

**UT Administration of  
Dadra & Nagar Haveli and Daman & Diu  
Department of Women and Child Development  
POSHAN Abhiyaan - National Nutrition Mission  
Lekha Bhawan, 3<sup>rd</sup> Floor  
Silvassa – 396230**

No.ICDS/NNM/DNH-DD/Hiring of Vehicle/2020/120

Date:11/04/2022

**E- TENDER (ON LINE) INVITATION NOTICE**

Deputy Secretary (SW/WCD), Dadra & Nagar Haveli and Daman & Diu, on behalf of the President of India invites e-tender in Two Bid System through Online on <https://dnhtenders.gov.in>. from interested travel agencies for Hiring of Vehicle for 12 Months for Dadra and Nagar Haveli and Daman District for the year 2021-2022 as per Terms and Conditions of this e-tender.

Sr. No.	Particulars	No of Vehicle required	Period of Vehicle required	EMD (Amount in Rupees)	Tender Fee
1	Hiring of Vehicle/ INNOVA/Ertiga/Marazzo	2 (Two)	12Months	₹20000/-	₹ 1000/-

Note: - 1Nos Vehicle for DNH District & 1 Nos Vehicle for Daman District.

\*However, more vehicle may be hired on same rates, as and when required.

Publish date	11/4/2022 6:00 PM
Document download/Sale start date	11/4/2022 6:00 PM
Bid submission start date	11/04/2022 6:00 PM
Bid submission end date	26/4/2022 6:00 PM
Bid opening date (Technical)	27/04/2022 11:00 AM
Bid opening date (Financial)	28/04/2022 11:00 AM

Bidders have to submit tender in Two Bid System – Technical Bid and Financial Bid. Technical Bid submission should comprise tender Fees, EMD in original and other required documents by Courier / Speed Post or to be deposited in the tender box kept in the office of the undersigned. The commercial bid should comprise only schedule of the rates to be offered. However, Tender Inviting Authority shall not be responsible for any postal delay.

1. The EMD and Tender Fees should not be forwarded by cash.
2. The tender fee will be accepted in form of DD & E.M.D in form of FDR/DD in the name of **Deputy Secretary (Social Welfare)** from any Nationalized / Commercial Bank Payable at Silvassa.

The tender form along with all details including schedule and terms and conditions can be downloaded from the Web Site <https://dnhtenders.gov.in>. or the tender notice can be viewed in [www.dnh.nic.in](http://www.dnh.nic.in). The price shall be opened to those agencies who qualify in Technical Bid.

The tender inviting authority reserves the right to accept or reject any or all the tenders. In case bidder needs any clarification on the process of bidding for participating in tender for further details correspondence can be made on email: [nnmdnh@gmail.com](mailto:nnmdnh@gmail.com).

**Sd/-**  
**(Jatin Goyal)**  
(Deputy Secretary, SW/WCD)  
Dadra & Nagar Haveli and  
Daman & Diu  
Silvassa – 396 230

Copy to:-

1. The Director (IT), DNH, Silvassa with a request to display the tender notice on official website of Dadra & Nagar Haveli
2. CPO, Dadra & Nagar Haveli, Silvassa for publicity in Newspaper as per publicity policy

**TERMS AND CONDITIONS FOR HIRING OF VEHICLE FOR 12 MONTHS FOR DADRA & NAGAR HAVELI AND DAMAN DURING THE YEAR 2021-22: -**

