



# INDIAN INSTITUTE OF TECHNOLOGY KANPUR

## CENTRAL STORES & PURCHASE SECTION

IIT Post Office Kanpur - 208 016

Under certificate of posting

Phone : 91-512-2597214, 7384

Fax : +91-512-2597659

Email : purchase@iitk.ac.in.

**Enquiry No :** E/2016-2017/37

**Enquiry Date :** 05/01/2017

**Closing Date :** 27/01/2017

**Delivery Date:** 15 Days

Dear Sir ,

Sealed Quotations so as to reach latest by 3:00 PM on dated 27/01/2017 are invited for the supply of following items :

SI No.	Description	Quantity	Unit
1	<p>- SERVICES OF THREE (03) STAFF BUSES TO &amp; FRO FROM RAMADEVI / KIDWAI NAGAR / DABOULI TO IIT KANPUR FOR A PERIOD OF ONE YEAR (01/03/2017 TO 28/02/2018)</p> <p>- SERVICES OF ONE BUS FROM IIT KANPUR TO KANPUR RAILWAY STATION (04 TRIPS DAILY, 6 DAYS IN A WEEK, 4700 KMS PER MONTH) FOR A PERIOD OF ONE YEAR (01/03/2017 TO 28/02/2018)</p> <p>TERMS &amp; CONDITIONS ALONGWITH APPLICATION FORM IS ATTACHED AT ANNEXURE-A</p>	1	SET

Service providers are requested to submit duly filled form.

Sd/-

Dy. Registrar (S&P)  
Central Store & Purchase Section

Annexure - 'A'

**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

**TENDER NOTICE**

Sealed tenders on behalf of the Director, IIT Kanpur are invited in the prescribed form for CNG 40 Seater buses from private CNG bus operator/CNG buses fleet owners for providing the following on contract basis.

- (1) Transport facilities (03 buses) for the employees who are residing in the different parts of the Kanpur city i.e. Rama Devi, Dabouli & Kidwai Nagar and campus community of institute. The duration of the contract will be one year initially and may be extended further depending upon the performance, to a maximum of three years.
- (2) To run an exclusive bus on 24×6 basis for use of campus residents to city/railway station and back. The payment will be fixed for a minimum of 4700 kms per month and bus timings shall be fixed from 05.00 am to 11.00 pm with at least two drivers. Bus shall run from Monday to Sunday with Tuesday as rest day.

The private CNG bus operator/ CNG fleet owners should be registered with Central Excise Department and having fifteen digit service tax number. The prescribed form of application and terms and conditions is attached and also can be obtained from Store and purchase Section, IIT Kanpur on any working day. Between 09.00 am to 05.00 pm.

Terms and Conditions

1. Institute reserves the right to change the route/ timings without any prior notice and for which contractor will not be entitled to claim any kind of compensation whatsoever.
2. Only well maintained and good condition Buses will be provided for Institute duties. Sub-standard buses and poorly maintained Buses will not be accepted for duties.
3. The contract and penalty clause will be strictly governed by the laid down terms and condition of the contract. A copy of which is enclosed herewith.
4. Only IIT employees, Project Employees, Apprentice Trainees and others with valid bus pass issued by the MT Section are allowed to use the bus facility.
5. Contract will be for a period of three year w.e.f. the date of award of contract on extension basis subject to satisfactory service, initially for a period of one year. Based on performance and condition of buses and service, the period of contract subsequently extended on yearly basis.
6. **Four 40** seater CNG buses in good condition having curtains on window and good cushioning will be provided and the buses will be duly certified for its fitness by RTO Kanpur.
7. Buses will ply on routes with halts and time as specified by IIT Kanpur within the Corporation limits of Kanpur.
8. Journey time per round trip per bus will be around 1 hours covering 30-40 kilometers approximate.
9. All the fuel lubricants, maintenance, road-taxes, insurance passenger taxes, challans etc. and payments of wages and uniform to the Drivers, Cleaners etc. will be borne by the contractor and no extra payments of any sort whatsoever will be made by the Institute.
10. The contractors at their own cost and risk will ensure that the buses are properly maintained to avoid any breakdown and/or cause inconvenience to the Institute staff travelling by the bus.
11. The Institute shall have no responsibility on account of any accident to persons, materials, contractor's staff, fire etc. and no damage/compensation shall be paid to the contractors on this account.
12. The agreement shall be valid for a period of one year which can be extended by mutual consent. The Institute reserves the right to terminate the contract earlier by giving one month's notice.
13. The Contractors alone shall be responsible for all acts, omission, commission, defaults or neglect on the part of the Drivers, Cleaners and other personnel employed by the Contractors for maintenance, operation and plying of the Bus.
14. The Contractor shall and will from time to time and at all times keep indemnified the Institute against the actions, proceedings, claims and expenses of every nature whatsoever instituted preferred, made suffered or occasioned in consequences of and perusal to and arising on or as a result of plying and operation of the bus by the Contractors, their servants and Agent, under terms and conditions of their present or otherwise howsoever.
15. The Contractor shall arrange at their own cost for adequate insurance cover against accident to the vehicle and the passengers.
16. The Contractor shall operate and ply the bus entirely at their own risk and responsibility and shall observe all rules and regulations and comply with all provisions of law in that behalf.
17. Notwithstanding anything to the contrary contained in the Agreement the Institute shall be entitled to terminate the Agreement with one month notice but without payment of any kind in the event of any failure or neglect on the part of the Contractors to observe and perform any of the stipulations conditions and obligation contained in these presents and on the part of the Contractors to be observed and performed. Security deposit will be forfeited or equivalent to dues in case contract is terminated for any of the above reasons mentioned.
18. The plying of the Bus and the transport of the Institute's employees under the terms and conditions of these presents shall be subject to the superintendence and control of the Institute and the contractors, their staff and agents shall carry out directions given in that behalf by the Institute and or by duly authorized official of the Institute.



