



TENDER No. IIMR/Tender/2026-27/02 Dated 14/05/2026

Last date for submission of bid- 04.06.2026

(Online eProcurement process through Central Public Procurement Portal)

<https://eprocure.gov.in/eprocure/app>)

निविदा आमंत्रित सूचना

NOTICE INVITING TENDER

इंडियन इंस्टीट्यूट ऑफ मैनेजमेंट रायपुर (भा.प्र.सं, रायपुर) प्रतिष्ठित और अनुभवी एजेंसियों से, दो-बिड प्रणाली के तहत (जिसमें टेक्निकल बिड और फाइनेंशियल बिड शामिल हैं), ई-टेंडर (सीपीपी पोर्टल के माध्यम से ऑनलाइन टेंडर) आमंत्रित करता है। ये टेंडर भा.प्र.सं, रायपुर में बेसिक लाइफ सपोर्ट एम्बुलेंस, लोकल टैक्सी और बसों को किराए पर लेने से संबंधित सेवाएं प्रदान करने के लिए हैं।

Indian Institute of Management Raipur (IIM Raipur) invites e-tenders (online tenders through CPP Portal) from reputed and experienced agencies under a two-bid system, comprising Technical Bid (Part-I) and Financial Bid (Part-II), for providing services for hiring of Basic Life Support (BLS) Ambulance, Local Taxi, and Buses at IIM Raipur.

अनुसूची और निविदा के अन्य विवरण निम्नानुसार हैं:

The schedule and other details of Tender are as under:


Tender Name	Hiring of basic life support ambulance, local taxi and buses at IIM Raipur
Tender No.	IIMR/Tender/2026-27/02 date 14.05.2026
Estimated Cost	Rs.30,00,000/- (The estimated cost is indicative and may be lower than the actual requirement).
Bid evaluation	Selection will be based on QCBS , with 30 marks for Technical and 70 marks for financial evaluation.
Period of Contract	The period of the contract shall initially be 02 (two) years , which may be extended for a further period of up to 02 (two) years (01 year + 01 year), subject to satisfactory performance of the service provider and on mutual consent.
Publish Date	14.05.2026 @ 03:30 pm
Document download start date	14.05.2026 @ 03:30 pm
Document download end date	04.06.2026 @ 03:30 pm
Bid submission end date & time	04.06.2026 @ 03:30 pm

Date & time for opening of Technical Bid	05.06.2026 @ 03:30 pm
Date of Opening of Financial Bid	To be intimated later
EMD (Earnest Money Deposit)	Rs.1,50,000/- (Rupees One Lakh Fifty Thousand Only)
Performance Bank Guarantee (5 % of estimated cost)	Rs.1,50,000/- (Rupees One Lakh Forty Thousand Only)
Location of the service	IIM Raipur, Atal Nagar, P. O. – Kurru (Abhanpur), Raipur – 493 661, Chhattisgarh
Commencement of service	01.06.2026 (Tentatively)
Contact number for technical query if any	Stores and Purchas department: Shri. Ashwani Kumar 0771-2474-705
Pre-bid queries	Bidders are requested to send their pre-bid queries on or before 03/05/2026 through email at abhardwaj@iimraipur.ac.in mentioning the subject as “Pre-Bid Query” along with Tender No. IIMR/Tender/2026/01 Dated 23/04/2026. Queries received after the due date i.e 03/05/2026 shall not be entertained. Replies to the queries will be will be published through IIM Raipur website and the CPP portal.

This tender document containing eligibility criteria, scope of work, terms and conditions, specification and other documents, can be seen/downloaded at/from Central Public Procurement (CPP) Portal <https://eprocure.gov.in> and the Indian Institute of Management Raipur website: www.iimraipur.ac.in .

This tender is required to be uploaded on the website Central Public Procurement (CPP) Portal <https://eprocure.gov.in> and no where else as it will be opened online at this site only.

Manual bid/tender will not be accepted under any circumstances. Incomplete bid/documents shall be rejected without giving any reason.


 Sd/-
 Col Aditiya Sudan (Retd.)
 Chief Administrative Officer

PART-I: TECHNICAL BID

Annexure – I

1. Scope of Work:

- a) The Contractor shall be required to provide transportation services to the Institute as per the requirements of the IIM Raipur Administration for Visiting Faculty, Faculty Members, Board of Governors (BoG) Members, Committee Members, Staff, Guests, and other Visitors of IIM Raipur.
- b) The contractor shall arrange the required number of vehicles along with drivers, fuel (petrol/diesel), proper seat covers, cleanliness (including use of perfumes/air fresheners), driver uniform, identity cards, valid insurance, necessary equipment, and ensure complete operational readiness at all times.
- c) The number and type of vehicles indicated are tentative and may vary depending on the Institute's requirements. IIM Raipur reserves the right to increase, decrease, or discontinue any category of vehicle/services at its discretion without assigning any reason.
- d) All vehicles deployed by the agency for providing services at IIM Raipur shall have valid **yellow number plates (commercial registration)** in compliance with applicable transport regulations.

However, in exceptional circumstances—such as when a large number of vehicles (except bus and ambulance category) are required at short notice—the requirement of commercial registration may be relaxed. Such relaxation shall be permitted only with prior approval from the Institute's Administration.

e) Vehicle Requirement & Conditions:

Sr. No	Particular	Condition	Qty
1.	C-Type Basic Life Support (BLS) Ambulance (24x7) with Driver – Maruti Eeco / Eeco Sport or equivalent model (AC) <i>(Detailed scope of work is provided in Appendix "A")</i>	Vehicle must be in excellent condition (both internal and external), fully equipped and operational at all times	01 (Monthly basis)
2.	Passenger Vehicles (AC / Non-AC) with Driver a) Sedan Type AC (Swift Dzire / Hyundai Xcent / Ford Figo Aspire / Honda Amaze / Volkswagen Ameo / Mahindra Verito / Toyota Etios / Hyundai Verna / Honda City / Ertiga or equivalent) b) Toyota Innova (AC) or equivalent c) 30-Seater Bus (AC / Non-AC) d) 15-Seater Tempo Traveller / Winger (AC / Non-AC) e) 50-Seater Bus (AC / Non-AC)	All vehicles must be in excellent condition (internal & external), clean, well-maintained, and roadworthy with valid permits and insurance	As per requirement basis

	(Detailed scope of work is provided in Appendix "B")		
3.	Additional Driver (If required)	Trained driver with valid driving license (validity should be at least one year from the date of engagement)	As per requirement basis

Special Note: Billing for all vehicles shall commence from the Institute premises or any designated location specified by IIM Raipur and shall conclude at the same point. No charges shall be admissible for movement of vehicles from or to the contractor's garage, taxi stand, or parking location. Accordingly, bidders are advised to quote their rates considering this condition.

