

बिहार सरकार  
बिहार राज्य आपदा प्रबंधन प्राधिकरण  
(आपदा प्रबंधन विभाग)  
द्वितीय तल, पंत भवन, पटना-800001

निविदा आमंत्रण सूचना

बिहार राज्य आपदा प्रबंधन प्राधिकरण, पटना के द्वारा समय-समय पर प्राधिकरण की आवश्यकताओं के अनुसार स्थानीय /क्षेत्र भ्रमण हेतु विभिन्न प्रकार के वाहनों की भाड़े पर आपूर्ति एवं सेवाओं की प्राप्ति की जाती है।

उपरोक्त अंकित कार्य/सेवाओं की प्राप्ति हेतु सक्षम इच्छुक निबंधित एजेंसियों से दर निविदा का आमंत्रण किया जाता है। इस निविदा की विवरणी एवं शर्तें निम्नवत् है—

- i. कार्यालय के सभाकक्ष में प्री-बीड मितिग- तिथि - 28.02.2023 (अपराहन्- 03:00 बजे)
- ii. कार्यालय में निविदा प्राप्ति की अंतिम तिथि 14.03.2023(अपराहन-03:00 बजे तक)
- iii. कार्यालय में तकनीकी निविदा खुलने की तिथि 14.03.2023 (अपराहन 05:00 बजे)
- iv. वित्तीय निविदा खुलने की तिथि 15.03.2023 ( अपराहन 03:00 बजे)
- v. निर्धारित अन्तिम तिथि के पश्चात निविदा स्वीकार नहीं की जायेगी।
- vi. सेवा/सामग्रियों का दर निर्धारण 2023-24 एवं 2024-25 के लिए किया जायेगा।
- vii. सेवा/सामग्रियों की आपूर्ति आदेश समय-समय पर प्राधिकरण कार्यालय द्वारा दिया जायेगा। बिना आपूर्ति आदेश के चयनित एजेंसी द्वारा कार्य नहीं किया जायेगा।
- viii. इस संबंध में आवश्यक प्रक्रिया, शर्तों आदि की जानकारी तथा सामग्री/सेवा की गुणवत्ता का विस्तृत विवरण बिहार राज्य आपदा प्रबंधन प्राधिकरण के वेबसाइट [www.bsdma.org](http://www.bsdma.org) पर देखा जा सकता है।
- ix. किसी भी निविदा को पूर्णत या अंशत रद्द करने का अधिकार प्राधिकरण के पास सुरक्षित रहेगा।

(मीमिन्द्र कुमार)  
सचिव

**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
**(DISASTER MANAGEMENT DEPARTMENT)**  
 2nd Floor, Pant Bhawan, Patna - 800001  
 Phone No. - 0612-2522082. Fax NO.- 0612-2522311  
 (Website - [www.bsdma.org](http://www.bsdma.org))

**(TENDER NOTICE)**

This Rate Tender Notice and Call For Proposal is issued by the Bihar State Disaster Management Authority (BSDMA) to obtain proposals from reputed and registered agencies/firms to enter into a contract to decide rates for hiring different types of vehicles for use in the office of BSDMA in the financial year **2023-24 & 2024-25**. Pre bid meeting with the interested bidders shall be held on .28-02-2023 at 3 P.M. Accordingly certain modifications shall be made in the tender document.

BSDMA is regularly requiring vehicles of different models (Electric & non-Electric) for office purpose.

**Requisite Rate Eligibilities of the Agency/ Firm**

**Eligibility Criteria & Conditions -**

1. The agency should be registered under Income Tax /GST and has filed the up- to- date Income tax returns for the last 03 years.
2. Vehicles of the agency should be registered in Department of Transport. Papers regarding Road Tax, Pollution Fitness and the driving license should be up-to-date. An affidavit to this effect is required to be submitted to BSDMA.
3. The bidder may quote for supply of one or more under - noted type of vehicles in which he/she has experience of at least 03 years. Registered agencies/authorized agents of the specifications with 03 years work experience shall be preferred.
4. The agency should be registered in ESI/EPF.
5. The bidder may quote for supply of one or more aforesaid items in which he/she has experience of at least 03 years. Registered agencies/authorized agents of the specific items with 03 years work experience shall be preferred.
6. The agency should provide BS6 compliant commercial vehicle.
7. The agency must not be blacklisted by State/Central Govt. Deptt. or any other govt. bodies. An affidavit to this effect shall be furnished by the bidder with the bid document.
8. The agency should not have been penalized for delay in completion of work.
9. BSDMA shall penalize @Rs. 500/- per day on any lapses in service.
10. Applicants must submit their proposals in two parts. The first part shall contain the Technical Proposal. The second part shall contain the Financial Proposal. The details of proposal is as under-
11. The agency should also provide separate proposal for E-Vehicle, having latest features.