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
परिवहन अनुभाग  
MOTOR TRANSPORT SECTION

-: 2 :-

19. In case of any riot, communal disturbance or civil commotion in the area of operation of the transport service, the contractors shall immediately inform the Institute of it in order to enable the Institute to make suitable arrangements needed, if any.
20. A penalty will be imposed as below in case any default/late running and cancellation.  
Single trip Rs. 1000.00, Double trip Rs. 2000.00, Full day Rs. 3000.00, Sub standard bus Rs. 500/- per trip at the discretion of the Head, MT Section, and the decision will be final.
21. It will be the responsibility of the contractors to provide substitute for the Bus in case of breakdown, accidents, challan etc. If no bus is provided by the Contractor, penalty @ Rs.2000/- (Rupees Two Thousand only) per trip will be recovered from the Contractor for each Bus not running in accordance with clause No. 20.
22. In case of penalty either for late running, cancellation of scheduled trips or for not providing Bus on any particular day, contractor will be required to deposit the amount fixed on account of penalty within seven days of issue of such notice, failing which the penalty dues will be recovered from the security deposit made by the Contractor. Institute also reserves the right to cancel the contract in case such penalty is not paid in stipulated period.
23. Either party shall have option to renew the agreement for further period of one year in terms and conditions mutually agreed upon.
24. Any notice required to be given by either party to the other party to the other hereunder shall be deemed to be duly given if sent by Registered Post to the other party at their addresses unless either of them has to the other notified any change of address. Any notice given by post shall be deemed to have been served at the expiration of 48 hours from the date of posting.
25. IIT Kanpur will have the right to get into contract with other contractor to run similar services as well as to run services by their own Buses.
26. The contractor must be registered with the Central Excise Department and have 15 (Fifteen) numbers digit service tax.
27. A security deposit of ₹. 5000/- (Rupees Five thousand only) in the form of Demand Draft from a Scheduled bank in favour of 'Registrar, IIT Kanpur' is to be attached. The same will be returned to all vendors if their tender is not accepted.
28. The following information must contain in Technical Bid:-  
(i) Profit-Loss account of contractor for last five years, (ii) Service Tax Registration No.,  
(iii) Tin No., (iv) Credentials from previous/ current organization, (v) Route of bus with previous/  
current organization, (vi) Technical details of buses proposed to engage in the Institute
29. The Institute reserves the right to change/alter any of the above conditions as per the directions of Govt. of India/ Competent Authority of the Institute, issued from time to time.
30. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of contract, the Institute reserves the right to withdraw/cancel /modify any communication made to the vendor/ service provider.
31. Tenders received after the last date, incomplete /invalid in any respect stand automatically rejected.
32. No enhancement of rate will be applicable during the contract period. Under exceptional circumstances, the matter may be considered by the Institute authorities, as per rules.
33. All disputes and differences arising between the parties to this agreement in the matter of meaning and intent of these Articles of Agreement and conditions whether giving rise to any claim settlement or not concerning the dispute shall be referred to the Director or any other official of the Institute nominated by him as an arbitrator for the arbitration.

Con'td... 3/-



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
परिवहन अनुभाग  
MOTOR TRANSPORT SECTION

-: 3 :-

Financial Bid

Bus Route No. 1

Commencing time - 8.10 AM	Rate (Excluding statutory taxes)
RAMA DEVI	
SHYAM NAGAR	
AFIM KOTI	
JARIB CHOWKI	
GUMTI NO. 5	
GOL CHAURAHA	
RAWATPUR	
Reaching time - 0850 AM	

Bus Route No. 2

Commencing time - 820 AM	Rate (Excluding statutory taxes)
DABOULI	
RATANLAL NAGAR	
SHASTRI CHOWK	
CTI CHAURAHA	
DADA NAGAR	
VIJAY NAGAR (GALA MANDI)	
DOUBLE PULIA	
NAMAK FACTORY	
NEER SHEER CHAURAHA	
GUMTI NO. 5	
Reaching time - 850 AM	540 PM

Bus Route No. 3

Commencing time - 0810 AM	Rate (Excluding statutory taxes)
KIDWAI NAGAR	
SITE NO. 1	
BARA DEVI	
JUHI DEPO	
KIDWAI NAGAR THANA	
DEEP TAKIZ	
CHAWLA MARKET	
FAZAL GANJ	
J K MANDIR	
DEWKI TAKIS	
GUMTI NO. 9	
Reaching time - 0850 AM	0540 PM

IITK to Railway Stn. 04 Trip to railway Stn daily.

