

भारत सरकार/GOVERNMENT OF INDIA
अंतरिक्ष विभाग/DEPARTMENT OF SPACE

क्रय यूनिट-III/PURCHASE UNIT-III
विक्रम साराभाई अंतरिक्ष केंद्र/VIKRAM SARABHAI SPACE CENTRE
तिरुवनंतपुरम/THIRUVANANTHAPURAM – 695 022

विज्ञा. सं. वीएसएससी/एसपीआरई-क्रय/20/4 दि. 12/06/2023

ADVT. NO. VSSC/SPRE-PUR/20/4 DT. 12/06/2023

भारत के राष्ट्रपति के लिए तथा उनकी ओर से वरिष्ठ प्रधान, क्रय एवं भंडार, विक्रम साराभाई अंतरिक्ष केंद्र (वीएसएससी), तिरुवनंतपुरम, निम्नलिखित के लिए ई-प्रापण के माध्यम से (क्रम सं. 1 के लिए) निविदाएं आमंत्रित करता है: -

For & on behalf of the President of India, the Sr. Head Purchase & Stores, Vikram Sarabhai Space Centre (VSSC), Thiruvananthapuram invites Public Tender (for Sl. No. 1) for the following :-

क्रम सं. Sl. No	निविदा सं. Tender No.	वर्णन / Description	अवधि Period	निविदा शुल्क Tender Fee
1	VSSC/PURCHASE UNIT III (SPRE)/APEP/202300041401 [लोक निविदा - एक भाग/ PUBLIC TENDER- SINGLE PART]	"दो वर्षों की अवधि के लिए सामान्य शिफ्ट के एपीईपी स्टाफ के लिए परिवहन सुविधा प्रदान करने हेतु निविदा" "Providing Transport Facility to APEP staff in general shift for a period of Two Years (7 Seated Vehicle: 2 Nos.)"	दो वर्ष/ 2 years	Rs. 560/-

क्रम सं. Sl. No.	बोली प्रस्तुत करने की समय-सीमा Time limit for submission of Bid	बोली खोलने की तिथि Bid Opening date
1.	दिनांक 27/07/2023 [10:00 बजे तक]	दिनांक 27/07/2023 [10:01 बजे]

क्रम सं. 01 के लिए, ब्यौरे इसरो वेबसाइट: www.vssc.gov.in / www.isro.gov.in पर उपलब्ध हैं।

For Sl. No. 01., details are available on our websites : www.vssc.gov.in / www.isro.gov.in only.

शुद्धिपत्र, यदि कोई हो तो, हमारे वेबसाइट www.vssc.gov.in / www.isro.gov.in में मात्र प्रकाशित किया जाएगा।

Corrigendum, if any will be published in our websites : www.vssc.gov.in / www.isro.gov.in only.

हस्ताक्षरित/Sd/-

वरि. प्रधान, क्रय एवं भंडार / Sr. Head, Purchase & Stores

भारत सरकार
अंतरिक्ष विभाग (अं.वि.)
विक्रम साराभाई अन्तरिक्ष केन्द्र
तिरुवनन्तपुरम -695022
क्रय एवं भंडार



GOVERNMENT OF INDIA
DEPARTMENT OF SPACE (DOS)
VIKRAM SARABHAI SPACE CENTRE
THIRUVANANTHAPURAM 695022
PURCHASE UNIT-III, PRSO, RFF AREA
Ph No. 0471-2563775, 3609, 3617 Fax. 0471-2562105
e-mail : spso_prso@vssc.gov.in

निविदा आमंत्रण
INVITATION TO TENDER

मैसर्स
M/s

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हमारी संदर्भ सं

Our Ref. No. A510 2023-000414-01

निविदा अंतिम तिथि

Tender Due at 10:00 hrs IST on 27/07/2023

महोदय

Dear Sirs,

कृपया निम्नलिखित मदों की आपूर्ति के लिए अनुलग्नक (फार्म सं. संलग्न) में उल्लिखित निबंधन एवं शर्तों के अनुसार संलग्न निविदा प्रपत्र में वर्णनात्मक सूचीपत्र/पैम्फलेट/साहित्य सहित हमारी संदर्भ सं. एवं अंतिम तिथि (मोटे अक्षरों में) ऊपर लिखते हुए अपनी मुहरबंद निविदा प्रस्तुत करें।

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues /pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No. null)

क्र.सं. Sl. No.	विनिर्देशों सहित मद का विवरण Description of items with Specifications	इकाई Unit	मात्रा Quantity
1	Providing transport facility to APEP staff in general shift for a period of 2 years, (Scope of Work, Terms & conditions as per Annexure I, II & III)	0	0
2	Route No. I - Journey from Medical Trust Hospital Jn. to APEP and back (07 seated vehicle)	days	528
3	Route No. II - Journey from North Paravur to APEP and back (07 seated vehicle)	days	528

सुपुर्दगी स्थल

Delivery At APEP, Aluva

प्रेषण की विधि

Mode of Despatch ON SITE

शुल्क छूट

Duty Exemptions

विशेष अनुदेश

Special Instructions NIL

विशेष निबंधन

Specific Terms

निविदाकारों को अनुदेश

Instructions to Tenderers

(1) Rate for 10 Seated Vehicle shall also to be quoted along with rate for 7 Seated Vehicle in Annexure I.