Appendix-A

Scope of work & terms and conditions-for 24x7 -C Type Basic Life Support Ambulance

Essential requirements for the Ambulance Services:

1. Ambulance Services for 24 x 7 hours (24 Hours) basis with basic facilities at both locations of IIM Sirmaur:
 - a) Air-conditioned Ambulance
 - b) Stretcher (Hydraulic Type): 01 No.
 - c) Oxygen Cylinder (filled): 01 No.
 - d) Cardiac Monitor: 01 No.
 - e) Wheelchair-01 No.
 - f) CPR Mask
 - g) First Aid Box
 - h) AMBU Bag
 - i) Oxygen Mask
 - j) Small Fan
 - k) Attender / Doctor Seat
2. Should be Maruti Ecco Sport or a Similar Model (Hydraulic stretcher should fit properly).
3. Should be manufactured on or after 2022.
4. The Driver should preferably be experienced in operating oxygen cylinders and be equipped to operate medical instruments.
5. Should be at our service 24x7 (shall be stationed near the Admin Building / OPD/ Faculty housing area of IIM Raipur)
6. Average monthly usage: Upto 2500 km (monthly basis -24 x 7 services)
7. The ambulance provided should be in proper running condition, cleaned, sanitized, and should have basic facilities.

8. The ambulance provided should be as per the requirements of IIM Raipur.
9. The ambulance shall be provided at our Institute premises.
10. The contractor shall bear all costs on account of fuel, oil, spares, comprehensive insurance, toll tax, repair, and maintenance, etc. of the ambulances.
11. The wages and other costs of the driver should also be borne by the contractor. Unauthorized LPG Gas/CNG kits are not allowed as fuel in the ambulance.
12. The Institute shall not be responsible for the repair and maintenance of the ambulance, including consumables (such as petrol / diesel or equipment/ consumables).
13. The institute shall not bear any other charges. In case of breakdown/servicing/repair, the contractor shall provide an alternate ambulance of the same type, failing which, an ambulance shall be hired from any other sources at the risk and cost of the contractor.
14. The contractor shall provide the name, phone numbers of the drivers, and details of the ambulance to the concerned authorities of Raipur or as directed by the department concerned.
15. The Contractor shall provide well-behaved drivers, preferably in uniform. The Drivers should possess a valid driving license and knowledge of different routes in the Raipur and nearby areas. The reporting time, place, address, etc., should be strictly followed by the Contractor.
16. The drivers should strictly follow all the Traffic Rules and Regulations as prescribed by the government authorities. The Institute will not be responsible for the reimbursement of any charges charged by the Government Authorities for violation of any traffic rules and regulations.
17. The ambulance deployed for services shall be maintained in a neat and clean condition at all times, both internally and externally. Seats shall be properly covered with clean seat covers. The interior of the ambulance shall be in good condition, and all required equipment must be properly fitted and in working condition. The driver shall maintain professional, courteous, and disciplined behavior at all times.

Penalty Clause

In case of any deficiency in service, penalties shall be imposed as follows:

- A. Minor Deficiencies (1% – 2% deduction of monthly bill per instance):
 - a) Minor cleanliness issues (dust, stains, or improper seat covers)
 - b) Minor wear and tear in interiors not affecting functionality
 - c) Slight delay in upkeep or presentation of the ambulance
 - d) Any other minor non-compliance not affecting safety or service delivery
- B. Major Deficiencies (3% – 5% deduction of monthly bill per instance):
 - a) Unhygienic or dirty condition of ambulance (internal/external)
 - b) Non-functional or missing essential equipment
 - c) Poor interior condition affecting usability or comfort
 - d) Driver misconduct or unprofessional behaviour
 - e) Repeated occurrence of minor deficiencies (more than 3 instances in a month)
 - f) Any deficiency affecting safety, reliability, or service quality
- C. General Conditions:
 - a) The penalty shall be imposed per instance and may be cumulative, subject to a maximum of 10% of the monthly bill for that ambulance.

- b) The classification of deficiencies (minor or major) and the exact percentage of penalty within the specified range shall be determined by the IIM Raipur Administration, whose decision shall be final and binding.
- c) Repeated or serious violations may lead to **termination of contract** in addition to penalties.
18. The Contractor must ensure that the driver is not under the influence of alcohol or other intoxicants while performing their duties for the Institute. In no case should the driver be allowed to smoke while driving the ambulances. No other person except the driver shall be permitted in the ambulance while transporting the guests.
19. The contractor will ensure that all necessary documents (Registration Certificate, Valid Insurance, Permit, Pollution Control Certificate, etc.) are in the personal custody of the licensed drivers.
20. The drivers must observe discipline, etiquette, and protocol while performing the duty. They should be in proper uniform and carry a mobile phone in working condition, for this Institute will not pay separate charges.
21. In case of accident, any compensation claims arising out of such accident shall be borne/made by the contractor in accordance with the law which is in force to each or every one of the affected persons or their legal heirs, depending upon the merits of each individual case. He would also indemnify the Institute for any loss, damage to property or life arising out of the negligence of the driver or poor maintenance of the ambulance.
22. The driver should always remain with the ambulance during the entire period of duty. In case of any urgency, the driver may seek permission from the user department of the Institute.
23. Payment to the Contractor will be made after deduction of TDS as per government norms.
24. In case the Ambulance is/are not found to be satisfactory, it shall be returned for immediate replacement. In case no replacement is provided in time, the Institute has the right to hire an Ambulance from the local market, and the additional cost incurred by the Institute will be borne by the Contractor, and the same will be deducted from the monthly bill.
25. The maintenance cost, Charges of Petrol/Diesel/Fuel, Road tax, permit fee, passenger tax, Challans, wages of the driver, overtime of the driver, etc., are the responsibility of the contractor for which no payment shall be made by IIM Sirmaur.
26. Toll tax, parking charges, GST, etc. shall be reimbursed by the Institute against the production of documentary evidence. However, no Permit fee/ Passenger tax/Road tax, etc. shall be paid by IIM Sirmaur. IIM Sirmaur reserves the right to cancel the tender at any time without assigning any reason.
27. The period of service is two years, which may be extended based on satisfactory service.
28. Before deployment of the ambulance at IIM Raipur, prior approval from the Chief Administrative Officer (CAO) / In-charge shall be obtained after inspection of the ambulance to ensure that all required equipment and consumables are properly fitted and that the vehicle is fit for use for patient services at IIM Raipur.