**Technical Proposal**

Sl. No.	Type of Vehicle	Model/Year of Vehicle	Transport Registration (Yes/No)	Road Tax up to date (Yes/No)	Pollution Fitness (Yes/No)
1	Scorpio /Ertiga				
2	Swift dezire /Sedan				
3	Tata Winger (15 seater)/ Force Traveller (17,20,25 seater), force cruiser 14 seater				
4	Tata Tiago				
5	Picup Van				
6	Innova crista				
7	E-vehicle (any company)				
8	Bus (Seater 40, 2*2 push back)				

## Financial Proposal

For Local use fuel & Driver.											
Sl No.	Type of Vehicle	Rate of Fuel & Driver Full day 12 Hrs/ 75 Km.		Rate of Fuel & Driver Full day 08 Hrs/60 Km.		Rate of Fuel & Driver (Half day) 04 Hrs/60 Km		Rate of Fuel & Driver Half day 04 Hrs/35 Km		Rate for additional KM	
		AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle
1	Scorpio /Ertiga										
2	Swift dezire /Sedan										
3	Tata Winger (15 seater)/ Force Traveller (17,20,25 seater), force cruiser 14 seater										
4	Tata Tiago										
5	Picup Van										
6	Innova crysta										
7	E-vehicle (any company)										
8	Bus (Seater 40, 2*2 push back)										

**Notes:- GST Extra as applicable.**

## Outstation Booking Fuel & Driver (Rate in INR)

For Outstation use fuel & Driver.

Sl No.	Type of Vehicle	Rate of Fuel & Driver Basic 200 Km Per day Rate Km.		Night Halt (Rs.)		Minimum Chargeable Km/ Per day (Rs.)		Rate for additional KM	
		AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle	AC Vehicle	Non AC Vehicle
1	Scorpio /Ertiga								
2	Swift dezire /Sedan								
3	Tata Winger (15 seater)/ Force Traveller (17,20,25 seater), force cruiser 14 seater								
4	Tata Tiago								
5	Picup Van								
6	Innova crysta								
7	E-vehicle (any company)								
8	Bus (Seater 40, 2*2 push back)								

**Notes:- GST Extra as applicable.**

**Transport Unit Tariff (Monthly Rates) (Rate in INR)**

For Transport Unit Tariff (Monthly Rates) (Rate in INR)					
	Rates	Innova Crysta	Scorpio /Ertiga (AC)	Swift /Sedan (AC)	Dezire E-vehicle (any company)
1	12 Hrs/ Per day (2000 Km Per Month)				
2	Exceeding 2000 Km in a month				
3	After 12 Hrs. in a day Extra charge per Hrs.				

