



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/5899032
Dated/दिनांक : 01-02-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	22-02-2025 13:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	22-02-2025 13:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Pmo
Department Name/विभाग का नाम	Department Of Atomic Energy
Organisation Name/संगठन का नाम	Tata Institute Of Fundamental Research Hyderabad
Office Name/कार्यालय का नाम	Hyderabad
क्रैता ईमेल/Buyer Email	buycon2.tifrh.ts@gembuyer.in
Item Category/मद केटेगरी	Bus Hiring Service - Regular Basis - Local; 28-30; A.C. Deluxe (ACX); 3000 kms and 364 hours , Bus Hiring Service - Regular Basis - Local; 9-12; A.C. Deluxe (ACX); 3000 kms and 364 hours , Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 3000 Km x 364 hours; Local , Monthly Basis Cab & Taxi Hiring Services - SUV; 3000 Km x 364 hours; Local
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	54 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	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
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	10800000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes
Arbitration Clause	Yes (Arbitration clause document) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
Mediation Clause	Yes (Mediation clause document) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 mediation clause should not be routinely included in contracts and pre-litigation mediation can be taken up without any such clause also

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	216000

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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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./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के

दायरे से बाहर रखा गया है।

(b). 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 :

Administrative Officer
Hyderabad, Department of Atomic Energy, TATA INSTITUTE OF FUNDAMENTAL RESEARCH HYDERABAD, PMO
(Tata Institute Of Fundamental Research Payable At Hyderabad)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. 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.

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

3. 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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

4. 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.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope of Work:[1738411589.pdf](#)

Bus Hiring Service - Regular Basis - Local; 28-30; A.C. Deluxe (ACX); 3000 Kms And 364 Hours (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Service	Local
Vehicle Seating Capacity	28-30
Comfort Category	A.C. Deluxe (ACX)
Usage Variant	3000 kms and 364 hours
Fuel Type	Diesel
Year of Vehicle Model	2024 and 2025 models
Addon(s)/एडऑन	

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 Buses Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	1	N/A

Bus Hiring Service - Regular Basis - Local; 9-12; A.C. Deluxe (ACX); 3000 Kms And 364 Hours (2)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Service	Local
Vehicle Seating Capacity	9-12
Comfort Category	A.C. Deluxe (ACX)
Usage Variant	3000 kms and 364 hours

Specification	Values
Fuel Type	Diesel
Year of Vehicle Model	2024 and 2025 models
Addon(s)/एडऑन	

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 Buses Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	2	N/A

Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 3000 Km X 364 Hours; Local (5)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	Sedan
Type of car (Please select at least 3 options)	Honda Amaze , Maruti Suzuki Dzire , Toyota Etios
Usage Variant	3000 Km x 364 hours
Type of Service	Local
Year of Vehicle Model	2024 , 2025
Km Travelled	Upto 50,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Diesel
Addon(s)/एडऑन	

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 Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	5	<ul style="list-style-type: none">Duration in Months for which service is required : 12

Monthly Basis Cab & Taxi Hiring Services - SUV; 3000 Km X 364 Hours; Local (1)**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Vehicle Type	Premium SUV
Type of car (Please select at least 3 options)	Toyota Innova
Usage Variant	3000 Km x 364 hours
Type of Service	Local
Year of Vehicle Model	2024 , 2025
Km Travelled	Upto 50,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Diesel
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	1	<ul style="list-style-type: none"> Duration in Months for which service is required : 12

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

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

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. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

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. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
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.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

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.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

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 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./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 में 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 इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---

Tender For Hiring of Vehicles to TIFR Hyderabad on Contract Basis.



**TATA INSTITUTE OF FUNDAMENTAL RESEARCH
Survey No.36/P, Gopanpally Village,
Serilingampally Mandal, Ranga Reddy District,
Hyderabad – 500 046**

NOTICE INVITING TENDER

Tata Institute of Fundamental Research, Hyderabad (TIFR-H), is a National Centre of the Government of India under the umbrella of the Department of Atomic Energy, operates at the cutting edge of global science.

TIFR-H invites online bids (**GeM Tender in two bid system**) for **Transport Services to TIFR Hyderabad** as per the below requirement on a contractual basis.

Annexure - I

Sr. No.	Category	Color of the Vehicle	No. of Vehicles required	Usage
1.	Premium Sedan Cars	White	05	To be used upto 30/31 days subject to maximum of 3000 kms in a month
2.	SUV - 7 Seater Vehicle	White	01	
3.	12 Seater Vehicle	White	02	
4.	30 Seater Vehicle	White	01	

The Tender Document can be downloaded from GeM Portal <https://gem.gov.in/> or Institute website <https://www.tifrh.res.in/tender/> and the bid is to be submitted online only through the GeM portal up to the last date and time of submission of tender. No manual bids will be accepted.