IIT KANPUR	IIT KANPUR	Rate (Excluding statutory taxes)
KALYANPUR	KALYANPUR	
RAWATPUR	GURUDEV PALACE	
GURUDEV PALACE	RAWATPUR	
GOL CHAURAHA	GOL CHAURAHA	
MOTI GHEEL	GUMTI NO. 5	
PARADE	JARIB CHOWKI	
BADA CHAURAHA	RAILWAY STATION	
LIC		
RAILWAY STATION		



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
परिवहन अनुभाग  
MOTOR TRANSPORT SECTION

APPLICATION FORM

Technical Bid

1. NAME OF THE PROPRIETOR (on whose : \_\_\_\_\_  
name CNG buses are registered : \_\_\_\_\_
2. No. of CNG buses held by the proprietor : \_\_\_\_\_  
as on date
3. Name of the Firm : \_\_\_\_\_  
(a) Full Address : Office : \_\_\_\_\_  
(b) Full Address : Residence : \_\_\_\_\_  
(c) Telephone No : (Office / Residence) : \_\_\_\_\_
4. Registration Nos. of the C.N.G. buses : \_\_\_\_\_  
with year of manufacture & model : \_\_\_\_\_  
(please attach list) : \_\_\_\_\_
5. Details of CNG buses proposed to be : \_\_\_\_\_  
engaged for IIT Kanpur contract service : \_\_\_\_\_  
(Please indicate details of CNG buses permit) : \_\_\_\_\_
6. Name of the organizations for whom the : \_\_\_\_\_  
contractor has engaged or still engaged CNG : \_\_\_\_\_  
buses on regular basis (Please furnish details : \_\_\_\_\_  
and certificate of performance such : \_\_\_\_\_  
organization)

**DECLARATION**

Certified that the information furnished above are true to the best of my knowledge and belief.  
(Signature and seal of authorized signatory on behalf of the bus operator is required on every page to be submitted)

(Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date:



# INDIAN INSTITUTE OF TECHNOLOGY KANPUR

## CENTRAL STORES & PURCHASE SECTION

IIT Post Office Kanpur - 208 016

Under certificate of posting

Phone : 91-512-2597214, 7384

Fax : +91-512-2597659

Email : purchase@iitk.ac.in.

### Terms & conditions for supply of above mentioned articles

1. Enquiry will be sent by courier / registered post / speed post and IIT Kanpur will not be liable for any kind of irregularity/delay.
2. The quotation in duplicate should be enclosed in a properly sealed envelop addressed to the Dy. Registrar(S&P) invariably giving on the envelope reference of enquiry and due date of opening.
3. The quantity mentioned in enquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
4. Firms will quote separately for each article.
5. The Rate offered should be free delivery to IIT Kanpur or Ex-godown in case of firms situated outside Kanpur.If items is imported then the firms should quote the price on F.O.B. basis.
6. In case of Ex-godown terms the amount of packaging, forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levies must be mentioned.
7. The rates offered should be exclusive or inclusive taxes. The rates applicable should clearly be specified .
8. The delivery period should be specifically stated. Ex-stock and earlier delivery may be preferred.
9. The firms are requested to give detailed description and specification together with detailed drawings and printed leaflets and literature of the articles quoted. The name of manufacturers and country of manufacture should also be invariably be stated. In the absence of these particulars the quotation is liable for rejection.
10. Samples wherever asked for will not be paid for. These should be delivered in the office of the undersigned securely labeled and packed. In case of firms who submit the sample through railway and road transport the freight should be prepaid and R/R should be in favour of the Dy. Registrar, Stores and Purchase Section. Indian Institute of Technology, Kanpur-208016.
11. Quotation should have validity of at least 90 days from the date of opening.
12. The rates quoted should be in metric units, otherwise your quotation is liable to be ignored.
13. The right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason is reserved.
14. All the consignments must be securely packed and booked duly insured addressed to the Dy. Registrar (S&P) IIT Kanpur - 208016
15. Institute is exempted for payment of Excise Duty under notification No. 10/97 & partially @ 5.15% Custom Duty exemption certificate under notification 51/96 and road permit will be provided if applicable.
16. The Penalty @ 1% per week or part thereof subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
17. The Concessional Form 'C/D' have been abolished w.e.f. 01.04.2007.
18. Our standard payment terms & condition is 90% against delivery and 10% after inspection and approval.
- 19 Supplier should mention complete contact details such as email etc.

Sd/-

Dy. Registrar (S&P)  
Central Store & Purchase Section