Appendix-B

Scope of work- Taxi/ Car/ Buses etc.)

1. The bidder should have the ownership of at least adequate number of vehicles.
2. In case the firm awarded contract fail to supply the requisite number of vehicles, IIM Raipur reserves the right to hire the Daily Taxis / Cars from other Taxi Stands at the risk and cost of the firm. The cost difference between the alternative arrangements and tender value will be recovered equally from the firm.
3. The driver engaged should be generally aware of the routes of Raipur, Chhattisgarh.
4. The Contractor should be able to provide AC Cars / AC-Non-AC Bus at a short notice (within 4 hrs). For regular requisitions the taxi must reach the destination 30 minutes in advance.
5. The vehicles on duty shall have to be kept in clean condition at all times. The general condition of the vehicle provided should be excellent. The seat should be comfortable. The seats shall always be covered with neat and good quality seat covers. No payment shall be made if the vehicle is found in dirty or shabby condition.
6. In case of any breakdown while travelling, alternative arrangement shall have to be done by the contractor within shortest possible time, failing which the taxi will be hired from the open market and the expenses incurred thereon shall be deducted from the monthly bill of the contractor.
7. IIM Raipur reserves the right to terminate the contract without assigning any reason by giving the contractor one calendar month notice of its intention to do so.
8. Penalty Clause: In the event of Contractor failing to execute the work i.e. supply of said vehicles on hire basis at any time to the full satisfaction of the institute, the Competent Authority reserves the right to cancel the contract or withhold the payment due to contractor in part or full and to forfeit the Performance Security deposited.

The penalties shall be imposed as follows:

- A. Minor Deficiencies (1% – 2% deduction of monthly bill per instance):
 - a) Minor cleanliness issues (dust, stains, or improper seat covers)
 - b) Minor wear and tear in interiors not affecting functionality
 - c) Slight delay (up to 15 minutes) in upkeep or presentation of the vehicles.
 - d) Any other minor non-compliance not affecting safety or service delivery
- B. Major Deficiencies (3% – 5% deduction of monthly bill per instance):
 - a) Unhygienic or dirty condition of ambulance (internal/external)
 - b) Delay above 15 minutes in upkeep or presentation of the vehicles
 - c) Poor interior condition affecting usability or comfort
 - d) Driver misconduct or unprofessional behaviour
 - e) Repeated occurrence of minor deficiencies (more than 3 instances in a month)

f) Any deficiency affecting safety, reliability, or service quality

C. General Conditions:

- a) The penalty shall be imposed per instance and may be cumulative, subject to a maximum of 10% of the monthly bill for that respective category.
 - b) The classification of deficiencies (minor or major) and the exact percentage of penalty within the specified range shall be determined by the IIM Raipur Administration, whose decision shall be final and binding.
 - c) Repeated or serious violations may lead to **termination of contract** in addition to penalties.
9. Billing will start from and end with Office premises or designated place and not from & with the Taxi stand. All vehicles must first report to the CAO Office/Travel desk, IIM Raipur on requisition. Where meter reading will be noted and then proceed to the destination on all days except Sundays or Holidays. On Sundays and National Holidays, the vehicle may directly report to the designated person where meter reading should be got noted by the user.
10. The contract will be valid for two years from the date of award the contract and can be extended further up-to two years on same terms & conditions subject to the performance of contractor. No request of hike in approved rates for supply of taxis / vehicles etc. will be entertained during the period of contact for any other reason whatsoever.
11. Rate escalation: Up to 5 % (Annually) after two years with mutual consent by both parties.
12. The contract can be terminated in any instant by IIM Raipur if the service of the contractor not found satisfactory including violation of any terms & conditions of tender.
13. If on any occasion it is found that the driver of any vehicles has made wrong entries in the duty slips relating to time and kilometer reading of start or closing of duty/ journey the contractor shall be responsible for the same. The office reserves the right to withhold full payment of the day in respect of such vehicle.
14. The drivers should always be smartly dressed and in the uniform as may be provided by the agency with mobile phones and should be well mannered.
15. For each and every vehicle, the driver is required to maintain a log-book i.e. details of various journeys performed during the day since morning till last duty separately and all the entries be got attested from the users. The log book will have to be shown to the General Administration for verification at the time of submission of the bill in each month.
16. In case of hiring of Taxis/cars, 50 Kms or 6 hours shall be considered half day. In case if the vehicle is detained above 6 hours, then it shall be treated as full day. In such scenario, the 'kms' have no relevance. If the usage goes above 50 kms within 6 hours, then charge would be for each additional km only and the vehicle would be considered as 'half day' usage with extra Km. If the number of hours exceeds 6 hours, then the vehicle would be treated to be hired for 'full day'. Then the 'km' usage has no relevance.