Online Pre-Bid Meeting: TIFR Hyderabad will be conducting a Pre-bid conference through the following Zoom Link <https://tifrh-res-in.zoom.us/j/97310535324?pwd=BwhOT6aaeKyzaXwelge9CPaVr8b4RZ.1> on February 10, 2025 at 1500 hrs. All prospective bidders are requested to attend the Pre-Bid Meeting for any clarifications. Based upon the discussion held in the Pre-Bid Conference if required, a Corrigendum/Addendum shall be issued in GeM Portal and it shall be treated as a part of the Tender document. No queries will be entertained after the Pre-bid meeting.

The due date for submission of GeM Bids by February 22, 2025 at 1300 hrs.

Amendment to Bidding Documents:

At any time prior to the due date for submission of bids, the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.

All prospective bidders who have downloaded the Tender Document should visit the Institute website at <https://www.tifrh.res.in/tender/> regularly for the changes/modifications in the Tender Document. The changes/modifications would also be hosted on the website of the Institute.

The TIFR Hyderabad reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all tenders at any stage without giving any notice or assigning any reason and not bound to accept the lowest tender keeping in view the Interest of the Institute. The decision of the TIFR Hyderabad in this regard shall be final and binding on all.

Annexure – II

Terms & Conditions of the Contract

1. The service provider should be proprietorship/partnership/registered firm/company and the vehicle(s) should be registered in Hyderabad only.
2. The service provider should have a minimum of 3 years of continuous experience in providing vehicles to the same Organization, like Central / State Government Organizations / Government Autonomous Bodies / Government Academic institutions, and relevant documents to substantiate the same should also be submitted with the technical bid.
3. The service provider should have valid statutory sanctions/registrations/permits required to run the business and the same is to be produced as and when required. All Tax liabilities i.e. Road-Tax, GST, Insurance to cover third party and occupants, fitness certificate, Pollution control certificates, etc. will be borne by the service provider. Any violation would be attended by pro-rata deduction of charges, which will be deducted from the sum payable to the agency.
4. The quotations should be submitted online through GeM portal only.
5. That the vehicles to be provided by the Agency should provide the all the vehicles manufacturing date should not be later than 01.01.2024 or higher and the vehicle should be clean, hygienic and well-equipped interiors.
6. The contracting agency/firm/company shall abide by the rules and regulations of RTO, Govt. of Telangana /India Particularly applicable to the business.
7. The vehicles should be in proper running condition with front and rear Air Conditioner and well maintained. The vehicle should also be in excellent. condition mechanically as well as getup wise i.e. outer look/upholstery etc. should be decent looking. Good Quality suitable seat covers are to be given at the time of deployment.
8. All vehicles must be registered for commercial use with **YELLOW PLATE** only. The Vehicles supplied should be fitted with all modern features and all vehicles drivers should be in uniform according to RTA authorities.
9. TIFR-Hyderabad reserve the right to ask for or to provide any clarification, changes after the release of this tender.
10. The vehicles hired will be inspected by our authorized officials of TIFR Hyderabad from time to time.
11. All charges towards the supply of the vehicle, repair/servicing, fuel, insurance and any other expenses on operations & maintenance of the vehicles deployed on the TIFRH site shall be borne by the service provider.

12. The service provider has to maintain the vehicles in good condition for attending repairs and up-keeping the vehicles in neat & tidy condition for day to day operation.
13. The Service Provider shall ensure safety of TIFR staff. Deployed drivers should always carry identity cards with uniform (as per the RTO guidelines) and follow the instructions of TIFRH officials. They should maintain proper decorum and discipline while on duty.
14. The vehicles should be installed with a GPS/ Vehicle Tracking Device for online monitoring of the Vehicle movement.
15. The vehicles should carry the sign board 'TIFR Hyderabad' prominently in the front & rear ends.
16. In order to ensure day to day functionality the service provider shall not keep changing or rotating vehicles and drivers except if the hirer so indicates in the case of eventuality or unsuitability or on emergency.
17. The agency should maintain a detailed log book indicating the full details about the trips and the same has to be signed by the user of the vehicles on a daily basis and preferably google forms/sheets.
18. The Institute shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the Service Provider and the institute shall be indemnified from all such claims or losses etc.
19. The agency should submit a Self-certificate stating that the agency has not been declared blacklisted by any Central Government Department/State Government/PSUs or Banks etc. should be submitted.
20. The vehicles deployed by the service provider are maintained well, cleaned thoroughly both internally and externally, boot kept clear off dust, rubbish, oil and personal belongings of the driver. Adequate spares such as bulbs, belts, spare tyres etc. in good condition shall be kept in the vehicle at all times. The vehicle will have to be fitted/provided with the following additional accessories/utilities:
 - a. Tool Kit
 - b. Medical kit
 - c. Fire Extinguisher
 - d. Clean seat covers
 - e. Quality radio music system
 - f. Umbrella during monsoon.
 - g. Sanitizer and car freshener.
 - h. Tissue Papers.

