

प्रसार भारती PRASAR BHARATI
(भारत का लोक सेवा प्रसारक) INDIA'S PUBLIC SERVICE BROADCASTER
आकाशवाणी : जबलपुर (म.प्र.)/ AKASHVANI: JABALPUR (M.P)
EMAIL-hooairjabalpur@prasarbharati.gov.in

क्रमांक : जबल-3(3)२०१९-जी-111/Comp No(36277)/131

दिनांक 23/04/2025

प्रति,
संलग्न सूची के अनुसार

विषय - आकाशवाणी जबलपुर , रीवा और छतरपुर को वार्षिक अनुबंध पर टैक्सी प्रदाय की निविदा संबंधी ।

कार्यालय को निविदा प्राप्ति की अंतिम तिथि 07.05.2025 अपराह्न 03.30 बजे तक ।

महोदय,

आकाशवाणी जबलपुर अपनी विभिन्न प्रकार की वाहन आवश्यकताओं हेतु निविदा आमंत्रित करता है । प्रस्तुत निविदाएं निम्नलिखित आवश्यक शर्तों को पूरा करें ।

1.	निविदा सीलबंद लिफाफे में दिनांक 07.05.2025 (03.30 बजे तक) या उसके पूर्व कार्यालय को रजिस्टर्ड डाक द्वारा प्राप्त हो जाना चाहिए । लिफाफा सीलबंद हो और पारदर्शी टेप से कवर किया गया हो । अग्रिम धन के रूप में रूपये 500/- (पांच सौ रूपये मात्र) की राशि आहरण और सवितरण अधिकारी (डी.डी.ओ), प्रसार भारती, आकाशवाणी जबलपुर के पक्ष में देय डिमाण्ड ड्राफ्ट के रूप में प्रेषित की जाये । (फर्म के लिए EMD में छूट) लिफाफे पर निम्न विवरण का उल्लेख होना चाहिये : 1. निविदा किस कार्य हेतु प्रस्तुत की गई है । 2. निविदा आमंत्रण पत्र क्रमांक दर्ज होना चाहिये । 3. निविदा खोलने की अंतिम तिथि कार्यालय का पता- आकाशवाणी जबलपुर कटंगा टीवी टावर के पास जबलपुर एम.पी-482001
2.	कार्यालय को प्राप्त निविदाएं उसी दिन अर्थात् दिनांक 07.05.2025 को ही सांय 04.00 बजे इच्छुक निविदा कर्ताओं या उनके प्रतिनिधियों के समक्ष खोली जायेंगी ।
3.	निविदा में दर्ज दरें अंतिम होगी । दरों के स्वीकृत होन पर उनमें किसी भी तरह का अतिरिक्त शुल्क या देयक स्वीकृत नहीं किया जायेगा ।
4.	सफल निविदाकार को कार्य या सेवा के सफल एवं संतुष्टीपद निष्पादन पर मासिक आधार पर भुगतान इलेक्ट्रॉनिक भुगतान माध्यम से किया जायेगा ।
5.	सफल निविदाकार को यह सहमति देना होगी कि उसके द्वारा प्रस्तुत निविदा मे उल्लेखित दरें 1 वर्ष की अवधि के लिए मान्य होगी, स्वीकृत दरों मे किसी भी प्रकार की वृद्धि स्वीकार्य नहीं होगी ।
6.	कार्यालय को यह पूर्ण अधिकार होगा कि वह किसी भी चरण में किसी निविदा या संपूर्ण निविदा प्रक्रिया को स्थगित या रद्द कर सकता है ।
7.	प्रस्तुत निविदा मे वस्तु एवं सेवा कर पंजीयन क्रमांक का उल्लेख अवश्य करे । इस कार्यालय का वस्तु एवं सेवा कर पंजीयन क्रमांक है :- 23AAAJP0288R2ZM

संलग्न : नियम एवं शर्तें ।

हरमीत सिंह चंडोक
Harmeet Singh Chandok (हरमीत चंडोक)
सहायक निदेशक (राजभाषा) परिवहन अधिकारी
Assistant Director (Official Language)
आकाशवाणी : जबलपुर
Akashvani : Jabalpur आकाशवाणी जबलपुर

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दिनांक 23/04/2025

To,

As per list enclosed

Subject- Regarding supply of Taxi to Akashvani, Jabalpur, Rewa & Chhatarpur on Annual Agreement basis.

