



**प्राचार्य का कार्यालय**  
**OFFICE OF THE PRINCIPAL**  
**राजकीय पोलिटेकनिक खगड़िया**  
**GOVT. POLYTECHNIC KHAGARIA (BIHAR)**

खगड़िया/दिनांक :- ...../...../2023

**अल्पकालीन निविदा**

**भाड़े के वाहन हेतु निविदा सूचना संख्या – 02/2023-24**

राजकीय पोलिटेकनिक, खगड़िया के कार्य हेतु एक भाड़े के वाणिज्यिक वाहन की मासिक दर पर आवश्यकता है। वाहन का प्रकार Sedan/SUV जो बेहतर मॉडल का वाहन हो एवं एक वर्ष से पुराना नहीं होना चाहिए। नये एवं अपेक्षाकृत बड़े वाहन को प्राथमिकता दी जायेगी। इच्छुक वाहन मालिक (जिनका वाहन भाड़े पर चलने के लिए निबंधित हो) पंजीकृत ट्रेवल एजेंट/अन्य, विज्ञापन की तिथि से दिनांक **08.09.2023** तक (अवकाश का दिन छोड़कर) संस्थान के कार्य अवधि में कार्यालय से निविदा फॉर्म रु0 500/- (पाँच सौ रु0 मात्र/-) का बैंक ड्राफ्ट "Principal, Government Polytechnic Khagaria के पक्ष में जो खगड़िया में भुगतये हो" जमा कर प्राप्त कर सकते हैं। निविदा फॉर्म (आवश्यक अनुलग्नकों के साथ) एवं जमानत की राशि रु0 5000/- (पाँच हजार रु0) का बैंक ड्राफ्ट "Principal, Government Polytechnic Khagaria के पक्ष में जो खगड़िया में भुगतये हो" स्पीड पोस्ट/निबंधित डाक/हाथो-हाथ कार्यालय में विज्ञापन की तिथि से दिनांक **08.09.2023** तक (अवकाश का दिन छोड़कर) स्वीकार किया जायेगा। भाड़े पर लिए जाने वाले वाहन का अधिकतम प्रति माह भाड़ा रु40000/- से अधिक नहीं होना चाहिए। जिसमें सभी करों सहित मरम्मत (Maintenance) के खर्च के साथ 1200 कि०मी० प्रति माह की दूरी चलने के इंधन (Diesel/Petrol/Lubricant) का भी खर्च सम्मिलित होगा। प्रति माह 1200 कि०मी० से अधिक की दूरी के परिचालन की स्थिति में केवल इंधन (Diesel/Petrol) अतिरिक्त देय होगा। विस्तृत ब्योरा संस्थान के **Website :- [gpkhagaria.ac.in](http://gpkhagaria.ac.in)** पर उपलब्ध है।

Sanjeev  
प्राचार्य 21/08/2023  
राजकीय पोलिटेकनिक खगड़िया  
Kishan Singh  
21/08/2023

**Tender**  
**For**  
**Vehicle for Official Purposes**  
**For**  
**Government Polytechnic, Khagaria**

Tender No.: - GPK/02/2023

Sale of Tender Start Date: - 28.08.2023

Last Date of Submission: - 08.09.2023

*Sanjeev*  
*21/08/2023*  
**Principal**  
Government Polytechnic, Khagaria  
*Rishu Raj*  
*21/08/2023*

**Government Polytechnic, Khagaria**

**Tender Notice For Vehicle**

**Tender Notice No.**

Sealed Technical and Financial bids are invited from any service provider or owner for providing vehicle round clock for the Government Polytechnic, Khagaria for annual contract period of 11 months, by Registered post/Speed post/Hand delivery.

Last date of Submission: - 08.09.2023

Opening of tender 11.09.2023 (Monday) at 11:30 AM at Principal Chamber, Government Polytechnic, Khagaria

All interested vendors are requested to send their sealed quotation for supply of the above item under two bid system in the following manner.

- Envelope – I: - Technical Bid.
- Envelope – II: - Financial Bid.

Note: - The bid documents are not transferable and the firm's seal and signature of the authorized official must appear on all papers and envelopes submitted.

Both the envelopes should be sealed, signed, marked and kept in a bigger envelope super scribed with the Tender Reference No. and Tender notice detail as appended hereunder.

**Tender for Vehicle**

TENDER REF. NO: _____ LAST DATE FOR SUBMISSION: _____	
The Principal _____	
From: M/S _____	Contact No: _____
E-mail ID: - _____	

*Sanjay*  
Principal 21/08/2023  
Government Polytechnic, Khagaria  
*Rishu Singh*  
21/08/2023



## I. INSTRUCTIONS TO BIDDERS

1. The Commercial vehicle (Bolero/Scorpio/any other SUV) should be in good condition and it should not be more than over year old.
2. The tender fee of Rs. 500/- (Five Hundred Rupees only) and E.M.D. of Rs. 5,000/- (Five thousand Rupees only) in the shape of demand draft separately on any nationalized bank in favor of **Principal, Government Polytechnic, Khagaria** payable at Khagaria should accompany tender paper. Without tender EMD will be ignored straightway.
3. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.
4. The comparatively new vehicles and of higher model will be given priority.
5. The contract will be kept valid for a period of 11 months which can be extended on mutual consent basis on the same terms and conditions for further 11 months (max three times).
6. Contractor should keep the vehicles in neat, clean and good running conditions with sheet cloth covers, which should be replaced with another set of washed covers once in a week. The contractor should carry out the periodical maintenance of the vehicles supplied and insure them always in good condition.
7. All payment towards lubricants, repairs, insurance, road tax coverage, permit, fitness and driving license of driver, any taxes etc. and all other expenditure related to vehicles is the contractor's sole responsibility. All payment to the driver towards their salary, overtime etc. is also the contractor's responsibility.
8. Payment will be made on submission of bills.
9. The contractor can be terminated by giving one months' notice in writing by either party. In case of breach of terms and condition, Government Polytechnic, Khagaria reserves the right to terminate the contract without giving any notice.
10. In case of accident etc. Government Polytechnic, Khagaria has no responsibility whatsoever towards, Police/RTA, court of law, injured parties, damages to the vehicle or property or any claim made for the loss etc. All these are entirely the contractor's responsibility.
11. Any deviation/violation or breach of the said terms and condition will be viewed seriously, and the contractor will be terminated without prior notice.
12. Government Polytechnic, Khagaria reserves the right to accept or reject any tender or part of any tender or all tenders without assigning any reason thereof, irrespective of the fact whether the tender is the lowest or not.
13. Maximum limit for quoted amount will be 40,000/- per month including fuel for 1200 km, Lubricants, taxes & duties as per norms, maintenance etc.
14. In case contractor refuses to supply vehicles ordered by Government Polytechnic, Khagaria it will be viewed seriously, and contract will be terminated without giving any notice and their security money will be seized.
15. The person/contractor/travel agent are directed to submit Technical & financial Bid in separate envelope.
16. The evaluation of tender will be done by the committee on the basis of weightage to Technical and Financial part.
17. The breakdown of weightage will be as Technical – 50% and Financial – 50%, Technical (Age of Vehicle 30%, Price of Vehicle – 20%). The detailed breakdown of marks is provided in evaluation sheet in sections follows.
18. After evaluation of Bid, the successful bidder will be informed separately.

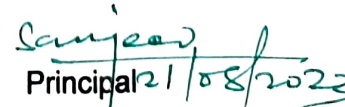
19. The agencies must put their initial on each page submitted. All pages must be numbered and a note of this should be mentioned on covering letter. The Terms & Conditions duly signed should be attached with tender paper.
20. The supply of vehicle has to start services within 07 days of intimation. The tenderer may change vehicle of Quoted in tender by comparatively newer and higher model.
21. The full E.M.D shall be forfeited in case of backing out of the offer before acceptance.
22. The award of work shall be done on QCBS basis (Quality and Cost Based Selection approach) among the technically qualified consultant after Technical Evaluation. The lowest financial proposal (FM) shall be given a financial score (SI) ON 50 POINTS. The financial score of the proposals shall be computed as follows:  

$$S_T = 50 \times F_m/F, (F - \text{Amount of financial Bid}).$$
23. Formula for final score = F+T  
 Where, T = Marks awarded for Technical Proposal and F = The marks awarded for financial proposal  
 The Bidder scoring highest Combined Score shall be declared as preferred Bidder for award of Contract.
24. In case two or more bidders achieve same combined score, the bidder whose Financial Proposal shall result in least cost to Government Polytechnic, Khagaria shall be declared as selected bidder eligible forward of Contract.

## II. The Evaluation Parameters will as follows:-

### Technical :- Total Marks : 50

1. Age of Vehicle: 30 Marks					
Criteria	If Age of Vehicle <01 (One Months)	If Age of Vehicle Months 01 to 12	If Age of Vehicle Months 12 to 24	If Age of Vehicle Months 24 to 36	If Age of Vehicle Months 36 to 48
Marks	30	25	20	15	10
Marks Obtained: -					
2. Price of Vehicle					
Criteria	If Price of Vehicle is more than 15 Lakhs	If Price of Vehicle between 12 Lakhs to 15 Lakhs	If Price of Vehicle Between 10 to 12 Lakhs	If Price of Vehicle Between 08 to 10 Lakhs	Less than 08 Lakhs
Marks	20	15	10	5	0
Marks Obtained: -					
Sub Total (Technical)					
B Financial Evaluation Total: 50 Marks					
Total Marks Obtained based upon clause 22					
Grand Total as per clause 23					

  
 Principal 21/08/2023  
 Government Polytechnic, Khagaria

**Annexure – I**

**Technical Bid Documents**

SN	Enclosure	Enclosed Yes/No
1	Copy of Motor vehicle registration Certificate	
2	Copy of Latest Pollution Test	
3	Copy of Road Tax	
4	Copy of Vehicle fitness Copy of Road Tax	
5	Proof of Price of Vehicle (Invoice)	
6	Income Tax PAN of Agency/Individual	
7	EMD Details	
8	GST Certificate	

*Sanjeet*  
Principal 21/08/2023  
Government Polytechnic, Khagaria  
*Rajendra*  
21/08/2023



**Annexure – II**

**Financial Bid for supply of Vehicle (Please provide in a separately sealed envelope)**

SN	Name of Vehicle (Bolero/Scorpio/Any other SUV)	Monthly Rent of Vehicle including Diesel/Petrol for 1200 km of Travel	Quoted Rate per km after 1200 km of Travel

*Sanjeew*  
Principal *21/08/2023*  
Government Polytechnic, Khagaria  
*Rishu Raj*  
*21/08/2023*