21. **Security Deposit:** The Successful tenderer should submit Security Deposit @ 10% of the contract value within 15 days after award of the contract and the Security Deposit should be drawn in-favour of Tata Institute of Fundamental Research, Hyderabad as interest free security deposit submitted in the form Bank Guarantee from any of the Commercial Banks (or) Fixed Deposit Receipt (FDR) (or) Banker's Cheque from any of the Commercial Banks (or) Insurance Surety Bonds valid for a period of sixteen months from the date of commencement of Contract and would be released only after one month from the date of satisfactory completion of the contract.
22. All vehicles must be equipped with a Fast Tag or any other toll collection system as notified by the Ministry of Road Transport & Highways, Government of India from time to time. The service provider is responsible for submitting the payment for the Fast Tag/other toll system on a monthly basis. This submission should include a covering letter along with the Fast Tag statement (containing vehicle numbers and other relevant details) duly signed and stamped on the service provider's letterhead. TIFRH will process and release these payments within 30 days of receipt from the service provider. The Fast Tag/other toll bills should be submitted along with the monthly transport bills.
23. This office reserves the right to REVISE/MODIFY/AMEND the requirements of vehicles being hired.
24. The service provider shall not be allowed to transfer, assign, pledge or sub-contract its responsibilities, rights and liabilities under this contract to any other agency without the prior written consent of TIFRH.
25. Vehicles should be comprehensively insured including third party and should carry necessary permits/ clearance from the Transport Authority or any other concerned authority, also all the vehicle should carry necessary pollution certificates issued by the competent authority, the service provider is solely responsible for any claims by any third party and/ or employees of user department prevailing in the vehicle for any injuries caused by the driver of the vehicle whether by accident or otherwise.
26. Alternative suitable vehicle should be provided in case of breakdown. In case of failure to provide alternative suitable vehicle, TIFR Hyderabad has the right to hire a vehicle from any service provider from the open market and the additional cost incurred by the office will be borne by the Vehicle provider/Service provider (service provider), which will be deducted from the monthly bills.
27. The firm should ensure that the drivers employed hold valid driving license, are well trained, well behaved, reasonably educated, and conversant with traffic rules / regulations and city roads / routes as well as security instructions.
28. The contract will be initially **for a period of one year** and is likely to commence from the date of signing of the agreement which may be extended **for a further period of two years** depending upon the requirement and administrative convenience of TIFR, Hyderabad. Any further extension & rate enhancement

(on valid grounds) can be considered upon mutually agreed terms and condition. TIFR Hyderabad, however reserves the right to terminate / curtail the contract at any time after giving one month notice without assigning any reason.

29. The service provider and the TIFRH shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues/disagreements / disputes in connection with the contract, the same shall be settled under the Court of Law within its jurisdiction at Hyderabad.
30. The successful bidder shall provide the placards with TIFR Hyderabad logo to be always kept in each vehicle from day one of deployment of the vehicles display while receiving TIFR Hyderabad staff / guests / user/ traveler/ officials from the Airport / Railway Station etc. places.
31. At the option of the Govt. user Service provider shall provide vehicle tracking system and will submit the record /data of journey including pickup time and drop time along with mileage.
32. The successful bidder should provide the following uniform for the drivers deployed:
 - a) Proper uniform of good make and quality for each driver.
 - b) Proper driver cap of good make and quality for each driver.
 - c) A pair of black shoes for each driver.

The service provider shall replace the same in case of any wear and tear at any time during the contract period.
33. The working hours for the drivers deployed shall be 12 hours on a daily with 30/31 days a month and the working hours for the drivers deployed may be extended as per the special requirements of the Institute for which extra.
34. The service provider shall get all the drivers on their roll deployed at the TIFR Hyderabad campus, verify their Character and antecedents through Telangana Police, and maintain proper records/documents of the same. These documents are required to be produced to TIFR Hyderabad whenever required.
35. The vehicles will not be utilized by the Transporter for any other purpose than the requirement of the Institute during the contract duration and will be parked in the Institute's premises except when sent for maintenance.
36. The hiring charges shall be on the basis of zero-based mileage i.e., mileage starting/ending from/at the office / at the place of the report, as the case may be. There will be no dead mileage for vehicles deployed on a monthly basis. The kilometers for the purpose of "vehicle run" and "hours of duty" shall be reckoned from the time the vehicle reaches TIFR Hyderabad premises to the vehicle leaves TIFR Hyderabad.