**Instructions to Bidders**

1. The rates should be valid for the period of Two year from the date of issue of work order for the vehicles.
2. The rate quoted must be inclusive of all taxes as applicable time to time, fuel charges and other maintenance charges and salary of the Driver.
3. If any Government tax rates increases the same will be borne by the bidder and TDS will be deducted as per the rules as and when applicable.
4. The vehicle must have all the legal documents like valid registration certificate, P.U.C. certificate, Insurance and must have paid all Government dues like road tax etc. The vehicle has to be provided with Driver bearing valid Driving license.
5. The vehicle must have registered on or after 01st January, 2019, in good condition, rates must be inclusive of all tolls, fuel charges, oil and other maintenance charges.
6. All the documents like attested photocopies of R.C. book, Insurance, driving license of Driver, P.U.C. certificate, Agency Registration Certificate, GST Certificate etc. to be enclosed with technical bid.
7. The tenderer should send Earnest Money Deposit ₹20,000/- in form of Demand Draft/FDR drawn from any Nationalized / Schedule Bank in favour of **Deputy Secretary (Social Welfare)** Dadra and Nagar Haveli. Tender offered without Earnest Money Deposit will be summarily rejected.
8. Rate should be offered for vehicle per month. Maximum covering limit is 2000 Kms per month. The payment for mileage above 2000 Kms. will be paid on the basis of per km.
9. In case of failure to provide vehicle during tenure or removal of the vehicle by owner or travel Agency or contractor, the loss suffered by Administration will be recovered from their Security Deposit/E.M. D or payment due of any bill(s)
10. On acceptance of rate in all respect, the vehicle should be handed over to the department within 7 days from the date of receipt of the work order.
11. In case the vehicle owner does not implement work order placed with him, the contract for the hiring of vehicle shall stand terminated and the E.M.D./Security Deposit will be forfeited by tender inviting authority
12. The standby vehicle is to be provided by the successful tenderer in case of breakdown failure of vehicle immediately, so that the office work will not be interrupted
13. No separate agreement will be required to be signed by successful tenderer for hiring of vehicle. For legal purpose. Bill of Quantity (BOQ) and terms & conditions duly signed with stamp by the tenderer will be liable
14. Any dispute subject to Dadra and Nagar Haveli and Daman District jurisdiction only
15. Right to accept or reject any or all tenders is reserved with the tender inviting authority.
16. Vehicle provided should be with air-conditioning facility
17. Only on satisfactory completion of the work order, bills shall be admitted for payment
18. The vehicle will be used by Dadra & Nagar Haveli and Daman District POSHAN Abhiyan (National Nutrition Mission) and as and when required vehicle will be utilized for office purpose

outside Dadra & Nagar Haveli and Daman District as well. **For Outstation travel the Kilometres will be considered within the limit of 2000 KM, and whenever exceeding, the same will be paid on per KM basis. Toll paid will be reimbursed at actual.**

19. The tendering authority shall not hold any responsibility of any accident of the vehicle on Duty.
20. Vehicle will be used for 12 hours in a day and also more when required by the Mission. The vehicle will be in possession of the authorized officer of NNM, Silvassa.
21. The vehicle will be utilized on any day (including holidays). The concerned officer/in charge of the vehicle under which the vehicle is being utilized, is fully empowered to give holiday or not to give holiday on any day without assigning any reason. No charges will be paid for those day/days if the vehicle has not reported/vehicle is under breakdown. Also, No extra charges will be paid for outstation trips over and above the prefixed quoted price in tender.
22. A bill should be in triplicate and pre-receipted and invariably mention the number and date of work order.
23. All bills amounting above ₹ 5,000/- should be pre-receipted on a Revenue stamp of proper value. Bill amounting above ₹ 5,000/- which are not pre- receipted on Revenue stamp of proper value will not be accepted for payment.
24. No advance payment will be made in any circumstances.
25. Offer received after due date and time will not be considered.
26. Successful tenderer has to provide their Bank details for payment.
27. Vendor has to give 1-month prior notice before terminating the contract failing to which penalty of 1 % per day of total monthly contract amount will be imposed. Further, if the tenderer commits default in execution of service of providing the said vehicle, tender inviting authority shall, without prejudices to any other right or remedy available in law, be at liberty to forfeit the earnest money/security deposit absolutely
28. The tenderer should upload scanned copies of:
  1. Earnest Money Deposit (EMD)
  2. Tender fee
  3. PAN Card
  4. GST Registration
  5. Certificate of Registration of vehicle & Insurance.
  6. Registration Certificate of Agency.
  7. Terms and Conditions Duly Signed/Stamped, Schedule Specification Duly Signed/Stamped, Tax Registration No. Proof, Registration certificate of the agency.The above terms and conditions are accepted and are binding to me/us.

**Signature of Travel Agencies  
With rubber stamp**

**Schedule of Specifications**

**Hiring of Vehicle for the Year 2021– 2022**

**Dadra & Nagar Haveli and Daman & Diu POSHAN Abhiyan (National Nutrition Mission)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>No of Vehicle required</b>	<b>Period of Vehicle required</b>	<b>EMD (Amount in Rupees)</b>	<b>Tender Fee</b>
1	Hiring of Vehicle INNOVA/ Ertiga/Marazzo	2 (Two)	12 Months	₹20000/-	₹ 1000/-

Note: -

1. 01(One) No. of Vehicle required in Dadra & Nagar Haveli district.
2. 01 (One) No. of Vehicle required in Daman district.

Signature of Bidders/Dealers with Rubber Stamp

**Sd/-**  
**Deputy Secretary (SW/WCD)**  
Dadra & Nagar Haveli  
and Daman & Diu  
Silvassa - 396230

