requirement in terms of Kms per litre, requirement of Mobil oil per minimum running Km and charges for providing the services on all working days in a month along with night halting charges for outstation duty should be separately and clearly indicated in the offer in the enclosed format at appendix-"A" with this Tender.**
7. The Corporation shall have the right to fix the duty hrs of the vehicle on 'as required basis. The vehicle shall have to report for duty at S-3/66 or 14/C, Mancheswar Industrial Estates Bhubaneswar-751010 at 08-30 AM or at any other predetermined place and time. In case of delay in reporting at the assigned place beyond ½ an hour, the Administrative Officer or the Authorized Official of the Auxiliary Production Centre shall have the right to treat the vehicle as "Not Available" for one complete day and make the deductions accordingly.
8. The vehicle is normally expected to be utilized for 1000 to 2500 kilometers every month .
9. In case of non-provision of the vehicle on any day, the Corporation shall be entitled to deduct two days rental for each day of non-availability.

10. The upkeep and repair of the vehicle shall be the responsibility of the successful tenderer. Such repairs / upkeep shall have to be organised in times beyond the contracted working hrs of the vehicle. However, in case of requirement of repairs during the working hrs on account of unavoidable circumstances, the successful tenderer shall have to arrange for providing the services of an alternate vehicle. In case of non - availability of the engaged vehicle (i.e. MAHINDRA BOLERO), the successful tenderer shall arrange to provide similar vehicle as an alternative. In case alternative similar vehicle is not immediately available, the successful tenderer may provide any other vehicle with prior permission of the competent authority of the Auxiliary Production Centre. However, all such vehicles provided as alternative arrangement must have all statutory /legal requirements fulfilled/complied.
11. The vehicle shall be manned by a suitable experienced driver with valid commercial license and adequate minimum experience of driving such offered vehicles. The successful tenderer has to ensure that the driver reports in proper turn out. The driver should be conversant in Oriya & Hindi languages. He should also be in possession of an appropriate valid driving license during the period of contract. The assigned driver shall have to observe the rules & regulations of the Corporation for maintaining peace, discipline & good behavior while on duty.
12. The successful tenderer shall be fully responsible for all legal and constitutional requirements in respect of the offered vehicle and the driver.
13. The vehicle can be allocated any number of duties in a day. The Corporation reserves the right to deduct an equivalent amount of a day's rental for failure / refusal to carry out any assigned duty for that particular day.
14. The vehicle driver shall have to maintain a logbook and keep a written record of all the duties performed and shall have to get the same duly verified by the authorised representative of the Corporation.
15. The successful tenderer of the vehicle shall be required to submit the bill for utilisation of the vehicle within three days of completion of the month. The duly checked, verified and evaluated charges shall be payable within 15 days of receipt of such bills subject to deduction of applicable taxes and levies, if any.
16. The tenderer should necessarily submit photo copy of all the relevant papers like registration certificate, fitness certificate, road permit, goods tax payment receipt, insurance drivers license etc. along with the tender itself duly certified by him as "true copy" whose originals may be required to be verified on the due date of tender.
17. The initial meter reading shall be taken either at the factory gate or at the starting place of duty and shall get terminated at the factory gate or any other place within a radius of 10 kilometers from the factory gate. The Corporation can permit additional

compensation of actual travel of the vehicle from the factory gate to the notified parking place of the successful tenderer after close of each day's duty for which a maximum of 3 km run per side (Up & Dn) based on actual distance & from the factory gate to the notified parking place subject to verification.

18. The Corporation shall enter into a contract with the successful tenderer on a non-judicial stamp paper of Rs.100.00 (Rupees One Hundred) only.
19. It shall be the prime responsibility of the successful tenderer to keep the vehicle in good running conditions and well maintained along with all valid documents as per the laws of the land. Insurance/ fitness charges/ registration fee or any other charges shall be paid and borne by the successful tenderer.
20. In case, the successful tenderer does not accept the letter of engagement or refuses to do the work, the EMD submitted by him shall be forfeited. In the event the successful tenderer backs out during the period of contract and there is breach of terms / conditions of the contract by not supplying the approved vehicle, the Performance Guarantee (PG) of the successful tenderer shall be forfeited.
21. The tenderers are required to sign all the pages of their tender including all annexure attached to the tender in totality as a token of acceptance of all terms & conditions of the tender document.
22. The contract can be short closed by giving 30 days clear notice by APC ALIMCO without assigning any reason. Similarly the Successful tenderer may also desert the contract by giving 30 days clear notice.
23. The sealed tenders should reach the office of the undersigned at S-3/66, Mancheswar Industrial Estate, Bhubaneswar-751010 latest by 15.00 hrs. on **04/10/2018** super scribing Tender No. & date on the envelope. **The corporation shall not consider tenders received late.** All the tenders received by the Corporation with in the stipulated time of closing shall be **opened at 15.10 hrs on 04/10/2018** by the Corporation's Tender Opening Committee in presence of the tenderers or their authorized representatives who may like to be present.
24. In event of any dispute arising out of this tender, the decision of the Deputy General Manager & Head of the Unit shall be final and binding on both the parties. The Contract shall be subject to the jurisdiction of the Bhubaneswar courts only.
25. The Corporation shall have the right to accept or reject any or all the tenders without assigning any reasons thereof.

(Authorized Signatory)
AAPC, BBSR.

APPENDIX - 'A'

DETAILS TO BE FURNISHED BY THE TENDERERS ALONGWITH OFFER

1	Name of Vehicle offered & Model	:
2	Name & Address of the tenderer/owner	:
3	Vehicle Registration Number & Year of Manufacturing(Self Attested Photocopy of RC to be submitted)	:
4	Name & Address of the Owner of the vehicle with Mobile No.	:
5	Fixed Monthly Rent (EXCLUDING FUEL)	:
6	Mileage Per liter of Diesel of Fuel to be paid extra	:
7	Claim of liters' of Mobil oil per Minimum km run	:
8	Extra Hour Charges for Running beyond 12 hours of Running in a day if any	:
9	Extra Charges Beyond all working days of running in a month if any	:
10	Night Halt Charges if any	:
11	Other Charges, if any	:

12	Validity of Fitness Certificate (Self Attested Photocopy of Fitness Copy to be submitted)	:
13	Range/Area of Permit & Validity for Commercial Purpose (Self Attested Photocopy to be submitted)	:
14	Insurance Details (Mention valid upto which date/month year) (Self Attested Photocopy of Insurance Details to be submitted)	
15	Driver's License Validity (Self Attested Photocopy by driver of Driver's License to be submitted)	

UNDERTAKING

Information provided above are true and I agree to produce all original documents as per tender terms and on demand.

Signature of Tenderer with Date & Seal

**Name of Authorized Signatory:
Designation**

Place:

Date :