37. Penalty In the event of the driver coming to duty without uniform/gloves/cap/shoes/ shabbily dressed, he would be sent back and not allowed for duty for that day. The Institute shall levy a penalty of INR. 500/- plus hire a separate vehicle for that day and the charges towards the same along with penalty shall be recovered from the service provider Performance Bank Guarantee.
38. Vehicle deployed by the service provider will be regularly inspected by the designated officials of TIFR Hyderabad and in case of non-compliance of any of the above conditions, if brought to the notice of the designated official by the users, a penalty of Rs.500/- on each fault will be imposed.
39. The Vehicles deployed shall be at the disposal of TIFR Hyderabad as per the timings specified and as and when required. TIFR Hyderabad shall be free to use the hired vehicles in any manner for carrying officials, material etc. as per its requirements and the service provider shall not have any objection to it. All the required documents of the vehicle(s) should be kept inside the respective vehicle(s) all the time.
40. In case the service provider provides a vehicle, which is of a higher class than the demanded type, payment will be regulated as per the demanded type of vehicle. Vehicles of a lower class than the demanded type of vehicle shall not be accepted.
41. The number of hired vehicles may increase or decrease in the future depending upon the requirement and that will be intimated to the service provider as and when the situation demands. Once the rates are finalized, no increase will be considered in the rates quoted by the firms in any case during the period of the contract. The contracting service provider should be in a position to supply additional vehicles on short notice as and when required.
42. The service provider shall submit the bills as per the agreed rates immediately after completion of each calendar month to TIFR Hyderabad latest by **05th of every month** along with duly signed duty slips and certified photocopy of the extract of the logbook.
43. Payment against bill shall be made only after satisfactory services is certified by the TIFRH officials. No interest will be payable on the non-payment due to delayed submission of bills and non-satisfactory services. No advance payment will be made. The payment will be made through bank transfer within 20 working days from the date of receipt of the bill.
44. TIFR Hyderabad shall not be responsible for payments for the services provided by service provider to the staff on their personal requests.
45. The service provider shall be personally responsible for any theft, misconduct /and /or disobedience on the part of drivers so provided by him

46. The service provider shall also be liable for depositing all taxes, levies, cess, etc. on account of services rendered by it to TIFR Hyderabad to concerned tax collection authorities from time to time as per extant rules and regulations on the matter and no inconvenience shall be caused to the officials or guests of the Institute on account of non-compliance with any statutory requirements pertaining to the vehicle.
47. The Income Tax (T.D.S.) and TDS on GST, if any, shall be deducted at prevailing rate from the monthly bills, as amended from time to time in accordance with the provisions of Income Tax Department, and a certificate to this effect shall be issued by TIFR Hyderabad to the service provider. Proof of payment of appropriate GST will be required to be submitted to this Office.
48. In the event of the service provider not submitting bills within the financial year, no bills shall be entertained after the end of the financial year.
49. In case, the service provider fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof TIFR Hyderabad is put to any loss/obligation, monetary or otherwise, TIFR Hyderabad shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the agency, to the extent of the loss or obligation in monetary terms.
50. In case of any unsatisfactory service of any kind and in any respect whatsoever, the Contract shall be terminated without any Notice and the decision of the Competent Authority shall be binding and final in this regard. The Performance Bank Guarantee (PBG) shall be forfeited in all such cases.
51. The Competent Authority of TIFRH also reserves the right to terminate the contract at any time without assigning any reasons by giving a one-month notice to the service provider.
52. It will be solely, the discretion of the Institute to use the said hired vehicle for any official purpose including on Saturdays, Sundays and holidays wherever & whenever necessary.
53. In case, the condition of vehicle is / are not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided in time, this office has the right to hire a vehicle from the market and the additional cost incurred by the office will be borne by the vehicle provider (service provider), which will be deducted from the sum payable to the service provider.
54. Any matter during the period of this agreement which has not been specifically covered by this agreement shall be decided by the Institute whose decision shall be final and conclusive.
55. The Vehicle accepted for hiring should be parked at all times in the premises of TIFR Hyderabad / wherever desired by the Competent Authority.
56. The Competent Authority of TIFR Hyderabad reserves the right to reject any quotation without assigning any reason whatsoever.

57. At present, the vehicle is to be deployed at the below mentioned address:
TATA INSTITUTE OF FUNDAMENTAL RESEARCH, Survey No. 36/P,
Gopanpally village, Serilingampally Mandal, Ranga Reddy District, Hyderabad
500046.
58. The successful bidder should be able to deploy the vehicles on or before
April 01, 2025 or early. ***The exact number of vehicles required will be
intimated later depending upon the actual requirement.***
59. The Service Provider should deploy experienced drivers knowing the routes
of the areas and familiar with the localities for carrying out the services. The
service provider shall be personally responsible for any theft, misconduct and
/or disobedience on the part of drivers so provided by him.
60. The successful bidder among the quotations received will have to execute an
agreement with TIFR Hyderabad broadly covering the scope of work,
requirements, terms and conditions of the services to be provided to the TIFR
Hyderabad on a non- judicial stamp paper of appropriate value, the cost of
which will be borne by the successful bidder.
61. The successful bidder will have to deposit a performance security deposit
equivalent to the one-month bill to be calculated based on the initial
deployment of vehicle/s in the form of Performance Bank Guarantee (PBG) of
any nationalized Bank in favor of the Tata Institute of Fundamental Research,
Hyderabad. This PBG shall cover entire period of contract and shall remain
valid for a period of 60 days beyond the period of contract. If contract is further
extended beyond the initial period, the PBG shall be renewed for the extended
period. If the monthly bill at any time increases by 25%, additional PBG shall
be given by the successful bidder.
62. All the service providers / vendors are requested to clearly go through the
complete Terms & Conditions and on acceptance of the Terms & Conditions,
shall sign the Acceptance Certificate enclosed herewith along with the
Quotation form/Financial Bid enclosed wherein the basic rates are to be
quoted by the Service providers / Vendors in the format given below. All the
pages of the Tender Document must be duly signed and stamped by the
Service provider. Incomplete or partially filled quotes shall be summarily
rejected. The quote must be given as per the requirement of the Institute
mentioned above.
63. The document verified drivers only should attend to regular duties. The change
of driver details should be informed to TIFR Hyderabad with the submission of
relevant documents with current residential address and driving license by the
service provider well in advance and frequent change of driver is not permitted.
64. **Jurisdiction:**
This agreement is subject to Hyderabad Jurisdiction, in case of any dispute,
only Hyderabad Courts will have jurisdiction.