Last Date for receiving tenders is 07.05.2025, 03:30 PM

Sir/Madam,

Akashvani Jabalpur invites tender for its various vehicle requirement. The submitted tenders should fulfill following conditions.

1	<p>Tenders in sealed envelopes should reach the office on or before 07.05.2025 by 3.30 Pm by Post/Hand. Tender will not be accepted if the envelop is not sealed and covered with wide transparent tape. An amount of Rs. 500/- (Rupees Five Hundred only) should be sent as EMD in the form of Demand Draft payable in favour of Drawing and Disbursing Officer (DDO), Prasar Bharati, Akashvani Jabalpur(EMD Exempted for MSE Firm)</p> <p>The following details must be mentioned on the envelope.</p> <ol style="list-style-type: none">1. Work for which tender has been submitted.2. Serial number of Tender Invitation letter must be mentioned.3. Last date for opening Tender. <p>Office Address- Akashvani Jabalpur Katanga Near TV Tower Jabalpur MP 482001</p>
2	<p>Tenders received in the office will be opened on the same day, that is on 07.05.2025 by 04.00 Pm in the presence of desirous tenderers or their representatives.</p>
3	<p>Rates entered in the tender will be final. Once the rates are approved, no additional charges or amount will be accepted in them.</p>
4	<p>Payment to the successful tenderer shall be made electronically on monthly basis and successful execution of work or service.</p>
5	<p>Successful tenderer will have to give his acceptance that the rates mentioned in the tender will be valid for a period of 1 Year. No increase will be acceptable for the approved rates thereof.</p>
6	<p>The office will have the right to postpone or cancel any tender or the entire tender process at any time.</p>
7	<p>Goods and service Tax registration should be mentioned in the submitted tender. The Goods and service Tax registration number of this office is 233AAAJP0288R2ZM</p>

Enclosed:- Terms and conditions.

(Harmeet Chandok)

हरमीत सिंह चंडोक
Harmeet Singh Chandok
सहायक निदेशक (राजभाषा) Transport Officer
Assistant Director (Official Language) For DDG(Eng.)
आकाशवाणी : जबलपुर AV Jabalpur
Akashvani : Jabalpur

FORMAT FOR SENDING QUOTATIONS

Name of the Firm/Company/Service agency	
Complete address & telephone No.	
Location address & telephone No.	
No. of Vehicle owned or attached by the agency	Registration No. & Date 1. 2.
Nos. of years of experience in providing taxi in Government sector.	
Self-Attested certificate for Non- Blacklisted by any other Govt. Organization / PSU /any other agency	
Name & address of the Govt. offices where at present taxis are engaged on regular/monthly basis	
PAN NO. (attached copy)	
GST NO. (attached copy)	
Name and Telephone no. of Proprietor	

Date:

(Seal & Signature of Firm)

Proforma For Tender

(₹) / Rate (Rs.) exclusive of taxes

				<u>Jabalpu</u> <u>r</u>	<u>Rewa</u>	<u>Chhatar</u> <u>pur</u>
<u>1</u>	<u>LOCAL</u>	<u>SEDAN AC</u>	<u>2Hr x 30km</u>			
			<u>4Hr x 40Km</u>			
			<u>8 Hr x 80Km</u>			
			<u>12 Hr x 120KM</u>			
		<u>SEDAN NON AC</u>	<u>2Hr x 30km</u>			
			<u>4 Hr x 40Km</u>			
			<u>8 Hr x 80Km</u>			
			<u>12Hr x 120KM</u>			
		<u>SUV AC</u>	<u>2Hr x 30km</u>			
			<u>4 Hr x 40Km</u>			
			<u>8 Hr x 80Km</u>			
			<u>12 Hr x 120KM</u>			
		<u>SUV NON AC</u>	<u>2Hr x 30km</u>			
			<u>4 Hr x 40Km</u>			
			<u>8 Hr x 80Km</u>			
			<u>12 Hr x 120KM</u>			
<u>2</u>	<u>OUTSTATI</u> <u>ON</u>	<u>SEDAN AC</u>	<u>Per KM Rate (Min</u> <u>250Km) Per Day</u>			
		<u>SEDAN NON AC</u>	<u>Per KM Rate (Min</u> <u>250Km) Per Day</u>			
		<u>SUV AC</u>	<u>Per KM Rate (Min</u> <u>250Km) Per Day</u>			
		<u>SUV NON AC</u>	<u>Per KM Rate (Min</u> <u>250Km) Per Day</u>			
		<u>Night</u> <u>Charges</u>				

NOTE:- Selection of L-1 bidder for Extra Vehicle will be done under total evaluation method as per comparative method , weightage will calculated as 30% of rate quoted in Local Sedan/SUV AC , 30% of rate quoted in Outstation Sedan/SUV AC and rest i.e 40 % of rate quoted others.