**Notes:- GST Extra as applicable.**

12. The Technical Proposal containing name and complete contact details with address, Phone numbers and E-mail ID of the agency/ firm, should be kept in a separate, sealed envelope marked with "Technical Proposal". The Financial Proposal should be kept in another separate, sealed envelope marked with "Financial Proposal".
13. The two sealed envelopes should then be kept in one bigger sealed envelope super scribed with the wording "To be opened by Authorized Person Only ". The applicant/agency/ firm should clearly indicate its name and contact details with address, phone no. and E-mail ID on the outer portion of bigger envelope.
14. The contract may be terminated with one month notice subject to delay/unsatisfactory performance in the work after deducting the cost./expense. In such case the work shall be allotted to next suitable bidder.
15. Contract document with the successful bidder shall be executed within 21 days of the issue of the letter of acceptance. Non fulfillment of this condition of executing a contract by the contractor or supplier would constitute a sufficient ground for annulment of the award and forfeiture of Earnest Money Deposit.
16. BSDMA has right to reject the services of vehicle supplied to BSDMA which do not conform to the specification.
16. BSDMA has right to avail the services of vehicle from other agencies at the same rate as and when tendered agency fails to provide the vehicle in time.
17. The Agency shall take responsibility of regular maintenance of the vehicle.
18. The Agency shall pay compensation/payment to driver and vehicle owner in case of accident.
- 19. Bid Security :-** The bid security of Rs 5,000/- shall be accepted in the form of Account Payee Demand Draft/ Fixed Deposit Receipt/Banker's Cheque or Bank Guarantee from any of the Nationalized banks payable to Secretary, BSDMA in an acceptable form. Bid security of the unsuccessful bidders shall be returned to them after expiry of the final bid validity latest on or before the 30th day after the award of the contract.
- 20. Performance Security:-** The performance security of Rs 5,000/- is to be obtained from the successful bidder and shall be accepted in the form as discussed in sl.no. 19.
21. Late bids i.e., bids received after the specified date and time of receipt shall not be considered.

**Note :-**

- i). The Rate Tender Notice is illustrative in nature and all narrations are intended to be use by the applicant as a preliminary background explanation. This does not necessarily contain all relevant information. BSDMA reserves the right to amend its requirements or the information contained in this notice at any time during the selection process. Rate contract shall be valid for 2023-24 and 2024-25.
- ii). The submission of bid document by bidder is supposed to confirms his/her acceptance of all terms and conditions of this notice.
- iii). Only bid document submitted strictly in accordance with this notice or as may be required by the BSDMA, will be considered as valid proposals.
- iv). This notice is not a work order. A separate work order will be issued only after the selection of the preferred bidder (s).

- v). All information supplied by the BSDMA in connection with this notice shall be treated as confidential.
- vi). Payment after deducting applicable taxes shall be made after satisfactory completion of the work to the best satisfaction of BSDMA.

**Mandatory list of documents to be attached in Technical proposal**

- I. Copy of GST Registration/Income Tax Return filed for the last 03 Years as applicable.
- II. A Copy of valid registration if any with other Deptt./Organization.
- III. List and profile of office bearers, staff, experts with qualification, experience and assigned functions.
- IV. Affidavit relating to point 2 and point 7 of eligibility criteria & conditions.

**Last Date for submission of Bid Document :**

The Technical bid and Financial bid (as stated above) in separate envelopes must reach the office of BSDMA on or before **14-03-2023** latest by **3 PM** on any working day.

The complete document should be sent by courier/registered post/speed post to Secretary, Bihar State Disaster Management Authority (BSDMA), 2nd Floor, Pant Bhawan, Bailey Road, Patna- 800001. Phone No.- 0612-2547232.

The Technical bid will be opened on 14-03-2023 at **5 PM** and Financial bid will be opened on **15-03-2023, at 3 PM** by the Technical Evaluation Committee/Internal Purchase Committee at BSDMA. The applicant agencies, if interested, can remain present at time of opening of proposals. The proposal will be opened and basic eligibility criteria (including list of mandatory documents), shall be scrutinized as per instructions given in this document. Proposals will be shortlisted on the basis of technical and financial evaluation.

**Evaluation of Technical & Financial Bid Proposal**

In Phase I, the Technical Evaluation Committee/Internal Purchase Committee of BSDMA will first open the Technical proposal and will assess the proposal on merit on the basis of technical competence, capability, prior experience and understanding of the work. All the tax returns shall be scrutinized properly. A short write up of agency shall be taken into consideration.

In Phase II of evaluation, the financial bids of only those agencies will be opened which qualify the technical evaluation.

**Right to accept any bid, and to reject any or all bids :**

BSDMA reserves the right to accept any bid, and to annul the Tender Process and reject any or all bids at any time prior to award of work, without thereby incurring any liability to the affected agency or any obligation to inform the affected agency of the grounds for its action.

For any further details, the interested parties/agencies may visit the BSDMA website: [www.bsdma.org](http://www.bsdma.org) or visit the office or contact the Secretary, BSDMA during any working day.

Secretary,  
BSDMA, Patna