65. Termination:

- a) On giving one month's notice by the Institute.
- b) On the expiry of the contract period, without any notice.
- c) On giving one month's notice by the Institute at any time during the tenancy of the contract, in case the services rendered by the Service provider are not found satisfactory and in conformity with the terms and conditions of the contract and the standards prescribed for the services.
- d) On the Service provider being declared insolvent by the competent Court of Law without any notice.
- e) In case the service provider wishes to terminate the contract, he shall do so by giving three-month's notice in writing to TIFRH.
- f) On assigning of the contract or any part thereof or any benefit or interest therein or there under by the Service provider to any third person for sub-letting the whole or a part of the contract to any third person, without any notice.

“Provided that during the notice period for termination of the contract, in the situation contemplated above, the service provider shall continue to discharge his duties, as before, till the expiry of the notice period”.

- i) In case of termination of the contract on the grounds mentioned at Sr. No. 'c' above (or) in case the Service provider decides to conclude the contract before the expiry of contract from the date of commencement of the contract, the Service provider shall forfeit the bank guarantee held with the Institute.
- ii) In case any provision of the Agreement is found violated, the Institute shall be at liberty to terminate this Agreement including the forfeiture of the full said Bank Guarantee absolutely and the Service provider shall not have any claim/right against the Institute in satisfaction of this condition.

66. *No conditional bids shall be entertained by this Office and all conditional bids will be summarily rejected.*

67. ILLEGIBLE, IRRELEVANT & INCOMPLETE CERTIFICATES/DOCUMENTS WILL NOT BE ACCEPTED, AGREEMENTS WILL NOT BE CONSIDERED AS EXPERIENCE CERTIFICATE.

68. The service provider should submit Form 1A (Medical Certificate), duly certified by a medical practitioner, for each verified driver assigned to TIFR Hyderabad.

69. In case of any dispute of any kind and in any respect whatsoever, the decision of the Institute shall be final and binding.
70. This Institute reserves the right to require the fulfillment of other conditions, not expressly mentioned, which are consistent with the use of vehicles on hire by this office.
71. **Arbitration:** In case of any dispute or differences arising under the terms of this Agreement the same shall be settled by reference to arbitration by a sole Arbitrator to be appointed by Competent authority of TIFR Hyderabad. The provisions of Arbitration and Conciliation Act 1996 shall be applicable. Any violation of instructions/agreement or suppression of facts will attract cancellation of agreement without any reference.

The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom, the matter is or originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever the Centre Director, TIFR Hyderabad shall appoint another person to act as arbitrator in place of the outgoing arbitrator in accordance with terms of the agreement and the persons so appointed shall be entitled to proceed with the reference from the stage at which it was left by the predecessor.

72. **Mediation Clause:** The parties agree that any dispute or controversy, arising out of or in connection with this Agreement or any alleged breach thereof, shall be subject to mediation if all parties agree thereto.
73. In case of any interpretational issues in this tender, the interpretational decision of the TIFR-Hyderabad shall be Final binding on the bidder. Any other points not covered under this contract will be settled by mutual understanding and no arbitrary decision will be imposed by you.

