

SUPREME COURT OF INDIA
TRANSPORT BRANCH

F.No./E-Committee/2018/SCA(Tr)
Dated : 19.11.2018

Last date : 27.11.2018

**NOTICE INVITING TENDER FOR HIRING OF ONE SWIFT-DZIRE CAR OR
ANY OTHER CAR IN THE SAME SEGMENT**

Sealed tenders are invited, for hiring of latest model of one Swift-Dzire Car (Diesel) or any other car in the same segment, with Diesel and Chauffeur/driver for a mileage of minimum 2,000 kms. with 240 hrs. use per month. The interested parties, may quote their lowest **rates as per Proforma marked as Annexure -'A'** and if so desire, may also contact the Branch Officer Transport Branch (Telephone Nos.23073534) and can personally visit the Registry on any working day between 10:30 AM to 04:30 PM except Saturday/Sunday/Holiday for any clarification, before quoting the rates.

DETAILED TERMS AND CONDITIONS

1. The vehicle with chauffeur will be required initially for a period of two months and if the services are found satisfactory, the same may be continued for a further period of due year on the same terms and conditions or till the services are found satisfactory.
2. The chauffeur of the vehicle must be holding a valid licence to drive the vehicle.
3. The Registry reserves the right to curtail or cancel or to extend the validity of the contract at its own discretion.
4. All contractors who are providing similar kind of services for at least last three consecutive years will be given preference subject to production of documentary proof in respect of the same.
5. The contractor is required to enclosed the experiences of similar works in any of the Departments/ Autonomous Institutions/ Universities/ Public Sector Undertakings of Government of India etc. along with an undertaking as per Proforma marked as **Annexure -'B'** in respect of Non-Blacklisting.
6. The contractor is required to submit the security amount of Rs.5,000/- in the form of Demand Draft in favor of Registrar (Admn.), Supreme Court of India, New Delhi, which will be refunded only after two months from the successful completion of the contract and/or payment of their last drawn bill, whichever is later.

7. The Bid security submitted by the bidder will be forfeited in case (i) if at any stage, any of the document/ declaration/ information given by the contractor is found false; (ii) any lapse/default in honoring of the terms and conditions at any stage after submitting the tender; or (iii) the services are found deficient; and if the contractor withdraws his bid and/or services during the contractual period.
8. The contractor will have to arrange for the replacement of driver in case of any eventuality. The Registry reserves the right to ask the contractor for removal of any driver, who is not found competent or disciplined.
9. The Registry will be under no legal obligation to provide employment to any of the personnel of the contractor after expiring of contractual period and does not recognizes any sort of employer-employee relationship after such period.
10. The contractor shall indemnify the Registry against all other damages/charges for which the Registry may be held liable or pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident/ injury to the person or damages to the property of any member of the public.
11. The Registry shall not be responsible financially or otherwise in case of death or for any injury to the driver or person deployed by the contractor during the course of performing the duties assigned by the Registry time to time.
12. The contractor must conform to all the rules and regulations as laid down by the appropriate Government from time to time.
13. The contractor shall provide vehicles as per requirement of the Registry and as per the duty rosters. The vehicle and the driver shall not leave the place of duty without prior permission.
14. The contractor shall be responsible for total maintenance of the vehicles provided by him.
15. No advance payment demand will be entertained in respect of any of the services rendered.
16. Proper log books must be maintained and payments will be made only on the basis of certified and verified entries of the same by the concerned officer.
17. The bills in triplicate shall be made by the contractor and should be addressed to Registrar (Admn./Tr.), Supreme Court of India, New Delhi.
18. The Registry also reserves the right to vary the number of vehicles hired as well as to relax the terms and conditions in the public interest.

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Interested parties may send their tenders in the sealed envelope addressed by name to the undersigned at Supreme Court of India, New Delhi, so as to reach **on or before 27.11.2018 up to 3.00 P.M.** which may be opened at 03.30 P.M. on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present.

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(K.R. Malhotra)
Deputy Registrar (Transport)
19.11.2018

**Encl : Proforma (Annexure - 'A')
Undertaking (Annexure - 'B')**

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1. Name of the tenderer with address :
2. Name of the Contact Person with
Telephone No./Mobile No./Fax No./e-mail ID :
3. Traders Identification No(s) :
(Photocopy required)
4. PAN No.; GST Registration No. :
5. Details regarding items :

S.No.	Particular of the Item	Unit Rate	Remarks
1.	One Swift_Dzire Car (Diesel) latest Model or any other car in the same segment (latest Model)		

6. Whether all the terms & Conditions of NIT are agreeable :
7. Has Tenderer been Blacklisted by any Govt. Organisation : Undertaking to be given as per Annexure – 'B'
8. Documents as per tender attached : YES/NO

Signature with date and rubber
Stamp of the tenderer.

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UNDERTAKING

I/We undertake that (Name of the proprietor / Firm/ Company) has not been blacklisted/ banned by any Government Department/ Public Sector undertaking/ Autonomous Body.

Signature of the authorised
Signatory of the firm/company/
organization/Official Stamp/Seal.

Date :

Place :