



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2023/B/3293610

Dated/दिनांक : 21-03-2023

**Bid Document/ बिड दस्तावेज़**

<b>Bid Details/बिड विवरण</b>	
<b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>	12-04-2023 16:00:00
<b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>	12-04-2023 16:30:00
<b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>	30 (Days)
<b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>	Ministry Of Finance
<b>Department Name/विभाग का नाम</b>	Department Of Financial Services
<b>Organisation Name/संगठन का नाम</b>	National Housing Bank (nhb)
<b>Office Name/कार्यालय का नाम</b>	1hc Lodhi Road New Delhi
<b>Item Category/मद केटेगरी</b>	Monthly Basis Cab & Taxi Hiring Services - Sedan; 3000 Km x 364 hours; Local
<b>Contract Period</b>	3 Year(s)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)</b>	10 Lakh (s)
<b>Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष</b>	3 Year (s)
<b>Past Experience of Similar Services required</b>	Yes
<b>MSE Exemption for Turnover</b>	Yes
<b>Startup Exemption for Turnover</b>	Yes
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी</b>	Yes
<b>RCM Applicable/लागू आरसीएम</b>	Yes
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid

**Bid Details/बिड विवरण**

<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required</b>	Yes

**EMD Detail/ईएमडी विवरण**

Required	No
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**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank	HDFC Bank
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	1.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	36

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Manager  
IHC Lodhi Road New Delhi, Department of Financial Services, National Housing Bank (NHB), Ministry of Finance  
(Nithyananda V)

**Splitting/विभाजन**

Bid splitting not applied.

**MII Compliance**

MII Compliance	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

5. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

### Section 9(3) Of GST/जीएसटी की धारा 9(3)|

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme)will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

### Additional Qualification/Data Required

**Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):**3

**Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):**1

**Minimum years (up to 5 years) of experience in related field:**3

**Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:**1

**Number (up to 100%) of vehicles demanded should have been provided in the past 1 year to government agencies:**1

**Geographic Presence in States:**Karnataka

**Scope of Work:**[1679401765.pdf](#)

### Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
06-04-2023 16:00:00	National Housing Bank Bengaluru Regional Office 1st floor Jeevan Soudha (LIC) Building 24th main J P Nagar 1st phase Bengaluru-560078

### Monthly Basis Cab & Taxi Hiring Services - Sedan; 3000 Km X 364 Hours; Local ( 1 )

### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Vehicle Type	Premium Sedan

Specification	Values
Type of car (Please select at least 3 options)	Maruti Suzuki Dzire , Maruti Suzuki Ciaz , Honda City
Usage Variant	3000 Km x 364 hours
Type of Service	Local
Year of Vehicle Model	2020 , 2021 , 2022
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Petrol
<b>Addon(s)</b>	
Outstation night charges applicable	Yes

**Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details**

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट	RCM Applicable/ लागू आरसीएम	GST as per RCM/रिवर्स प्रभार के अनुसार जीएसटी	GST Cess 1 as per RCM/रिवर्स प्रभार के अनुसार जीएसटी उपकार 1	Optional RCM/वैकल्पिक रिवर्स प्रभार
50%	NA	Yes	18%	NA	Yes

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle(s)	Additional Requirement
1	Nithyananda V	560078,1st Floor, Jeevan Soudha(LIC) Building, 24th Main, J. P. Nagar 1st Phase	1	<ul style="list-style-type: none"> <li>Estimated number of outstation nights per month per vehicle : 1</li> <li>Duration in Months : 36</li> </ul>

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

3. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

4. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

5. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

6. **Service & Support**

The Service Provider is required to have at least 40 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.

7. **Service & Support**

The Service Provider must own 30% of the bid quantity of vehicles in Service Provider's name or in the name of the proprietor / partner of the Service Provider. Necessary documents relating to proof of ownership will be uploaded by the bidder for verification of the buyer. Such Service Provider owned vehicles will be part of the fleet to be deployed by the Service Provider in case he gets the contract against this bid.

8. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

9. **Past Project Experience**

**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

10. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBC

which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

National Housing Bank

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

11. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

12. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

# **Request for Proposal**

## **For Engagement of Agency**

### **For Providing Taxi Services to NHB at**

### **Bengaluru**

**National Housing Bank,  
Bengaluru Regional Office,  
1<sup>st</sup> Floor, Jeevan Soudha (LIC) Building,  
24<sup>th</sup> Main, J. P. Nagar, 1<sup>st</sup> Phase,  
Bengaluru - 560078.  
Telephone No.: 080-26651110  
E-Mail address: [rob1r@nhb.org.in](mailto:rob1r@nhb.org.in)**

## **BID DETAILS**

1.	Date of commencement of collection of Bid Documents	As per GEM standard time schedule / defined time schedule
2.	Last date and time for collection of Bid Documents	As per GEM standard time schedule / defined time schedule
3.	Last date and time for receipt of Bid Documents	As per GEM standard time schedule / defined time schedule
4.	Date and Time of opening of Technical Bid on GEM portal	As per GEM standard time schedule / defined time schedule
5.	Place of opening of Bids	On GEM Portal

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#### **SCOPE OF WORK AND OTHER DETAILS**

### **1. ABOUT NATIONAL HOUSING BANK**

National Housing Bank (NHB) is a Statutory Body under Govt. of India and is a Financial Institution formed under the Act of the Parliament with a mandate for Promotion, Development and Supervision of the Housing Finance Sector.

The head office of NHB is located at Core 5A, India Habitat Centre, 3<sup>rd</sup>-5<sup>th</sup> Floor, L

dhi Road, New Delhi – 110003 and it has a regional office / regional representative office at Delhi, Mumbai, Ahmedabad, Bengaluru, Bhopal, Chennai, Guwahati, Hyderabad, Kolkata and Lucknow.

## **2. REQUIREMENT DETAILS**

National Housing Bank intends to hire one Air conditioned (AC) vehicle on monthly rental basis for its Bengaluru Regional Office located at 1<sup>st</sup> Floor, Jeevan Soudha (LIC) Building, 24<sup>th</sup> Main, J. P. Nagar, 1<sup>st</sup> Phase, Bengaluru – 560078. In this regard, bids are invited for supply of vehicle at Bank's Bengaluru Regional Office for period of initial 1 year, which may be extended for two year (one year each) i.e., maximum 3 years subject to annual performance review of the service by the Bank.

The model of the car which are required to be provided is / are as under:

<b>Sr. No</b>	<b>Type of Vehicle / Model</b>	<b>No. of vehicle required</b>	<b>Requirement description</b>
1.	Maruti Suzuki Dzire or equivalent	01	The car is required on monthly basis inclusive of fuel and chauffeur for Bengaluru Regional Office.

The other requirement details are as under:

- The vehicle has to be provided on weekends as well as Holidays.
- The duty hour shall be from 8:00 AM to 8:00 PM or 12 hours depending upon the requirement of the concerned officer (excluding the time taken to travel from garage to the residence of the officer)
- Toll Charges and Parking Charge shall be paid on actual basis by the Bank for travelling on official duty.
- The agency has to maintain a logbook which shall be signed by the officer of the Bank availing services.
- The vehicle offered shall be in good condition and should not be more than 3 years old.
- The chauffeur provided with the car must be well experienced and medically fit to drive the car (a medical fitness certificate has to be provided to this effect).
- The police verification report of the driver is mandatory and has to be submitted to the Bank before the commencement of the service or within 30 days from the date of commencement of the service.
- The vehicle and chauffeur should be fixed and only in case chauffeur goes on leave or car is sent for repair / service, a suitable replacement has to be provided by the vendor.
- The vehicles should be insured comprehensively and should have necessary permits from the Transport Department/Authority.
- All expenses related to fuel, repairs and maintenance, driver emoluments etc. shall be borne by the vendor. It is the sole responsibility of vendor to make timely payment of driver.

## **3. MISCELLANEOUS TERMS:**

- a) The bidder should ensure that the driver to be provided must possess valid driving license with minimum two year of experience and carry with him all necessary documents like registration certificate, insurance papers, pollution control certificate etc.
- b) The Bank will not be responsible for any challan, loss, damage, injury, accident etc. to the vehicle or to any other vehicle.
- c) The bidder must have all requisite clearance certificates from the concerned Government agencies as required under relevant rules.
- d) The bidder has to maintain proper records to show the number of hours and mileage travelled by each vehicle. The driver shall maintain the duty chart (Logbook) and get signature of the officer for each duty and deposit the duty slip to Bank's Bengaluru Regional Office.

e) The Bank will pay parking charges when vehicle is on official duty.

f) Name of the firm/ status of the firm (attach copy of Deeds/ Articles of Association/ Memorandum of Association, whichever applicable).

g) Copy of Registration No. of the firm/ company with date and validity under Shops/ Establishment Act.

h) Copy of Income Tax Assessment for the last three years.

i) Firm's/ Company's Income Tax PAN No. and GST No. (A copy thereof may be attached).