17. Rate should be quoted for AC cars. For Buses rate should be quoted for AC and non-AC.
18. Decision of the Director of the IIM Raipur regarding acceptance or rejection of a tender will be final and binding.
19. The Contractor shall maintain the Log-sheets/duty slip should be got signed by the user which would indicate the opening and the closing meter reading with time and date at the point at point of starting/ending the journey by the user. It should be ensured that there is no overwriting in the duty slips. In no case duty slip without signature will be accepted along-with bill for payment unless specifically intimated in advance.
20. Contractors shall be directly responsible for any/all disputes arising between him and his personnel and keep IIMR indemnified against all losses, damaged and claims arising thereof.
21. The personnel engaged by the Contractor shall be subject to security check by the IIM Raipur Security Staff or authorized employee-in-charge while entering/leaving the premises. The contractor shall furnish to the Institute full details of staff engaged by him.
22. Contractor shall be fully responsible for theft, burglary, fire or any mischievous acts of his staff.
23. In case of non-reporting/refusing to provide the requisite vehicle, the same may be hired by the Institute from any other source(s) at the risk and cost of the contractor, besides any other penal action which may be even termination of contract including black list of vendor.
24. In case of breakdown/servicing/repair, the contractor shall provide alternate vehicle of same make and model falling which vehicle shall be hired from any other sources at the risk and cost of the contractor.
25. The maintenance cost, Charges of petrol, road tax, permit fee, passenger tax, Challans, salary of the driver, the overtime of driver etc., are the responsibility of the contractor for which no payment shall be made by IIM Raipur.
26. Parking charges and toll taxes shall be paid extra by IIMR on production of documentary proof. However, no border tax/permit fee/ passenger tax/ road tax shall be paid by IIM Raipur.
27. One or more than one vehicle depending upon the requirement of IIM Raipur can be called at any time during the day and night.
28. Agency should be capable to stand 1 or 2 vehicles outside entry gate of Institute for as and when required category of vehicle i.e requirement basis category.
29. COMPLIANCE OF LAWS - Contractor shall be solely responsible for payment of wages/salaries and allowances to his personnel that might become applicable under Government labor act. IIMR shall have no liability whatsoever in this regard. It shall be the sole responsibility and liability of the Contractor to carry out the obligations arising out under various labor legislations.

Annexure – II

General Terms and Conditions of Contract

1. ***Preparation and submission of Tender:*** The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. For submission of bids, all interest bidders have to register online on e-procurement portal. After registration, bidders shall submit their Technical Bid and Financial Bid documents online on <http://eprocure.gov.in> duly signed and sealed on each page of Tender. For details, kindly see Annex-V of the tender: Instructions of Online Bid Submission.
2. ***Period of Contract:*** The contract period will be initially for two year. This period may be extended further up-to two years (01-year ext. +01-year ext.) basis on satisfactory performance. In case of performance of the agency in one part or the entire contract is not found to be satisfactory as per operational parameters setout of the contract or not in conformity with the terms & conditions of the tender, then that part or the entire contract shall be terminated even before the scheduled time by giving advance notice of two month to this effect. In the event of premature closure of contract for reasons mentioned herein above, the Bank Guarantee shall be absolutely forfeited.
3. ***Exit Clause:*** The contract can be terminated by giving two-month notice period by the Institute and three-month notice by the contractor.
4. ***Contract Agreement:*** The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs. 100/- (One hundred only). IIMR reserves the right to amend the terms & conditions of contract by mutual discussions and shall be in writing. The amended terms and condition will form part of the agreement.
5. ***Earnest Money Deposit (EMD):*** The tenderer shall deposit Earnest Money of Rs. 1,40,000 /- (Rupees One Lakhs Forty Thousand Only) through Demand Draft drawn in favour of “Indian Institute of Management Raipur” payable at Raipur”. The Earnest money deposit will be refunded to the tenderers whose offers have not been accepted. Earnest Money Deposit of the tenderer whose offer is accepted will be kept until the time, the Bank Guarantee is not received.
6. ***Bank Guarantee:*** The successful tenderer will have to deposit a Bank Guarantee of Rs.1,50,000 /- (Rupees One Lakh Fifty Thousand Only) in favour of “Indian Institute of Management Raipur” payable at Raipur drawn on any Nationalized Bank/Scheduled Bank and valid for 60 days beyond the expiry period of contract.
7. In the event of bidder backing out before actual award or execution of agreement, IIMR will have right to forfeit the EMD. In case the successful tendered declines the offer of contract, for whatsoever reason(s) his EMD will be forfeited.

8. The IIMR will not provide any residential space for accommodation to the Agency. The agency has to make its own arrangement for the residential accommodation to the deployed staff.
9. The IIMR is not bound to award contract at the lowest price received in the Tender and reserves the right to decide on fair and reasonable price of the services tendered for any counter offer the same to the bidders. All other terms and conditions of the tender shall remain operative even if a counter offer rate is offered to the bidders. IIMR reserves the right to negotiate with first lowest bidder to arrive at the fair and reasonable price. In case of first lowest is more than one, then it would be at the discretion of the IIMR

Or

IIMR reserves the right for empanelment of vendors (more than one) on Annual Rate Contract basis against the lowest price received in financial bid.

10. **Sub-Contracting:** The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of an unavoidable circumstance, the contractor shall be able to do it with the approval of the Institute. However, the job shall be sublet only to the party approved by the Institute.
11. The contractor and his employees shall comply with all norms stipulated by the Institute such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and around the work site, Safety Precautions and Safety Regulations.
12. **Misconduct:** The conduct/characters/antecedents and proper bonafide of the workers shall be the sole responsibility of the contractor. However, the contractor should provide the necessary details of all its employees to the Institute. All the employees should be police verified.
13. The persons employed by the contractor will be the employees of the contractor and the IIMR shall have nothing to do with their employment or non-employment. Under no circumstances any liability in respect of matters connected with their employment shall be held against the IIMR and the personnel employed by the contractor shall have no right whatsoever to claim employment or other rights from the IIMR.
15. There should be no case pending with the police against the Proprietor/Firm/Partner or the Company (Agency) and the firm should not be blacklisted. An undertaking to this effect on firm letterhead should be attached.
16. None of the employees of the contractor shall enter into any kind of private work within the campus of the IIMR Non-compliance with this provision will be deemed to be violative of the contract inviting penal action/cancellation of contract.
17. The staff employed by the contractor will not join any union of the IIMR nor shall they make any claim on service or other matter. They shall also not form any union associated with the IIMR and shall have absolutely no claim to subscribe or for election in any of the unions of the IIMR.

