



**BIHAR STATE HOUSING BOARD**  
**(GOVERNMENT OF BIHAR UNDERTAKING)**

**6, SARDAR PATEL MARG, PATNA-800015**

**PH.NO.-0612-2217992, 2232735, 2217605 (FAX)**



**SHORT TENDER NOTICE FOR PROVIDING VEHICLES IN HIRE BASIS**

The Bihar State Housing Board (BSHB) invites tender for reputed Organization/Parties for "Providing Vehicles on Hire Basis" for one year at Head Office.

Details of the contract and forms can be obtained from Website:-  
[www.bshb.bihar.gov.in](http://www.bshb.bihar.gov.in)

**Last Date:- 26/09/2022**

  
**Secretary**  
**B.S.H.B**



## **REQUEST FOR PROPOSAL**

Proposal are invited from reputed travel agencies for providing vehicles on monthly rent/need basis along with driver. Interested agencies may participate in bidding process by sending proposal in single big size envelope superscribed as **“RFP for providing Vehicles on rental/need basis”** addressed to the **Secretary, Bihar State Housing Board, 6, Mangles Road, Patna-800015** and it should reach BSHB office on or before **26/09/2022** by **3:00 PM**. The Sealed/Enclosed RFP should be sent only through Registered/Speed Post/Bihar State housing Board (Head Qtr) receiving Counter. Conditional proposals or proposal received after the stipulated time and date shall not be entertained in any circumstance. Bihar State Housing Board, Patna would not be responsible for any delay or loss of the same. The RFP will be opened in the Board office before a duly constituted committee on the **same day above at 4:30 PM** in the presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day.

### **Sealed envelope must contain following documents:-**

- (1) Intending bidders shall have to deposit an amount of **₹ 5,000 (Five thousand only)** as token **refundable Earnest Money** in the shape of Board Draft/Bankers cheque from any Nationalized Bank Payable to the Managing Director, Bihar State Housing Board, Patna.
- (2) The bidders shall have a minimum average annual turn over of **₹ 30 Lakhs** in last three **F/Y: 2020-21, 2019-20 and 2018-19** duly supported by Income Tax Return and Annual Audit Report containing balance sheet & profit and

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loss account for each of the year certified by the Chartered Accountant. (Merely turnover Certificate from C.A. will not be sufficient).

- (3) Three years of experience in this field supported by documents justifying such experience.
- (4) Agency must follow the provisions contained under the Motor Vehicle Act and valid commercial registration certificate issued by DTO.
- (5) Copies of registration and permits of vehicles owned and driving licenses of the driver at his disposal.
- (6) Registration certificates of agency under GST/Service Tax and Motor Vehicle Act, and also under Income Tax Department supported by PAN card.
- (7) The bidder shall furnish a notarized affidavit of non-blacklisting (by any Govt. /Private institution) certificate containing a declaration to the effect of Non-Pendency of vigilance/CBI/CID/Police case against it.
- (8) The vehicles either should be new or less than two year old and good running condition or not running more than 30,000 Kms.
- (9) In the event of any vehicle being "off the road" for maintenance or on Account of breakdown, the agency shall provide a substitute vehicle immediately, failing which shall entail a penalty of ₹ 1,500/- per day for each vehicle shall be deducted from the bills of the agency.
- (10) The Vehicles provided should have permit to travel in the entire State of Bihar.
- (11) The agency should submit their bills in duplicate also with duly signed logbook by the driver as well as officer using the vehicle, within 1<sup>st</sup> week of every month for payment.
- (12) TDS will be deducted as per approved Government rates under the applicable laws.

- (13) The Bihar State Housing Board reserves the right to accept or reject any or all or any part of the tender without assigning any reason thereof, and the decision in this respect shall be final.
- (14) The Successful bidder shall have to execute an agreement in accordance with the terms and condition as will be incorporated in the deed of agreement.
- (15) The rate quoted will be valid initially for duration of one year only from the date of agreement/contract from the date of issue of Letter of Acceptance. It may be extended for another year at the same rate depending upon satisfactory performance. The services of the agency concerned may be terminated before completion of one year if the same is found not satisfactory and BSHB will be free to hire vehicle from another travel agency on approved rate.
- (16) In case of any dispute, the jurisdiction of the court of Patna will apply only. Provisions of Bihar Public Works Contracts Disputes Arbitration Act 2008 will apply in case of any disputes arising out of this NIT/RFP Contract Agreement between the parties.
- (17) The Bihar State Housing Board shall have the right to cancel/terminate the bidding process at any time without giving any reason.
- (18) All prospective bidder shall be required furnish their rates in the format as under given with sealed separate envelope.
- (19) All labour laws and other statutory provisions with respect to the employees deployed shall be complied by the service provider.
- (20) The EMD will not carry any rate of interest.



**Note: - (Grounds of Outright Rejection of Bid)**

- (i) The Earnest Money Deposit (EMD) and the self-attested copies of all the required documents are mandatory to be furnished along with the bid.
- (ii) It should be ensured that every page of tender document is duly marked and signed with seal without cuttings/over writings.

**ANNEXURE-"A"****TECHNICAL BID**

Name:-

Mob No:-

Address:-

Permanent:.....

Present:.....

Please put a tick mark against the appropriate entry:

01. Proof of Address (Aadhar card/Voter I.D./Passport/Driving licence)	Yes/No
02. The Vehicle is registered as commercial Vehicle.	Yes/No
03. Attached photocopy of RC Book offered	Yes/No
04. We have valid G.S.T.	Yes/No
05. We have valid PAN	Yes/No
06. Provide experience detail of public sectors offices/Private Sector offices	Yes/No
07. Detail of earnest money	Yes/No
08. Income Tax Return of Three years	Yes/No
09. An average annual turnover of Rs. 30 lakhs in last three preceding financial year certified by a Chartered Accountant based on audited financial statement.	Yes/No
10. Bidder shall provide self-attested Certificate that it is not blacklisted by any Govt Authority/court of India.	Yes/No

**Note Enclose all aforesaid self attested documents**

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## ANNEXURE-"B"

### Financial Bid

Sr. No.	Type of Vehicle	Rate in Rupees (Inclusive of all the taxes)			
		Monthly Booking			Per Day Rate (In Rs. Inclusive of all the taxes)
		Up to 1500 KM	Up to 2500 KM	Extra Rate Per KM	
1	Indica Non AC				
2	Indica AC				
3	Swift Dizre				
4	Indigo AC				
5	Sumo/Bolero Non AC				
6	Sumo/Bolero AC				
7	Safari/Scorpio/ Zylo AC/Ertiga				
8	Innova AC				
9	Cyrista				

**Note:-**Non adherence to these stipulated conditions may lead to Non-Consideration of the bid at all.

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