## **4. DRIVERS**

a) The drivers of the vehicles must follow traffic rules and other regulations prescribed by the Government from time to time. Drivers should be familiar with all important routes in Place of concerned office where services are to be offered.

b) The driver must always be in clean clothes, must be courteous and well-mannered and should always carry a mobile phone with him for easy contact. The driver must not have any criminal record. Name and full addresses of the driver who will attend duties have to be furnished at the time of signing of Service Level Agreement.

## **5. PAYMENT TERMS:**

i. Monthly Bills to be raised by the vendor/Agency on National Housing Bank and the payment would be made on monthly basis after deduction of applicable taxes in accordance with the provision of income tax/ GST act / rules on the subject.

## **6. PENALTY CLAUSE**

A penalty of 4% of monthly bill per day per vehicle for default will be levied if vehicle fails to meet the above terms & conditions on any day.

## **7. CLARIFICATIONS ON BIDS**

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To assist in the examination, evaluation and comparison of bids the Bank may, at its discretion, ask the bidder for clarification and response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

## **8. PRELIMINARY EXAMINATION**

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The Bank will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required information has been provided as underlined in the bid document, whether the documents have been properly signed, and whether bids are generally in order.

The bid determined as not in order as per the specifications will be rejected by the Bank.

## **9. CONTACTING THE BANK**

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Any effort by bidder to influence the Bank in the Bank's bid evaluation, bid comparison or contract award decision may result in the rejection of the Bidders' bid. Bank's decision will be final and without prejudice and will be binding on all parties.

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## **10. BANK'S RIGHT TO ACCEPT OR REJECT ANY BID OR ALL BIDS**

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The Bank reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for the Bank's action.

Bank reserves the right to select more than one bidder keeping in view its large requirements.

## **11. SIGNING OF CONTRACT.**

The successful bidder(s) to be called as vendor/agency, shall be required to enter into a Service level Agreement (SLA) with the Bank, within 7 days of the award of the tender or within such extended period as may be specified by the Bank.

## **12. SIGNING OF PRE-CONTRACT INTEGRITY PACT.**

The bidder must provide duly signed and stamped pre-contract integrity pact **as per format provided in tender document.**

*Annexure - A*

**Pre-Qualification Criteria (P.Q.C)**

1. The bidder must be a limited company or LLPs or Partnership Firm or Proprietorship concern.
2. The bidder must have its office in Bengaluru.
3. The bidder must have at least 03 cars (Sedan) in its fleet of vehicles having registration of these cars in the name of bidder. The vehicle should be registered as commercial vehicles.
4. The bidder should have valid GST Registration Certificate having valid GSTIN and PAN
5. The bidder must have supplied cars to at least 01 Govt. organization / Public Sector Unit (PSU) during the preceding 02 years.
6. The bidder must have necessary Govt clearance / authority / approval for providing vehicle hiring service.
7. The Agency should not have been blacklisted by any Govt. / Public Sector Und

rtakings/PSUs/Banks/Financial Institutions in India for providing such services.

8. The successful Bidder will be required to provide performance Bank guarantee PBG of value amounting to Rs. 20,000, in the form of bank guarantee from a scheduled commercial bank in case they have not provided vehicles along with drivers to any Government Organization/Public Sector Units in the last two years. The PBG, where applicable, should be valid till at least three months beyond the expiry of virtual date of completion of the contract or such other extended period as NHB may decide. The PBG is required to protect the interest of NHB against the risk of non-performance or default in RFP Term/s, including non-compliance of applicable statutory provisions including labour laws and any other laws/rules/regulations, by the successful Bidder. Default in successful implementation of the conditions of the contract, may warrant the invoking of PBG, and if any act of the Bidder results into imposition of Liquidated Damages/penalty, then NHB reserves the right to invoke the Performance Bank Guarantee submitted by such Bidder. The decision of NHB as to non-performance or default in RFP Terms, including non-compliance of applicable statutory provisions etc., shall be final and binding on the successful Bidder.
9. The service contract may be terminated by giving 3 months prior notice to the vendor.

Annex

re - B

### Financial Bid Format

The financial bid format shall be as per GEM and the same will be considered for arriving at L1. In case of multiple L1 bidders, automatic selection method is to be applied.