Annexure I

Tender for Providing Transport facility to APEP Staff in general shift for Two years from the date of contract with a provision to review the rates based on price variation formula.

Route No. I - Journey from Medical Trust Hospital Jn. to APEP and back			
Vehicle type	Qty	Rate (Rs.)	Total Amt (Rs.)
07 seated vehicle	528 days		
10 seated vehicle	528 days		
Route No. II - Journey from North Paravur to APEP and back			
Vehicle Type	Qty	Rate (Rs.)	Total Amt (Rs.)
07 seated vehicle	528 days		
10 seated vehicle	528 days		

Terms and conditions

I Scope of Work

Route No. I – Ernakulam

- i. Pick up of APEP staff from Medical Trust Hospital Jn.
Kacherypady-Kaloor Bus Stand-
Palarivattom-Edappally-Kalamassery-Puthiya Road jn.-
Companypady-Karothukuzhy -APEP 07.40 AM
- ii. Dropping of APEP staff from APEP- Karothukuzhy- Companypady -
Puthiya Road jn.-Kalamassery - Edappally - Palarivattom -
Kaloor Bus stand – Kacherypady- Medical Trust Hospital Jn. 05.15 PM
(Quote for 07 seated & 10 seated vehicle to be provided separately)
(approx . Distance 33 km one way)

Route No. II - Paravur

- i. Pick up of APEP staff from Paravur Muncipal Jn. – Aalu – Vedimara –
UC College - Bank Jn.- Railway Station -APEP 07.50 AM
- ii. Dropping of APEP staff from APEP - Railway station – Bank Junction
UC College – Vedimara-Aalu-Paravur Municipal Jn. 05.15 PM
(Quote for 07 seated & 10 seated vehicle to be provided separately)
(approx. Distance 25 km one way)

II Terms & Conditions

- 1. Addition/Deletion of boarding points in between routes will be informed by the department as and when required. However, pro-rata shall only be given if the distance is changed due to addition/deletion of boarding points.
- 2. The Service Provider has to provide 07 seated vehicle during the contract period. However, the service provider is liable to provide 10 seated vehicle as per requirement. Rate for providing 10 seated vehicle is also to be quoted along with rate for providing 7 seated vehicle.
- 3. The vehicle and driver required for the work should be arranged by the contractor.
- 4. The driver of the vehicle should have a valid driving license with badge, uniform.
- 5. The vehicle should be in good condition and having good cushion seats with push back and arm rest. The model of the vehicle supplied should not be earlier than 2020 with up to date insurance coverage and tax remittance. Side face

seating vehicle is not allowed. Vehicle should have good upholstery work acceptable to ISRO.

6. The vehicle shall always be neat, clean and tidy.
7. The Pick-up and dropping timings should be adhered to strictly.
8. The trips should be run on all working days (list of holidays for office will be provided by Department).
9. In case of accidents, APEP will not be responsible in any manner, whatsoever for the employees of the contractor.
10. In case of breakdown, alternative vehicle (similar type) should be arranged by the contractor immediately without affecting shift timings.
11. The repair of the vehicle is the responsibility of the contractor. Alternative vehicle shall be arranged by the contractor during the period of repair.
12. The vehicles for return trips should report at Plant at 16.45 hrs every day.
13. APEP/VSSC reserves the right to terminate the contract at any time without assigning any reason whatsoever.
14. The vehicles shall display a board significantly, reading 'ON CONTRACT TO GOVT OF INDIA'
15. The Contractor has to register with Central Excise Department and obtain Service registration number for paying Service Tax.
16. The contract will be initially valid for 2 years from the date of contract with a provision to review the rates whenever there is an increase/decrease in diesel price for 5% or above and based on the base price of Diesel as on the date of tender opening.
17. Price Variation Formula fixed for reviewing the prices, if required.

$$\text{Updated Price} = \text{PR} + \frac{\text{PR} (\text{D1}-\text{D0})}{(2 \times \text{D0})}$$

Where,

PR = The rate per day as per the Contract

D0 = Diesel Price per liter as on the date of opening of Tender

D1 = Diesel Price per liter at every quarter starting from xx/xx/2023 onwards whenever there is an increase/decrease in the diesel price for 5% or above.

Note: You shall submit a statement showing the retail selling price of Diesel as on the date of tender opening and as on the start of every quarter, ie. on 1st January, 1st April, 1st July and 1st October during the contract period.

The base price will be the Diesel Price per liter as on the date of tender opening.

First Review will be on XX/XX/2023, only if there is an increase/decrease in the diesel price for 5% or above and subsequent review of rates shall be every quarter. [The rate (PR) shall be fixed and constant for a period of Two years.]