Annexure – III

CODE OF CONDUCT FOR DRIVERS

1. The drivers should be in proper uniform.
2. The drivers will be neat and clean with proper turnout.
3. They will report for duty at the specified time given by the officer.
4. The Agency must also ensure that all the necessary documents (Registration Certificate, Valid Insurance, Pollution Certificate etc.) are available with the driver deployed for duty.
5. Drivers will keep the vehicle neat and clean before the commencement of the duty and carry out daily inspection of the same.
6. The drivers shall have an android mobile phone with two way conversation facility available. But they will not use the phone while driving and in the presence of the officer unless they are instructed to do so.
7. Drivers will open/close the door of the car when officer is getting in/out of the car.
8. The drivers shall be well versed with routes and locations in Tri-city and they will maintain daily log book of the vehicles.
9. Drivers will maintain repair/defect register for the car.
10. Drivers will take permission from the officer to take the car to workshop, if required.
11. The drivers will not leave the vehicles unattended in public place.
12. Drivers will not remain absent from duty without prior permission of the officer.
13. Drivers will be responsible for maintaining all the necessary documents required by the Registering Authority/Traffic Police in the vehicles.
14. Drivers shall strictly follow all the traffic rules and regulation and never over speed, besides the car will be parked in the area earmarked for the same.
15. The drivers/staff of the vehicles deployed for user department duties should be non-smoker, nor user of any tobacco, maintain polite & courteous behavior towards users as well as to staff.

Annexure – IV

TECHNICAL BID FOR HIRING OF VEHICLES TO TIFR HYDERABAD ON CONTRACT BASIS - PROFORMA FOR EVALUATION OF TECHNICAL PERFORMANCE OF THE TENDERING AGENCY / FIRM / COMPANY

Sr. No	Particulars	Details
1	Name of the agency / firm / company	
2	Address of the Office of the agency/firm/company Land Line No Mobile No Email	
3	Legal status – Individual / proprietary / partnership firm / limited company / corporation, etc.) (Submit a copy of the appropriate registration certificate)	
4	Name, designation, and details of the contact person. Land Line No Mobile No Email	
5	Month and Year of commencement of transport service business.	
6	Statutory details of agency/ firm/ company (Relevant Photocopies to be submitted): 1] In the case of the company, registration number issued by Registrar of Companies. (or) 2] Registration number of the firm (Issued under Andhra Pradesh Shops & Establishment Act, 1988) 3] Permanent Account Number (PAN). 4] Goods and Service Tax – Registration number. [These documents are mandatory for the bids to be considered]	
7	The Agency must have its registered office in Hyderabad. If the Agency does not have such office as per location mentioned, the bid will be rejected. Please submit the relevant proof in this regard. An attested copy of the registration certificate of office in Hyderabad shall be enclosed. The company should be reputed, experience & financially sound. [These documents are mandatory for the bids to be considered]	

8	<p><u>Similar Works Experience:</u> - Past experience and satisfactory completion means provisioning of providing transport services in the last Three (03) years (Reckoned from preceding years from 31.03.2024) for the Departments of the Government of India/ Any State Government /Statutory Bodies/ Autonomous Govt. Institutions /Govt. Universities / Public Sector Banks or Local Govt. Bodies / Municipalities/ PSUs.</p> <p>[These documents are mandatory for the bids to be considered]</p> <p>(ILLEGIBLE, IRRELEVANT & INCOMPLETE CERTIFICATES/DOCUMENTS WILL NOT BE ACCEPTED, AGREEMENTS WILL NOT BE CONSIDERED AS EXPERIENCE CERTIFICATE)</p>	
9	<p>The Agency must have a minimum of three years' experience out of last three years i.e. 2021-22, 2022-23, and 2023-24 in supplying taxies to reputed private companies / Public Sector Companies / Banks / Central and State Government Departments (Copy of contracts to be attached).</p> <p>(ILLEGIBLE, IRRELEVANT & INCOMPLETE CERTIFICATES/DOCUMENTS WILL NOT BE ACCEPTED, AGREEMENTS WILL NOT BE CONSIDERED AS EXPERIENCE CERTIFICATE)</p> <p>[These documents are mandatory for the bids to be considered]</p>	
10	<p><u>Annual Turnover:</u> The Agency should have a minimum annual turnover of Rs. 54 Lakhs for last three financial years (2021-22, 2022-23 and 2023-24). A copy of turn over statement duly certified by the C.A along with ITR must be enclosed with the tender document.</p>	<p>Financial Year - 2021-2022: Rs. _____</p> <p>Financial Year - 2022-2023: Rs. _____</p> <p>Financial Year - 2023-2024: Rs. _____</p>
11	<p><u>BANK SOLVENCY CERTIFICATE</u> Bank Solvency Certificate of Minimum of Rs. 43.20 Lakhs and above must be submitted with this BID.</p>	
12	<p>The service provided need to submit all pages of the tender document and to submit the same along with the technical bid.</p> <p>[These documents are mandatory for the bids to be considered]</p>	

13	<p>The service provided need to submit the Annexures from V to Annexure – XV with required data duly signed & stamped to submit the same along with the technical bid.</p> <p>[These documents are mandatory for the bids to be considered]</p>	
14	<p>The suppliers / bidders whose firms are registered with SSI / MSME / NSIC and having a valid certificate for claiming exemption as per privilege rules of Government of India are exempted from paying Tender Fee and EMD (Earnest Money Deposit).</p>	
15	<p>Any other information relevant to the Tender</p>	

Place: _____

Date: _____

Signature of Tenderer
Name, Address rubber stamp

Annexure - V

Bidders Acceptance

This is to certify that; I/We the Bidders have read all above terms, specification /required documents as per BID. We understand and accept all this terms and aware that our bid will be rejected in case of non-acceptance of this terms / fail to comply the scope of work /Bid requirement at any stage of the procurement.

