



Coastal Aquaculture Authority
Ministry of Agriculture
Government of India
GDR Tower, 12-A, Bharati Street,
Vanuvampettai, Madipakkam PO
Chennai-600 091. Tamil Nadu
Phone:044-22603784

Email: aquaauth@vsnl.net, aquvaauth@bsnl.in



No.1-1/2014-Admn

Date: 03-03-2016

TENDER FOR HIRING OF VEHICLES

1. **Sealed quotations are invited from Registered Travel Agencies in Chennai for providing light commercial vehicles** for (a) Monthly Contract and (b) local journeys/outstation journeys (as and when required) to this Authority. Tender Details/Documents may be purchased by cash/demand draft from Coastal Aquaculture Authority, GDR Tower, 12-A, Bharati Street, Vanuvampettai, Madipakkam PO Chennai-600 091. for Rs. 100/- (Rupees hundred only) (non- refundable) or downloaded from the website www.caa.gov.in. Those bidders downloading Tender Document from website should deposit tender document fees of Rs.100/- (non-refundable) in the form of demand draft in favour of Coastal Aquaculture Authority payable at Chennai.
2. Selection will be on basis of fulfilment of the eligibility criteria.
3. The Sealed quotations duly filled in the prescribed proforma may be addressed to the Member Secretary, Coastal Aquaculture Authority, GDR Tower, 12-A, Bharati Street, Vanuvampettai, Madipakkam PO, and Chennai-600 091 so as to reach him latest by 1400 Hrs. of 15.03.2016. The quotations may be sent by post to the above mentioned addressor dropped in the tender Box placed at CAA office by the stipulated date and time.
4. Quotations received after the closing date and time shall not be considered.
5. Tender will be opened at 15.03.2016 @1500 hours

MEMBER SECRETARY

**Coastal Aquaculture Authority
Government of India
Ministry of Agriculture And Farmers Welfare
Chennai**

No.1-1/2014-Admn

Date: 03-03-2016

TENDER DOCUMENT

NOTICE INVITING TENDER

Sealed Tenders are invited up to 1400 hrs of **15-03-2016** for Hiring Commercial Vehicles for the following:

- | | |
|--|---|
| I – On Monthly Contract
(one sedan and one hatch back) | - 2 Nos
(2000/300 hrs)
(2000/300 hrs) |
| II - Regular Package for local and out station usage. | |

1. The Bid should contain the following:

- a) Partnership Deed or proprietorship deed or articles/Memorandum of Association as the case may be, latest Annual Account.
- b) Current Valid copy of RC Book for each vehicle.
- c) Current Valid copy of current Taxi permit certificate.
- d) Current Valid copy of current Insurance Certificate
- e) No relation Certificate /EMD not forfeited certificate
- f) Model Number & Year.
- g) Original R/C Book & Documents & Vehicle to be produced at the time of agreement and must be made it available in vehicles.
- h) Income Tax return filed for the last 3 years
- i) Service Tax Registration Certificate
- j) Copy of PAN
- k) Certificates from other similar agencies where services rendered by the Tenderer

**SCHEDULE - 1 OF REQUIREMENTS AND HIRE CHARGES FOR MONTHLY CONTRACT
VEHICLES FOR USAGE IN CHENNAI & ITS AROUND DISTRICTS**

Sl. No.	Description	Seden		Hatch Back	
		Non AC	AC	Non AC	AC
1	Rates for 2,000 kms per month for 300 hours				
2	Rates per additional each hour beyond the total hours of month				
3	Rates for additional each kilometer beyond the total kilometers [i.e. above 2000kms] of a month				
4	In case, Night Halt, charges for it				

The meaning of working hours is 12 hours in a day and in a month for 25 days
Model not older then-2014 and vehicles should not have plied more than 50,000 Kms.
Unit price means inclusive of all charges and taxes but excluding service tax, Toll gate/ Parking charges.
Reporting Place is any place within the jurisdiction of concerned Officer. Actual place of reporting shall be specified by users of vehicles.
Counting of distance is from point to point only(No shed to pickup point or drop will be allowed)
Contracted vehicle should not be used by the contractor, beyond the working hours of a day including holidays.
Contracted vehicle should be used only for the purpose of CAA and not for any others during the contract period.
Service tax as applicable will be paid by CAA, Chennai

Place_____Signature of tenderer_____

Date_____Name of the tenderer_____

Phone no. _____

Mobile no. _____

**SCHEDULE - 2 OF REQUIREMENTS AND HIRE CHARGES FOR OTHER THAN THE CONTRACTED VEHICLES FOR USAGE
IN CHENNAI & OUTSTATIONS (schedule for Diesel car)**

Sl. No.	Description	Seden		Hatch Back		Toyoto Innova	
	Rate for	AC	Non AC	AC	Non AC	AC	Non AC
1	Package Rate for 50 kms and 5 hours in any day						
2	Package Rate for 100 kms and 10 hours in any day						
3	Package Rate for 150 kms and 15 hours in any day						
4	Rates per additional each hour beyond the total hours of a package						
5	Rates for additional each kilometer beyond the total kilometers of a package						
6	In case, Night Halt, charges for it						

When a vehicle is hired under particular package but used beyond the ceiling kilometers or ceiling hours of the said package, charges would be as follows:

1. Contractor can charge the rates of next higher slab package amount only in the case where at least 60% of either kilometer or hours exceeds previous slab.
2. Contractor can charge the rates of a particular slab package (for which, vehicle was called for) and using rates mentioned at serial number 4 and 5 of the above table, in the case where at least 60% of either kilometer or hours does not exceed.

Model not older than-2014

Unit price means inclusive of all charges and taxes but excluding service tax, Toll gate/ Parking charges.

Reporting Place is any place within the jurisdiction of concerned Officer. Actual place of reporting shall be specified by users of vehicles.

Counting of distance is from point to point only(No shed to pickup point or drop will be allowed)

Service tax as applicable will be paid by CAA, Chennai

Place_____

Signature of tenderer_____

Date_____

Name of the tenderer_____

Phone / mobile no. _____

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

(To reach on _____ or before date of bid opening)

To,

The Member Secretary

Coastal Aquaculture Authority,

Subject: Authorization for attending bid opening on _ _ _ _ _ (date) in the Tender
of _____

Dear Sir,

Following person is hereby authorized to attend the bid opening for the tender mentioned
above on behalf of _____ (Bidder).

Name

Specimen Signature

I.

Alternate Representative

Name

Specimen Signature

I.

Signature of Bidder

Or

Officer authorized to sign the bid

Documents on behalf of the bidder

NOTE:

1. Maximum of one representative will be permitted to attend bid opening. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorisation as prescribed above is not received.

NO RELATION CERTIFICATE

I.....S/O

.....

R/O

..... hereby certify that none of my relative (s) as defined in Section – IV, item (7) & (8) of tender document called for hiring Light Commercial Vehicle for the usage of CAA, vide Tender No:Dated is / are employed in Coastal Aquaculture Authority as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, CAA shall have the absolute right to take any action as deemed fit / without any prior intimation to me”.

Signed.....

For and on behalf of the Transporter

Name (caps).....

Position.....

Date.....

EMD / SECURITY DEPOSIT NOT FORFEITED CERTIFICATE

I hereby declare that I am/ My travel agency is not Black Listed in any Government Tenders in Tamil Nadu or any other state and my EMD / Security Deposit / Performance Security Deposit was not forfeited in CAA or any Government Department Tender.

Place:

(Signature of the Tenderer)

Date: