

### Bid Document

| Bid Details  |  |
|--|--|
| <b>Bid End Date/Time</b>   | 21-11-2022 14:00:00  |
| <b>Bid Opening Date/Time</b>   | 21-11-2022 14:30:00  |
| <b>Bid Offer Validity (From End Date)</b>                                    | 45 (Days)  |
| <b>Ministry/State Name</b>   | Ministry Of Finance  |
| <b>Department Name</b>   | Department Of Revenue  |
| <b>Organisation Name</b>   | Central Board Of Direct Taxes (cbdt)   |
| <b>Office Name</b>   | O/o Pr.ccit Ahmedabad  |
| <b>Item Category</b>   | Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2000 km x 320 hours; Local 24*7 , Monthly Basis Cab & Taxi Hiring Services - Premium SUV; 2000 km x 320 hours; Local 24*7  |
| <b>Contract Period</b>   | 1 Year(s)  |
| <b>Minimum Average Annual Turnover of the bidder (For 3 Years)</b>           | 55 Lakh (s)  |
| <b>MSE Exemption for Turnover</b>  | Yes  |
| <b>Startup Exemption for Turnover</b>  | Yes  |
| <b>Document required from seller</b>   | Bidder Turnover,Certificate (Requested in ATC)<br>*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</b>   | No   |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 2 Days   |
| <b>Estimated Bid Value</b>   | 11000000   |
| <b>Evaluation Method</b>   | Total value wise evaluation  |

#### EMD Detail

|               |                     |
|---------------|---------------------|
| Advisory Bank | State Bank of India |
| EMD Amount    | 55000               |

#### ePBG Detail

|                    |                     |
|--------------------|---------------------|
| Advisory Bank      | State Bank of India |
| ePBG Percentage(%) | 2.00                |

|                                     |
|-------------------------------------|
| Duration of ePBG required (Months). |
|-------------------------------------|

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| 15 |
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**Beneficiary:**

Additional CIT(hq)(Admin), Ahmedabad

O/o Pr.ccit Ahmedabad, Department of Revenue, Central Board of Direct Taxes (CBDT), Ministry of Finance (Jaya Choudhary)

**Splitting**

Bid splitting not applied.

**MSE Purchase Preference**

|                         |
|-------------------------|
| MSE Purchase Preference |
|-------------------------|

|     |
|-----|
| 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. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**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):04

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):04

Minimum years (up to 5 years) of experience in related field:0

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:0

Number (up to 100%) of vehicles demanded should have been provided in the past year to government agencies:0

Geographic Presence in States:gujarat

**Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2000 Km X 320 Hours; Local 24\*7 ( 9 )**

**Technical Specifications**

| Specification                                  | Values   |
|--|--|
| <b>Core</b>                                    |  |
| Vehicle Type                                   | Premium Sedan  |
| Type of car (Please select at least 3 options) | Maruti Suzuki Ciaz , Honda City , Hyundai Verna , Toyota Corolla |
| Usage Variant                                  | 2000 km x 320 hours  |
| Type of Service                                | Local 24*7   |
| Year of Vehicle Model                          | 2020 , 2019 , 2021 , 2022  |
| Km Travelled                                   | Upto 50,000 Kms  |
| Air Conditioning Requirement                   | A/C  |
| Area of Operation                              | Hilly + Plain Area   |
| Fuel Type                                      | Any  |
| <b>Addon(s)</b>                                |  |

**Additional Specification Documents**

**Consignees/Reporting Officer**

| S.No. | Consignee/Reporting Officer    | Address   | Number of Vehicle(s) | Additional Requirement  |
|-------|--------------------------------|---|----------------------|---|
| 1     | Pradipsinh Pravinsinh Saktavat | 380009,O/o Pr.CCIT, Second Floor, Room No 209, Ayakar Bhawan, Ashram Road, Ahmedabad. Gujarat | 9                    | <ul style="list-style-type: none"><li>Duration in Months : 12</li></ul> |

**Monthly Basis Cab & Taxi Hiring Services - Premium SUV; 2000 Km X 320 Hours; Local 24\*7 ( 9 )**

**Technical Specifications**

| Specification                                  | Values  |
|--|---|
| <b>Core</b>                                    |   |
| Vehicle Type                                   | Premium SUV   |
| Type of car (Please select at least 3 options) | Mahindra XUV 500 , Ford Endeavour , Tata Hexa , Tata Harrier , Toyota Innova Crysta |
| Usage Variant                                  | 2000 km x 320 hours   |
| Type of Service                                | Local 24*7  |
| Year of Vehicle Model                          | 2020 , 2019 , 2021 , 2022   |
| Km Travelled                                   | Upto 50,000 Kms   |
| Air Conditioning Requirement                   | A/C   |
| Area of Operation                              | Hilly + Plain Area  |
| Fuel Type                                      | Any   |
| <b>Addon(s)</b>                                |   |

#### Additional Specification Documents

#### Consignees/Reporting Officer

| S.No. | Consignee/Reporting Officer    | Address   | Number of Vehicle(s) | Additional Requirement  |
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| 1     | Pradipsinh Pravinsinh Saktavat | 380009,O/o Pr.CCIT, Second Floor, Room No 209, Ayakar Bhawan, Ashram Road, Ahmedabad. Gujarat | 9                    | <ul style="list-style-type: none"> <li>Duration in Months : 12</li> </ul> |

#### Buyer Added Bid Specific Terms and Conditions

##### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2. 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.

##### 3. 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.

#### 4. **Service & Support**

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

#### 5. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

#### 6. **Service & Support**

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

#### 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. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

(i) The drivers of the hired vehicles must wear proper uniform during the duty hours.

(ii) The buyer also reserves the right to decrease the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

(iii) Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).

(iv) During the contract period if any vehicle is utilized more than the prescribed monthly kilometres limit, then it will be adjusted against unutilized mileage of such vehicle in preceding/succeeding month. If any unadjusted utilized kilometres remain after said adjustments, the payment will be made at the end of contract period at the rate mentioned in contract.

## **Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. 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. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

This Bid is governed by the [General Terms and Conditions](#), 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 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 shares a 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.

**---Thank You---**