However, tentatively, the following information will be sought in the same (provided option is available):

Type of Vehicle Model	No. of Vehicle	Job Description	Quoted Hiring Charges per Vehicle
Maruti Suzuki Dzire or equivalent	01	For 364 Hours / Month or 3000 KM / month	
		Per hour for extra hours beyond 364 hours of detention	
		Per KM beyond 3000 KM	

<b>TOTAL</b>
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**Broad terms:**

1. The L1 will be decided as per GEM.
2. The amount shall be exclusive of taxes.
3. Calculation: Based on (1) Hour or Kilometer whichever is higher (2) garage o garage basis
4. The location of the garage of the service provider must be within 10 KM radius from Bengaluru Regional Office, Jeevan Soudha (LIC) Building, 24<sup>th</sup> Main, P. Nagar, 1<sup>st</sup> Phase, Bengaluru - 560078.
5. The above quoted rate shall be inclusive of fuel and chauffeur charges
6. The rate of GST has to be indicated by the vendor in the invoice
7. Toll charges / parking charge shall be paid on actual basis by the Bank for travelling on official duty
8. The invoice has to be raised by the vendor by 5<sup>th</sup> of subsequent month and payment will be made within 15 days from raising receipt of physical invoice. The GSTIN No. of the Bank shall be mentioned on the invoice.
9. Request for increase in the monthly rental price to be reviewed after completion of 1 year of service subject to the performance of the vendor.

**Add ons as per GEM:**

**Outstation Night charges:** For outstation travel, additional night charges shall apply (maximum up to Rs. 500). The service provider shall provide the outstation charges per night. The billing will be done on actual outstation nights availed during the contract period.

**Variation:** During the contract period, the Buyer may increase or decrease the number of vehicles on existing terms & conditions in force and contract period depending upon the requirement and may also increase package running mileage and duty hours as per requirement. The payment for extra mileage and extra duty hours will be done on pro-rata basis calculated on basic package rate as under.

**Extra per km charges** - Monthly package cost divided by no. of kms in monthly package multiplied by factor 0.3 in case of normal service and 0.2 in case of 24x7 service.

**Extra hour charges** - Monthly package cost divided by no. of hours in monthly package multiplied by factor 0.4. In case of 24x7 service, no charges for extra hours to be paid.

## GEM TERMS

This service deals with hiring of vehicles (including driver and fuel requirements) for a defined but temporary tenure on a monthly basis for local and outstation travel of individuals.

**Types of Cars:** Buyers of this service will have the option to choose the type of vehicle as per their requirement, for which the following categories have been defined.

Type of Car	Definition	Examples
Sedan	This segment includes passenger cars with mid-size design in a three-box configuration, and usually a length between 3990 to 4500 mm.	<ol style="list-style-type: none"><li>1. Honda Amaze</li><li>2. Maruti Suzuki Dzire</li><li>3. Tata Tigor</li><li>4. Hyundai Xcent</li><li>5. Ford Aspire</li><li>6. Volkswagen Ameo</li><li>7. Tata Zest</li><li>8. Nissan Sunny</li><li>9. Toyota Etios</li></ol>

**AC and Non-AC Requirement:** If the service is procured from the marketplace, the service provider shall provide AC cars. However, if the service is procured through bid creation, the service providers may provide the service based on buyer's selection.

**Outstation and local travel:** For the purpose of this service, local travel would include areas covered within the city limits or up to 50 km of one-way travel whichever is higher and outstation would include the areas covering outside the city limits or more than 50 kms of one-way travel, whichever is higher as per buyer requirements. If the buyer avails the services for a 24\*7 requirement, the usage hours selected in the usage variant becomes null and void. It is the responsibility of the

service provider to provide one driver per vehicle at all times as per the requirement, while complying with the Labour Laws.

**Usage Variants:** Buyers of this service can select from a range of usage variants (bundled km/hour package) depending on their requirements, which are listed below:

In case the buyer enters its custom variant, the service provider shall provide the service as per these requirements.

**Contract Duration:** While in the marketplace, the buyer can only select a maximum contract duration of 1 year, the contract duration can be extended up to 3 years from commencement of date of contract.

**Year of Vehicle Model:** The buyer can also select the year of vehicle model required to guarantee quality of the vehicle provided. The buyer can choose from models of 2022, 2021 and 2020. However, if the buyer requires an ex-showroom model or models older than 2020, they can enter custom requirement.

**KM travelled:** The buyer shall also specify the range of km travelled for the vehicle so as to guarantee quality. The buyer may choose from ranges starting from 0 km up to 1 lakh km run by the vehicle.

**The provider of such services shall quote a monthly vehicle hiring cost depending on the usage variants, type of vehicle, location, and other parameters selected by the buyer.**

#### **DELIVERABLE**

- o As per SLA on GeM as also the same is to be executed separately with the bank.

#### **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.

8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which share land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इस अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**