1. GST Number:-
2. Name and full address of Agency/Taxi supplier.
3. Declaration - I/we declare that We have carefully read and understood the Terms and conditions (from 1 to 27) and accept all the terms and conditions given there in.

TERMS AND CONDITIONS FOR PROVIDING TAXI

- 1.** The taxi to provide should not be more than three years old or should not have run more than 50000 kms as on date of hiring.
- 2.** The firm should have at least three years experience in the tour and travels business in providing taxis in the Government sector and should have adequate numbers of vehicles of its own with them.
- 3.** The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. from time to time.
- 4.** As these vehicle are to be used by the senior officers of the office, the firm should ensure that the driver to be provided must possess driving license and three years experience and carries necessary documents (Registration Certificate, Insurance papers, PUC Certificate etc.) with him. The driver should be well mannered and courteous and should always carry mobile phone with him, as it will enable the officer to contact him any time.
- 5.** The vehicle must be made available at any given time and day as desired by the office.
- 6.** The vehicle should report to the place of requirement as per direction of the office. The mileage will be counted from the place where the duty start up to the place where duty ends and the billing will be affected from the place of reporting and relieving.
- 7.** The vehicle should be insured comprehensively and should have necessary permits from the transport authority.
- 8.** This office will not be responsible for any challan, loss, damage or accident to the vehicle or to any other vehicle or any injury.
- 9.** The payment will be made by this office on monthly basis on submission of pre-receipted bill(s) duly supported by duty slips/log sheets duly signed by the concerned officer.
- 10.** The successful bidder will have to enter into an agreement for one year on Rs. 100/- non judicial stamp paper.
- 11.** A penalty of Rs. 500/- (Rs. Five Hundred only) per day/per hired taxi for non supply of taxi as per requirement will be charged.
- 12.** The office reserves the rights to reject any or all the quotations.
- 13.** There will no guarantee on the part of the office for use of vehicle for certain minimum mileage in case it is hired on daily basis.
- 14.** The firm must have all requisite clearance certificates etc. from the concerned Government agencies as per rule.
- 15.** The daily record indicating time and mileage for each vehicle shall be maintained.
- 16.** Telephone facility (24 hours) must be available with the bidder firm.
- 17.** A certificate to be produced by the firm from the competent authority to certify proper status/functioning of the "Kilometre meter"
- 18.** The rates should be quoted inclusive of all expenses such as POL, Taxes, Fuel cost, maintenance, repair and servicing etc.
- 19.** GST/PAN/Bank Account number with IFSC code, name and address of Bank should be mentioned in the bill as per rule.
- 20.** In case of any dispute, decision of Head of Office shall be final.

- 21.** The tender will be valid for One year from the date of award of bid. The period can be extended for further 01 years after approval of competent authority on the mutual consent.
- 22.** The drivers of the car should have a valid driving license, good experience and should be familiar with the city roads. The drivers should be neatly dressed and well mannered.
- 23.** The driver will be required to maintain a car log book wherein he will keep a record of movement of the vehicle with time, date & name of the person travelled & including their signatures.
- 24.** The mileage for use of the vehicle will start from the place where the driver is scheduled to report for duty and shall end at the same place.
- 25.** The Vehicle Parking Bill/ Toll Taxes will be reimbursed as per actual receipt provided by the Firm.
- 26.** This office reserves the right to cancel the contract at any time, without assigning any reason. The service provider will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for services already performed in terms of the contract, the same would be paid to it as per the terms of contract. In case of any dispute, the decision of the Department shall be final.
- 27.** This office shall not be responsible for damages of any kind due to any mishap/accident/injury caused to the car/driver while performing duty for the department. All liabilities legal or monetary shall be borne by the firm.

(Seal & Signature of Firm)