

**PANJAB UNIVERSITY, CHANDIGARH**

**TENDER NOTICE**

Sealed Tenders are invited for about 20-25 or as per actual requirement, A.C.-Non A.C. Taxis (i.e. Tata Sumo/Qualis/Tavera/Innova etc.) on hire basis for various activities particularly for delivery and collection of examination material to/from the centres located in the state of Punjab as well as Chandigarh. Contract will be effective w.e.f. **1.4.2016 to 31.3.2017**. Interested parties may submit their sealed Tenders latest by **29.1.2016 upto 4.00 p.m.** in the Office of the Assistant Registrar (Conduct), Administrative Block, 3<sup>rd</sup> 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 has been fixed for **3<sup>rd</sup> February, 2016** at **3.30 p.m.** in the Office of the Controller of Examinations, Administrative Block, 3<sup>rd</sup> 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 situated in tricity i.e. Chandigarh, Panchkula and Mohali for hiring 20-25 or as per actual requirement, A.C.-Non-A.C. Taxis (i.e. Tavera/Qualis/Tata Sumo/Innova etc.) for various activities particularly for delivery and collection of examination material 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. 1.4.2016 to 31.3.2017.

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** alongwith the undertaking duly signed in a sealed packet marked "Tender for providing Taxis on hire basis" on or before **29.1.2016 (upto 4.00 p.m.)** in the Office of the Assistant Registrar (Conduct), Administrative Block, 3<sup>rd</sup> 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. Also the conditional tenders and tenders received after due date will not be entertained.

**Sd/-**  
**Controller of Examinations**

**PROFORMA-A****TENDER PERFORMA FOR QUOTING THE RATES FOR SUPPLY OF TAXIS**

<b>Sr. No.</b>	<b>Description</b>	
1.	Name of the Travel Agency/ Service Provider :	
2.	Registration No :	
3.	Address : a) <i>Head Office:</i> b) <i>Branch Office (If any)</i>	
4.	a) <i>Phone No :</i> b) <i>Fax No.</i> c) <i>e-mail (Address)</i>	
5.	<i>PAN Number :</i>	
6.	<b>Rates per k.m. &amp; min k.m. to be charged for different kinds of Vehicles in Punjab State as well as Chandigarh :</b> <b>(Rates be quoted separately i.e. Pb. &amp; Chd)</b>  a) SUV Vehicle (Tavera/Qualis/Tata Sumo/Innova etc.) (Non-A.C.)	
	b) SUV Vehicle (Tavera/Qualis/Tata Sumo/Innova etc.) (With A.C.)	
7.	<b>Other Charges :</b> a) Night Halt charges will be applicable after 11 p.m. @Rs._____ <b>(as per lowest bid to be quoted)</b>  b) Toll Tax, Parking Fees, Punjab Entry Tax will be paid extra on actual basis.	

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

**Authorized Signatory  
With Stamp**

**TERMS & CONDITIONS**

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

1. All Examinations related material are to be delivered/collected at/from various Colleges/Examination centres situated in the jurisdiction of Punjab University 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 as pre existing rate will be deducted at source.
4. The Contractor, if found deficient in providing 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.
5. The Contractor/Tenderer whose tender is accepted shall have to deposit a sum of **Rs. 35,000/-** (Rs. Thirty Five 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.
6. 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.
7. All disputes shall be settled at Chandigarh.

**Sd/-**

Assistant Registrar (Conduct)  
for Controller of Examinations

Dated:\_\_\_\_\_

**Annexure-III**

**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 firm 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:\_\_\_\_\_