I/we hereby declare that we will provide all information desired by TIFRH competent authority in this regard at any stage of this procurement. In the event of failure to provide required information, submitted information being found false or incorrect at any stage, bid shall be liable to rejection/termination of accepted Bid/Order /any further action suitable in accordance of law of GOI.

*BIDDERS COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP / SEAL OF ORGANIZATION*

Bid will be Technically Rejected if above pre-qualification criteria is not complied by the bidder.

FORMS TO BE SUBMITTED BY THE BIDDER

(Annexure - VI)
DETAILS OF LOCAL OFFICE

Location /Address of Firm :-
Name of In charge Person
Phone/Fax/Email :-
Office Hours :-

Competent Authority to sign:
Name, Designation, Date with
Stamp & seal of origination:

UNDERTAKING TO SUBMIT PERFORMANCE BANK GUARRNATEE

To
The Administrative Officer,
Tata Institute of Fundamental Research (TIFR HYDERABAD),
Survey No.36/P, Gopanpally Village, Serilingampally Mandal,
Ranga Reddy District, Hyderabad - 500 046

Sub: Assurance for PBG

Sir,

We the Firm are participating in your Tender No _____ If our bid is accepted against this subject tender notice, we commit to provide a performance security for due performance of the contract as per TIFR HYDERABAD policy/format/form and warranty-guarantee as per tender specification or agrees as per contract valid for 60 days more than the contract period.

Thank you,

Competent Authority to sign:
Name, Designation, Date with
Stamp & seal of origination:

(Annexure-VII)

PERFORMANCE STATEMENT/CLIENTELE/LIST OF USER
Attached separate sheet in same format if above place is
not sufficient (Please attached Job Completion
Certificates / GeM Service Delivery Acceptance
Certificates along with the bid)

S. No.	Name of the Dept. / Organization & Name of contract person with Phone No. Contact Person along with Tel. NO., Fax No. & e-mail	Period		No. of Vehicles as per order	Contract Order No	Contract value in Rs.
		From	To			
1.						
2.						
3.						
4						
5						

Competent Authority to sign:
Name, Designation, Date with
stamp & seal of origination:

(Annexure-VIII)
FINANCIAL INFORMATION

CERTIFICATE FROM CHARTERED ACCOUNTANT

This is to certify that annual Turnover of M/s..... PAN No: GST No: having its office at is in the '**Transport Services Business**' for the last 03 financial years in similar nature of work turnover are as follows:-

Financial Years	Turnover (in Rs.)	Profit	Loss (if any)
2023-24			
2022-23			
2021-22			

AVERAGE TURNOVER OF ABOVE LAST THREE YEARS:

Name, signature and seal of Chartered Accountant

Date.....

Place.....

(Annexure-IX)

BANK SOLVENCY CERTIFICATE

Note: - Banker's certificate should be on letter head of the Bank and should not be more than 06 months old from the date of publication of tender.

Date:

To,
The Administrative Officer,
TIFR Hyderabad

BANK SOLVENCY CERTIFICATE

We the **(Bank Name)** do hereby certify that **(Name of Firm)** having their Registered office at **(Registered Office Address)** is solvent to the extent of Rs. _____ in _____ words _____) as disclosed by the information and records which are available with the aforesaid bank.

It is further notified that this certificate is being issued at the request of **(Name of Firm)** without attaching any risk and responsibility on our part in any respect whatsoever more particularly either as guarantor or otherwise.

Sign & Stamp of Bank Manager

Place:

Date:

(Annexure-X)

Non-Blacklisting Certificate

I/We (name)_____ do hereby certify that the individual/firm/ companies has not been ever under a declaration of ineligibility for corrupt or fraudulent practices and has not been blacklisted by any State Govt./ Central Govt. / Board / Corporations and Government Societies/ PSU or such other authorities for any reason.

It is also confirm that our Firm has not been ever insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by court or judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons. Firm /Any directors, partners and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to a manpower supplying contract within a period of three years preceding the commencement of the manpower supplying process, or not have been otherwise disqualified pursuant to debarment proceedings.

COMPETENT AUTHORITY NAME , SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION

(Annexure-XI)

Details experience with Govt. Institute/Organization & Autonomous bodies

S. No.	Name of the Institute / Govt. Organization & Name of contact person with Phone Number	Period		No. of staff deployed	Contract number
		From	To		

COMPETENT AUTHORITY NAME , SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION

(Annexure-XII)

Indemnity Bond

We,....., having a registered office at....., have entered into a contract with TIFR Hyderabad, vide contract dated, to provide manpower on outsourcing basis at TIFR Hyderabad situated at Hyderabad.