18. The contractor shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the IIMR / Govt. of India / any State or any Union Territory.
19. The staff (not below the age of 18 years) employed by the contractor shall have to be medically fit and kept neat and clean. The contractor shall not employ young children as prohibited under the law/rules/regulations. A record of this will be maintained by the Contractor.
24. **Interpretation:** All the terms and conditions of contract shall be read in conjunction with all other documents forming part of this contract. Notwithstanding the subdivisions of the documents into these separate sections, every part of which shall be deemed to be supplementary to and complimentary of every part and shall be read with and into the contract.
25. In addition to the prescribed manpower, whenever required, contractor has to provide additional manpower and/or equipment at the rates quoted in the tender.
26. **Validity:** The quoted rates must be valid for a period for 90 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.
27. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.
28. Anyone or more the following action / commission / omission are likely to cause summary rejection of tender: Any BID/EMD received late without conclusive proof that it was delivered before the specified closing time. Any conditional bid or bid offering rebate. Any bid in which rates have not been quoted in accordance with specified formats / details as specified in the Bid Documents. Any effort by a bidder to influence the IIMR in the bid evaluation, bid comparison or contract award decision.
29. Authority of person signing document: A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, IIMR may without prejudice to other civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
31. **Access to SITE:** The contractor shall allow unhindered access to the Institute and/or any other party or person, engaged by the Institute to work at the same site and/or to check/regulate/watch/guard/measure/inspect, solely or jointly with the contractor.
32. **Safety and Security:** Contractor shall abide by the safety code provisions as per safety code framed from time to time by the government.

33. **Work at Risk and Cost:** The institute reserves the right to get the whole or part of the work executed by some other agency at the risk and cost of the contractor if it is found that the quality and/or the progress in respect of whole or part of the work is not satisfactory.
34. **Payment of Bills:** The payment for services under this agreement shall be made on monthly basis on satisfactory completion of job contract services, through NEFT/RTGS/IMPS (online transfer) to their account. GST (if applicable) will be paid extra as per actual at the time of billing. The final payment shall, however, be made only after adjusting all the dues / claims of the IIMR. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source.
35. **FORCE MAJURE:** If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any floods, explosions, epidemics, quarantine restriction or act of God (hereinafter referred to as events), provided notice of happenings of any such eventuality is given by either party to the other within 7 days from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance. The operation of contract shall be resumed as soon as practicable after such event may come to an end or cease to exist and the decision of the IIMR as to whether the operation have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or in part of any obligation under his contract is prevented or delayed by reason of any such event for a period exceeding 90 days either party may at his option terminate the contract. Provided, also that if the contract is terminated under this clause, the IIMR shall be at liberty to take over from the Security Agency, the security personnel, vehicles & equipment deployed in the campus until a new security agency is appointed and commences the operation.
36. IIMR reserves the right to reject all or any tender in whole, or in part, without assigning any reasons thereof.
37. IIMR reserves the right to withdraw/relax/modify any of the terms and conditions mentioned in the tender document if it felt necessary in the benefit of the Institute.
38. The decision of the Director of IIMR will be final in all respect and will be acceptable to all the tenderers.
39. **Jurisdiction:** All matters and disputes arising out of this agreement will be subject to the jurisdiction of the courts located at Raipur only


Sd/-
Chief Administrative Officer

Annexure-III

Eligibility Criteria

Only those agencies that meet the following minimum criteria shall be considered for opening of the financial bid

1. **Work Experience:** Experience of having successfully completed similar types of work in Academic Institution/ Hospitals/ Industrial establishments/ PSUs/ Govt/ State-Govt./ Institute of National Importance during the last 7 years ending 31.03.2026 as under:

One similar work of value not less than ₹ 24.00 Lakhs (Annual contract value or Avg. billing value per year).

Or

Two similar works (same/different organization) each of value not less than ₹ 18.00 Lakhs (Annual contract value or Avg. billing value per year).

Or

Three similar works (same/different organization) each of value not less than ₹ 12.00 Lakhs (Annual contract value or Avg. billing value per year).

Definition of Similar Work: Supply of vehicles on rental basis.

Note:

- a) Performance/Experience Certificates must clearly indicate the annual value of the contract. In case the annual contract value is not specified in the certificate, supporting documentary proof (such as annual payment ledger of client, certified statements of client, invoices etc.) must be submitted. Bidders failing to submit Performance/Experience Certificates shall not qualify in the technical evaluation.
- b) Services provided at the school level shall not be considered.
- c) Experience in providing services to proprietorship firms, individual contractors, or similar entities shall not be considered.
- d) Please attach a copy of the experience / performance certificate as per **Annexure-A**, clearly indicating the following details: Period of contract, value of contract, nature of work etc.

2. The agency / firm should be the sole proprietors or registered firm /company or registered travel agency or registered tour operator under the company / shop Act. Registration of the firm should be in the **Raipur district**. Appropriate document / certificate should be enclosed online in technical bid part to support this along with the format given below.

Sl	Type of service	Registration No	validity	Copy of document Attached (Yes/No)

- The agency shall submit the original EMD and tender fee in a sealed envelope super scribing this tender name & the name of the agency and must reach at IIMR before the last date & time for receipt of Bid. Photocopy of the same EMD and tender fee should be enclosed online in technical bid part to support this along with the format given below.

