

PANJAB UNIVERSITY, CHANDIGARH

SHORT-TENDER NOTICE

Sealed Tenders are invited for about **10** or as per actual requirement, A.C.-Non A.C. **Metal Covered body vehicles (i.e. Mohindera Balero/Tata 207 & Tata-407)** on hire basis for various University related activities particularly for delivery and collection of examination material including Answer-books to/from the centres located in the State of Punjab as well as Chandigarh. Contract will be effective w.e.f. **01.12.2017 to 30.11.2018**. Interested parties may submit their sealed Tenders latest by **22.11.2017 upto 11.00 a.m.** in the Office of the Assistant Registrar (Conduct), Administrative Block, 3rd Floor, P.U, Sector-14, Chandigarh.

The instructions and terms & conditions can be downloaded from the P.U. website: **www.puchd.ac.in** .

Sd/-
Controller of Examinations

Note:-

The date of opening of Tenders is fixed for **22.11.2017 (Wednesday)** at **3.00 p.m.**, in the Office of the Controller of Examinations, Administrative Block, 3rd Floor, P.U., Sec.14, Chandigarh.

TENDER NOTIFICATION

The Panjab University, Chandigarh invites sealed Tender/s from the Registered Travel Agency/Taxi Service Provider Agency/Firm/Organisation situated in tricity i.e. Chandigarh, Panchkula and Mohali for hiring **10** or as per actual requirement, A.C.-Non-A.C. (Metal Covered body vehicles (i.e. Mohindera Balero/Tata-207 & Tata-407) on hire basis for various University related activities particularly for delivery and collection of examination material including Answer-books to/from the centres located in the jurisdiction of Panjab University in the State of Punjab and Chandigarh. Contract will be effective w.e.f. **01.12.2017 to 30.11.2018.**

Tender notification including detail of instructions and terms & conditions can be downloaded from the P.U. website: **www.puchd.ac.in.** The tenders are to be submitted in the prescribed **Proforma-A** (neatly and legibly) along with the undertaking duly signed in a sealed packet marked "Tender for providing Metal Covered body vehicles on hire basis" on or before **22.11.2017 upto 11.00 a.m.** in the Office of the Assistant Registrar (Conduct), Administrative Block, 3rd floor, P.U., Sector-14, Chandigarh.

The sealed tenders with cutting or overwriting in the rates quoted whether in figure of words shall not be accepted. Conditional tenders and those received after due date will not be entertained.

Sd/-
Controller of Examinations

PROFORMA-A**TENDER PERFORMA FOR QUOTING THE RATES ETC. FOR SUPPLY OF METAL COVERED BODY VEHICLES**

Sr. No.	Description	
1.	Name of the Travel Agency/Taxi Service Provider/Firm/Organisation :	
2.	Registration No :	
3.	Address : a) Head Office: b) Branch Office (If any)	
4.	a) Phone No : b) Fax No. c) e-mail (Address)	
5.	PAN/TAN Number & G.S.T No :	
6.	<p>Rates per k.m. for min 200 k.m. (in case of Metal Covered body vehicles (i.e. Mohindera Balero/Tata 207 & Tata-407) a day to be charged for Punjab State (except Chandigarh) as well as min. 80 k.m. a day and 8 hours duty for Chandigarh to be charged:</p> <p>Note : (Rates be quoted separately i.e. Pb. & Chd and strictly according to the above said prescribed kilometer range. Rates quoted in format other than above will not be considered).</p> <p>Category-B (Metal Covered Body Vehicles)</p> <p>a) Mohindera Balero/Tata 207 (Non-A.C.)</p> <p style="text-align: center;">(With A.C.)</p> <p>b) Tata 407 (Non-A.C.)</p>	<p>Accepted/Not Accepted (please tick mark)</p>
7.	<p>Other Charges :</p> <p>a) Night Halt charges will be applicable after 11 p.m. @ Rs. _____ (as per lowest bid to be quoted)</p> <p>b) Toll Tax, Parking Fees, G.S.T, State Entry Tax will be paid extra, on actual basis.</p>	

Note:- Please attach certified copy of all above said documents.

**Authorized Signatory
With Stamp**

Annexure-II

TERMS & CONDITIONS

The terms and conditions of the tender which shall form the basis of contract/agreement are as under:-

1. The vehicles are to be hired for various University related activities particularly for delivery and collection of examination material including Answer-books to/from the centres located in the State of Punjab as well as Chandigarh as per direction/vehicle movement schedule duly approved by the Controller of Examinations.
2. Successful Tenderer will have to sign an Agreement Deed on stamp paper worth Rs. 20/- after finalization of Terms & Conditions.
3. Income Tax/TDS as pre existing rates will be deducted at source.
4. Service Tax or GST, if applicable, on actual basis if charged from the service receiver deposited by the Service Provider to Service Tax Department.
5. The Contractor will provide good quality vehicles as well as services during the contract period.
6. The Contractor, if found deficient in providing quality service or fails to comply with any of the condition of the agreement, the Controller of Examinations, P.U. Chandigarh shall have the right to:
 - i) Impose penalty;
 - ii) Cancel the agreement;
 - iii) Hire the taxis from the market and the Contractor shall be bound to make good the loss sustained and incurred to the University in this connection.
7. The Contractor/Tenderer whose tender is accepted shall have to deposit a sum of **Rs. 50,000/-** (Rupees Fifty Thousand only) as a **Performance Guarantee** (Refundable after completion of job satisfactorily) in the shape of Bank guarantee of any Nationalized Bank in favour of the Registrar Panjab University, Chandigarh. In case of any deficiency of service, the University can call upon the Bank to encash the guarantee amount.
8. The Controller of Examinations reserves the right to accept or reject the tender without assigning any reason and his decision in all matters concerning the tender shall be final.
9. All disputes shall be settled at Chandigarh.

Sd/-

Assistant Registrar (Conduct)
for Controller of Examinations

Dated:_____

UNDERTAKING

Certified that I/We have gone through the terms and conditions and these are acceptable to me/us. The details and copy of declaration relating to registration of the Travel Agency/Taxi Service Provider/Firm/Organisation is submitted herewith as required under this tender. The rates are also given in the tender/quotation.

(Signature)

Address_____

Mobile No._____

Office No._____

E-mail:_____

Dated:_____