We do hereby indemnify and keep harmless, TIFR Hyderabad, at all times, whether during the continuation of the aforesaid contract and at any time thereafter, in respect of any claim, demand, compensation, liability, penalty, fines, interests, suits etc. of whatsoever nature made, all actions and proceedings taken against the Institute by any party, employee(s), or workman/woman provided by us, on account of any delay, default, lapse, error, or omission on our part, or of rules and regulations, as may be applicable under the said contract from time to time.

We further undertake to indemnify and keep harmless, TIFR Hyderabad against any claim/compensation arising out of any non-payment or short payment of salaries, wages, overtime, or compensation by whatever name called and compensation and claims arising on account of any accident, injury, death, etc. during the course of their engagement by us for the purpose of this contract, or non fulfilment of any obligation under any of the labour laws as applicable to the class of workers/employees engaged by us for the purpose of this contract.

We further declare and agree that this Indemnity Bond is an unconditional and irrevocable undertaking by us and is not restrictive in any manner.

In case of contract received from TIFR HYDERABAD against this NIT, we accept to submit the above Indemnity Bond.

COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION

(Annexure-XIII)

Acceptance of Tendered Terms & Conditions
(To be submitted on letter head of the Bidder)

To,
The Administrative Officer,
TIFR Hyderabad.

Sub: Acceptance of all Terms and Conditions of Bid documents

Ref :- GEM BID :-

1. I/we have downloaded the tender documents for the above-mentioned work from the website(s) of GeM Portal/ TIFR Hyderabad website.
2. I/we hereby certify that I/we have read all terms and conditions of the tender documents including all annexure, which form a part of the contract or agreement and I/we shall abide by all terms/ conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization have also taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender terms & conditions of above-mentioned tender.
5. I/we do hereby declare that our firm has not been never blacklisted or debarred by any State/ Central Govt. Department/Public Sector Undertakings/Autonomous Body/ Corporations.
6. I/we certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your organization shall take any action without giving any notice or reason thereof or summarily reject the bid or terminate the contract without prejudice including the forfeiture of earnest money deposit (if any).

Yours faithfully,

**Signature of the Bidder
with Official Seal**

(Annexure – XIV)

Bid Security Declaration

(To be submitted on company's Letter Head)

"I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids."

**COMPETENT AUTHORITY NAME, SIGN &
DATE
WITH STAMP & SEAL OF ORGANIZATION**

Yes/No Yes/No Yes/No

Yes/No

Yes/No

(Annexure – XV)

AGREEMENT

This agreement has been signed on this ____ day of _____, 2025 at Hyderabad.

BETWEEN

Tata Institute of Fundamental Research Hyderabad having its office at 36/P Gopanpally village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500046 (hereinafter referred to as **INSTITUTE**) being “The Party of the First Part”.

AND

M/s _____ having its registered office at _____ (hereinafter referred to as **SERVICE PROVIDER**) being “The Party of the Second Part”.

WHEREAS **INSTITUTE**, an Autonomous organization, under the Ministry of Education, Govt. of India is desirous of engaging **SERVICE PROVIDER** for **transport** services required at the Institute.

WHEREAS **SERVICE PROVIDER** is providing **transport services** to Central / State Government Organizations / Government funded Autonomous Bodies / Government funded Academic Institutions and the **INSTITUTE** having accepted the offer of the **SERVICE PROVIDER** for Hiring of Vehicles to TIFR Hyderabad on Contract Basis based on the terms and conditions of the GeM Tender Ref. No. _____ dated _____

NOW IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

At present, the vehicle is to be deployed at the below mentioned address: -

**TATA INSTITUTE OF FUNDAMENTAL RESEARCH
36/P Gopanpally village, Serilingampally Mandal, Ranga Reddy District,
Hyderabad 500046**

Proprietor
M/s. _____

Administrative Officer
Tata Institute of Fundamental Research, Hyderabad

SERVICE PROVIDER

INSTITUTE

WITNESS

WITNESS

Signature
Name
Address

Signature
Name
Address

Annexure – XVI

PRICE BID FORMAT FOR HIRING OF VEHICLES TO TIFR HYDERABAD ON CONTRACT BASIS

The agency should quote as per the below Price Bid Format only:-

Sr. No.	Vehicle type	No. Of Vehicles	Basic Charges for 364 hours per month. & 3000 Kms per month (Rs.) per vehicle	Total charges for 364 hours per month. & 3000 Kms per month (Rs.) for all vehicles	Charges for Extra per Km (Rs.)	Charges for Extra per Hrs. (Rs.)
1	Prime Sedan Cars	05				
2	Prime SUV	01				
3	12 Seater Vehicle	02				
4	30 Seater Bus	01				
			GST @ in Rs.			
			Grand Total Per Month in Rs.			
			Grand Total Per Year in Rs.			

Signature of the Bidder with Official Seal

-End of the Document-