Sl	Type of Fee	Details
1	Earnest Money Deposit (EMD)	DD No. _____ of 1,50,000 /- (Rupees one lakh fifty thousand only) of _____ Dated _____ drawn on _____ Bank _____ Branch _____

- DD will be made in favor of “Indian Institute of Management Raipur” payable at Raipur.
 - Tender Fee and EMD will be exempted for NSIC / MSME Agency/Vendor.
- The average annual turnover of the firm in the last three consecutive financial years as of 31.03.2025 (For FY 2022-23,2023-24 and 2024-25) shall be a minimum of Rs 50 lakhs. Please attach the Chartered Accountant’s certificate with a valid UDIN / Audited balance sheet along with **Annexure-B**.
 - The bidder must be a profit-making organization in any two years out of the last three consecutive financial years as on 31.03.2025 (For Financial Year 2022-23, 2023-24, 2024-25). Please attach the Chartered Accountant’s certificate with a valid UDIN / Audited balance sheet along with **Annexure-B**.
 - The bidder should not have any pending cases under the GST Act/Rules. In this regard, a certificate duly issued by their **Auditor/ Chartered Accountant, bearing a valid UDIN**, must be uploaded online as part of the Technical Bid. **Attached CA certified copy as per Annexure-C**.
 - The agency should not be blacklisted by any Government agency. An undertaking on agency letterhead should be attached as per **Annexure-D**.
 - The Tender Acceptance Letter must be submitted as a token of acceptance of the terms and conditions of the tender, failing which the bid may be liable for rejection. Additionally, an undertaking on the agency’s letterhead, as per Annexure–E, shall be enclosed.
 - Bidders / agencies are requested to submit details of the number of vehicles under their ownership for the purpose of technical score evaluation.

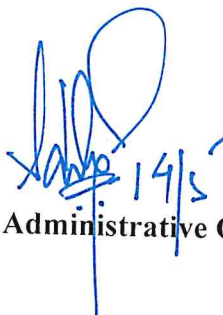
Note for exemption / relaxation in eligibility criteria: -

As per procurement committee meeting dated 30.01.2024 and subsequent approval received from Competent authority “No relaxation will be given for Startups and MSME in public procurement on prior experience and turn over criteria” as IIM Raipur

is being 'Institute of national importance' and the quality of product and services are our prime concern. However, exemption from submission of Earnest Money Deposit (EMD) shall be granted to eligible MSME/NSIC service providers, subject to submission of valid documentary proof.

Note: Bidder must upload online through CPP portal the necessary supporting documents as proof in respect of the eligibility criteria mentioned above in technical bid.

The Institute reserves the right to accept or reject any or all the tenders without assigning any reason.


Sd/
Chief Administrative Officer

Bid Evaluation

For the purpose of selection of the bidder, a two bid system evaluation process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial Bid. Evaluation will be done strictly on Eligibility Criteria and Technical Specification as mentioned in this tender.

The Technical Evaluation Committee constituted by the IIM Raipur shall verify the particulars furnished by the bidder independently and shall examine the bids to confirm that all documents pertaining to the Eligibility Criteria and Technical Criteria have been provided and shall ascertain the completeness of each document submitted. If any of these documents or information is missing, IIM Raipur reserves the right to call upon the missing documents/ Clarification on the submitted documents from the Bidders or reject the bid on account of unresponsive bid and the rejected bids will be ignored for further evaluation purpose.

Only those bidders who fulfil the minimum eligibility criteria to participate in this bid will be considered for the further evaluation purpose i.e., Technical Scores Evaluation.

30% of weightage will be awarded for technical evaluation and 70% weightage will be awarded for financial evaluation.

**Technical Scores Evaluation
(30 Marks)**

Sr. No.	Criteria	Maximum Marks
1.	<p>Average Financial Turnover in the last 3 years, as per eligibility criteria sr.no.04 of tender document.</p> <ul style="list-style-type: none"> • Rs.50.00 Lakh to Rs.1.00 Cr= 2.5 Marks • Rs. 1.00 Cr to Rs.5.00 Cr = 5 Marks • Above Rs. 5.00 Cr to 10.00 Cr = 7.5 Marks • Above Rs. 10.00= 10 Marks 	10
2.	<p>Number of vehicles under self /proprietor ownership / agency ownership. (The bidder shall furnish details of vehicles under its ownership or agency ownership, which shall be considered for evaluation).</p> <ul style="list-style-type: none"> • Less than 02 = 2.5 Marks • 02 to 03 = 5 Marks • 04 to 05 = 7.5 Marks • Above 05 = 10 Marks 	10
3.	<p>Experience of having successfully completed similar types of work in Academic Institution/ Hospitals/ Industrial establishments/ PSUs/ Govt/ State-Govt./ Institute of National Importance during the last 7 years ending 31.03.2026:</p> <ul style="list-style-type: none"> • Less than 02 = 2.5 Marks • 02 to 03 = 5 Marks • 04 to 05 = 7.5 Marks • Above 05 = 10 Marks 	10
Total		30

Note: Technical scores/marks shall be awarded based on the documents submitted by the bidder as part of the technical bid.

Financial Bid Evaluation

A. Weightage for Financial Components

The financial bid shall be evaluated category-wise with the following weightages:

Category	Particulars	Weightage (%)
A.	Ambulance- Regular basis (Monthly)	30
B.	Vehicles on requirement basis- (Full day rates)	40
	Sub-weightage under Category B:	a) 40 % for sedan vehicle AC (full day rates) b) 30 % for Ertiga AC (full day rates) c) 30 % for Innova Crysta AC (full day rates).
C.	Buses on requirement basis (Sum of full-day rates)	25
	Sub-weightage under Category C:	a) 70 % for 50-seater bus (full day rates) b) 30 % for 30-seater bus (full day rates).
D.	Additional Driver requirement basis (full day rate)	05
		100

B. Calculation of Weighted Financial Price

The rates quoted by the bidders under each category shall be multiplied by the respective weightage to arrive at a Weighted Financial Price.

Illustrative Example (Rates Quoted in Rs.)