18. The Contractor shall submit the monthly bills to Accounts Section, APEP/VSSC, Erumathala Post, Aluva – 683 112. Payment shall be released within 30 days after receipt of Bill, duly certified by the Contact Person and approved by General Manager, APEP along with the copy of log book written on daily basis.
19. The Contractor shall guarantee faithful execution of the contract, successful and satisfactory performance of the Contract. As a performance security, the Contractor shall furnish Security Deposit in the form of a Bank Guarantee/Fixed Deposit Receipt, equivalent to 3% of the order value in Rs.200/- Non-judicial stamp paper from a Nationalised/Scheduled Bank valid till the completion of the Work order satisfactorily & with a claim period of 6 months. The security deposit will not carry any interest and shall be returned to the Contractor after fulfilling the contractual obligation. In case of non-performance of Order the security deposit will be forfeited.
20. The Contractor is responsible for any willful misconduct or gross negligence of Contractor's personnels in the execution of work, which results in any damage to APEP properties or personal injuries, under this order. All the expenses, loss or damage to APEP and/or any officer, employee or assignees has to be borne by the Contractor. The Contractor shall, at his expense, defend any suit or proceedings brought against APEP on account thereof, and shall satisfy all judgment and all expenses, which may be incurred by or rendered against them, or any of them, in connection therewith. APEP shall have no liability to the contractor, its officers, employees or assignees for any damages to Contractor's Property or personnel injury to any of their employees if any compensation while on the premises at APEP, unless such damages or personnel injury arise out of willful misconduct or gross negligence of APEP, its Officers, employees or assignees.
21. Income Tax, if applicable, shall be recovered while making the payment for which Accounts Officer, APEP will issue necessary IT certificate.
22. The driver deployed by the Contractor at APEP for undertaking the job, should submit antecedent/Police Verification Certificate to Contact Person. The Contractor's personnel shall be at their best behavior while at APEP premises and shall not indulge in nefarious activities. In case of any misbehavior/discourteous behavior they shall be immediately replaced.
23. Contact Person: Admn Officer, APEP; (Ph # 0484- 2583575)

COMMERCIAL CONDITIONS

1. **PAYMENT:** As per **clause No. 18** of Annexure-II.
2. Please keep and confirm the offer validity minimum 180 days from the date of opening of tender.
3. **Please send the quotations ONLY in 'SEALED COVER' indicating our Tender Enquiry No. and Due Date by speed post so as to reach us on or before the due date and time. The cover thus prepared should be sent to the following address so as to reach us on or before the due date and time specified in the tender form:**

Sr. Purchase and Stores Officer,
Purchase Unit-III, SPRE Purchase,
RFF Area,
Vikram Sarabhai Space Centre,
ISRO-PO,
Trivandrum-695 022

VSSC will not be responsible for any postal delays. Email/fax quotations 'WILL NOT BE ACCEPTED'.

4. Basic rate and GST rate with applicable HSN Code shall be shown separately.
5. In order to avail of the benefits extended by Government of India to the Micro and Small sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General manager, District Industries Centre or NSIC or MSME Registration Certificate along with your offer.
[Note: MSME/NSIC vendors are not exempted from submission of SD].
6. VSSC has a right to cancel the tender without assigning any reason etc.
7. **LIQUIDATED DAMAGES (mandatory compliance required)::** The vehicle should be provided on all working days as per the intimation from APEP. In case vehicle is not provided on any day, the charges per day as per the contract will not be paid. In case Department has to make alternate arrangements for transportation, the additional amount required to be paid, if any, will be recovered from the bill in addition to liquidated damages @ 0.5% of the charges per day.
8. **EMD:** The vendors who are not registered with VSSC, shall submit an EMD(Earnest Money Deposit) or Bid Security in the form of DD/Banker's Cheque/Fixed Deposit Receipt for **Rs. 1,00,000/-**. The EMD of the unsuccessful vendor will be returned without any interest within 30 days from the date of finalization. Foreign vendors, registered vendors or vendors who have already applied for renewal of registration, Central PSUs/PSEs/Autonomous Bodies/MSMEs etc., shall be exempted from payment of EMD. Vendors seeking exemption from payment of EMD shall submit necessary proof like registration number (vendor code), etc. The quotation submitted by unregistered vendor without EMD will not be considered. The EMD submitted by unregistered vendors will be forfeited in the case of withdrawal of quotation or amendments in quotation or any such deviation in a later period.
9. **SECURITY DEPOSIT (mandatory compliance required):** In the event of placement of order, you should submit Security Deposit @ 3% of the order value of the PO. The Security Deposit shall be valid for a period of 60 days beyond the date of completion and acceptance of the PO/Contract. The Security Deposit will be discharged without any interest after completion and acceptance of the Contractual Obligations. In case if the contractor fails to execute the order after submission of SD, then SD shall be forfeited.
10. VSSC reserves the right of acceptance of the whole or any part of the tender or portions of the quantity offered and the tenderers shall supply the same at the rates quoted.