Sr. No.	Category	Bidder X	Bidder Y	Bidder Z
		Total (In Rs.)	Total (In Rs.)	Total (In Rs.)
1	Category-A (Monthly)	700.00	900.00	650.00
2	Category-B Sedan vehicle AC (full day rates)	180.00	250.00	150.00
	Category-B Ertiga AC (full day rates)	250.00	200.00	150.00
	Category-B Innova Crysta AC (full day rates)	300.00	350.00	250.00
3	Category-C (Sum of full day rates of all line items of 50-seater bus)	350.00	450.00	300.00
	Category-C (Sum of full day rates of all line items of 30-seater bus)	250.00	350.00	200.00
4	Category-D (full day rate)	180.00	125.00	150.00

Weighted Financial Price					
Sr. No.	Category	Weightage (%)	Bidder X	Bidder Y	Bidder Z
1	Category-A(Monthly)	30	210.00	270.00	195.00
2	Category-B Sedan vehicle AC (full day rates)	40	$(180 \times 40\%) \times 40\%$ = 28.80	$(250 \times 40\%) \times 40\%$ = 40.00	$(150 \times 40\%) \times 40\%$ = 24.00
	Category-B Ertiga AC (full day rates)		$(250 \times 30\%) \times 40\%$ = 30.00	$(200 \times 30\%) \times 40\%$ = 24.00	$(150 \times 30\%) \times 40\%$ = 18.00
	Category-B Innova Crysta AC (full day rates)		$(300 \times 30\%) \times 40\%$ = 36.00	$(350 \times 30\%) \times 40\%$ = 42.00	$(250 \times 30\%) \times 40\%$ = 30.00
3	Category-C (Sum of full day rates of all line items of 50-seater bus)	25	$(350 \times 70\%) \times 25\%$ = 61.25	$(450 \times 70\%) \times 25\%$ = 78.75	$(300 \times 70\%) \times 25\%$ = 52.50
	Category-C (Sum of full day rates of all line items of 30-seater bus)		$(250 \times 30\%) \times 25\%$ = 18.75	$(350 \times 30\%) \times 25\%$ = 26.25	$(200 \times 70\%) \times 25\%$ = 15.00
4	Category-D (full day rate)	05	9.00	6.25	7.50
Total Weighted Price			393.80	487.25	342.00

C. Normalization of Financial Scores

The financial score shall be normalized using the following formula:

$$\text{Normalize Financial Bid Score} = \frac{(\text{Lowest Weighted Financial Price}) * 10}{\text{Weighted Financial Price of the Bidder}}$$

The above formula can be explained as below.

Name of the Party	Total Weighted Price
X	393.80
Y	487.25
Z	342.00

The normalized score would be as follows:

Party	Score
X	8.68
Y	7.02
Z	10.00

Example-Normalization Calculation: $(342.00 * 10) / 487.25 = 7.02$

It may be noted that lower the price, higher the score.

D. Financial Score out of 70 Marks

Party	Normalized Score	Weightage	Total Score out of 70= (Weightage * Score) 10
X	8.68	70	60.76
Y	7.02	70	49.14
Z	10.00	70	70.00

E. Composite Score (Technical + Financial)

S.No.	Particulars	Total Score
01	Technical Score Out of 100 marks	30
02	Financial Bid	70
	Total Score	100

Note: Successful Bidder will be the one who has maximum score in **above table formula.**

Annexure – IV

Agency Details

I. Details of Tenderer		
<u>Sr.</u>	<u>Particulars</u>	<u>Details</u>
1	Name of Tendering Agency	
2	Name of the Proprietor/ Director/ Partner	
3	Full Address of registered office with pin code	
4	Mobile number of two top officials with name and designation	
5	E-mail ID of the two top officials with name	
6	Website of the agency, if any	
7	Name and designation of authorized person with mobile number (authorization letter to be enclosed)	
II. Registration and Other Statutory document details:		
1	Name of the agency (Individual/ Proprietor/ Pvt. Ltd./ Ltd Company etc.) and Month & Year of the Establishment (attach self- attested copy)	
2	Permanent Account Number	
3	GST Registration Number	

4	Number of vehicles under self-ownership/agency ownership.	
5	Bank Account Details	

Certified that all above information's are correct to the best of my/our information, knowledge and belief. All the attached relevant documents are duly signed, sealed and serially numbered.

Place:

Date:

(Signature of the bidder with seal)

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of

documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 9) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Annexure-VII

NUMBER OF YEARS FROM ESTABLISHMENT

Name of firm	Date of Establishment/ Incorporation	Number of Years as on 31.03.2026	Remarks	Remarks

Currently the firm is in the same business (Yes/No): _____

Authorized Signatory

Name:

Designation:

Date:

Place:

Annexure-A

WORK EXPERIENCE (As per tender eligibility clause)

Sn no	Name of the Client	Order No./ agreement date/ Experience or performance certificate etc.	AMOUNT (Yearly)	Remarks
				Enclose copies of experience / performance certificates as per eligibility criteria sr.no. 1

Authorized Signatory

Name:

Designation:

Date:

Place:

Annexure-B

AVERAGE ANNUAL TURNOVER

The bidders average annual turnover during the last three consecutive financial years i.e. 2022-23, 2023-24 and 2024-25, should not be less than Rs.5 Crores (Rupees five crores only)

Financial Year	CA Certificate with UDIN (Yes/No)	Annual Turnover (Figure in Rs.)	Profit Margin before tax	Remarks
2022-23				Certificate issued by a Practitioner Chartered Accountant with UDIN should be submitted with this Annexure
2023-24				
2024-25				
Avg. Annual Turn Over				

Authorized Signatory

Name:

Designation:

Date:

Place:

Annexure –C
Clear Track Record under GST Act

To,
Director,
IIM Raipur

Ref: Tender/EOI number & date.....

I/We, (Name of Auditor /

Chartered Accountant / CA Firm), having our office at

....., hereby certify that,

M/s (Name of the Bidder

/ Agency / Proprietor), bearing GSTIN,

does **not have any pending cases / proceedings** under the **GST Act and**

Rules as on the date of issuance of this certificate.

This certificate is issued at the request of the above-mentioned bidder for submission to IIM Raipur in connection with the tender/EOI process.

Place:

Date:

Seal and signature of Statutory Auditor / Chartered Accountant

Name:

Membership-No.:

Firm Registration No. (if applicable):

UDIN No.: _____

Note:

Without the seal and signature of the Statutory Auditor / Chartered Accountant along with a valid UDIN, this certificate shall be treated as null and void.

Annexure-D

NON-BLACKLISTING DECLARATION (To be submitted on Letter Head of tenderer along with Technical Bid)

To,
Director,
IIM Raipur

Date:

Ref: Tender/EOI number & date.....

Subject: Declaration for non-blacklisting

Dear Sir,

I/ We hereby declare that I/we have not been blacklisted by any Similar Institutions/
Central/ State Government / Public Sector Undertaking/ any Regulatory Authorities
in India or any other country in the world during last 5 years.

I / We further understand that if this declaration is found to be **false or misleading**,
the bid shall be liable for rejection and the contract, if awarded, may be terminated
without prejudice to any other action as deemed fit by the competent authority.

Yours Faithfully,

(Signature & Name of the Tenderer, with Official Seal)

Annexure – E

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

To,
Director
IIM Raipur

Date :

UNDERTAKING BY THE TENDERER(S) (Acceptance of tender terms and Conditions)

Name of Work/ Service/ EOI/ Tender No.: _____

We confirm that we have quoted the rates in the tender considering Inter-alia the:

1. Tender Document(s)
2. Additional Document(s) (if any)
3. BOQ Document (Price Bid Format)
4. Corrigendum (if any)
5. Prebid Meeting Minutes (if any)

We _____ (Name of the Tenderer) hereby certify that we have fully read and thoroughly understood the tender requirements and accept all terms and conditions of the tender including all corrigendum/addendum issued, if any. Our offer is in confirmation to all the terms and conditions of the tender including all corrigendum/addendum, if any and minutes of the pre-bid meeting. In the event our offer is found acceptable, and contract is awarded to us, the complete tender document shall be considered for constitution of Contract Agreement. SIGNED FOR AND ON BEHALF OF TENDERER(S) Name of Tenderer(s) Date: Place: Seal & Signature of Tenderer.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

PART-II: FINANCIAL BID (FORMAT)
(To be filled online in cpp portal)

A. Ambulance (Qty-01)- Regular basis with drivers, fuel (petrol/diesel), proper seat covers, cleanliness (including use of perfumes/air fresheners), driver uniform, identity cards, valid insurance, necessary equipment, and ensure complete operational readiness at all times.

Sr. No	Category	One-month Rental 24x7 (Up to 2500 km)	Rate per extra Km
1.	C-Type Basic Life Support (BLS) Ambulance (24x7) with Driver – Maruti Eeco / Eeco Sport or equivalent model (AC) (Detailed scope of work is provided in Appendix “A”)		

B. Vehicles on requirement basis with drivers, fuel (petrol/diesel), proper seat covers, cleanliness (including use of perfumes/air fresheners), driver uniform, identity cards, valid insurance, necessary equipment, and ensure complete operational readiness at all times.

Sr. No	Category	Half day rate (50 km or 06 hrs)	Full day rate (100 km or 09 hrs)	One-month rate -Up to 2500 km or 09 hrs per day	Rate per extra Km	Rate per extra hours	One side Ride (IIM to Railway station or Railway to IIM Raipur)	One side Ride (IIM to Airport or Airport to IIM Raipur)	One side Ride (IIM to New bus stand or Bus stand to IIM Raipur)
1.	Sedan Type AC (Swift Dezire/ Hyundai Xcent / Ford Figo Aspire / Honda Amaze / Volkswagen Ameo / Mahindra Verito / Toyota Etios/ Verna / Honda City or equivalent								
2.	Ertiga AC								
3.	Toyota Innova AC-Crysta								

C. Buses on requirement basis with drivers, fuel (petrol/diesel), proper seat covers, cleanliness (including use of perfumes/air fresheners), driver uniform, identity cards, valid insurance, necessary equipment, and ensure complete operational readiness at all times.

Sr. No	Category	Half day rate (50 km or 06 hrs)	Full day rate (100 km or 09 hrs)	*One-month rate -Up to 2500 km (Rate per extra hours will not be applicable, however extra Km will be applicable after 2500 km)	Rate per extra Km	Rate per extra hours
1.	50-Seater Bus AC					
2.	50-Seater Bus non-AC					
3.	30-Seater Bus AC					
4.	30-Seater Bus non-AC					
5.	15-seater tempo traveler / winger bus (AC)					
6.	15-seater tempo traveler / winger bus (non-AC)					

D. Driver (Optional Type, if required)					
Sr. No	Category	Half Day Rate (06 Hrs)	Full Day Rate (09 Hrs)	Rate per extra hours	Night Halt Charges
1.	Trained Driver having valid driving license (Validity of license should be more than 1 year from date of engagement).				

Notes:

1. All rates must be filled by the bidder (incomplete bid will be summarily rejected).
2. GST will be paid extra as per actual at the time of billing.
3. All terms & conditions will remain the same as per tender documents.

Place :

(Signature of the bidder with seal)

Date :

Weightage for Financial Components

The financial bid shall be evaluated category-wise with the following weightages:

Category	Particulars	Weightage (%)
A.	Ambulance- Regular basis (Monthly)	30
B.	Vehicles on requirement basis- (Full day rates)	40
	Sub-weightage under Category B:	d) 40 % for sedan vehicle AC (full day rates) e) 30 % for Ertiga AC (full day rates) f) 30 % for Innova Crysta AC (full day rates).
C.	Buses on requirement basis (Sum of full-day rates)	25
	Sub-weightage under Category C:	c) 70 % for 50-seater bus (full day rates) d) 30 % for 30-seater bus (full day rates).
D.	Additional Driver requirement basis (full day rate)	05
		100