



भारतीय प्रबन्ध संस्थान, लखनऊ

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Prabandh Nagar, IIM Road,
Lucknow – 226 013

Website: www.iiml.ac.in

E-mail:- purchase@iiml.ac.in

NOTICE INVITING TENDER

NIT No. – IIML/PURCHASE/08/2020-21

Dated - 01/07/2020

Online E-tenders are invited in Two-Bid System (i.e. Technical Bid & Financial/Price Bid) for work mentioned below in E-mode from Bidders (Indian Nationals/ Firms only) and free view NIT is available on Govt. E-Procurement portal i.e. <https://eprocure.gov.in>. Interested agencies are requested to sign-in (new user sign-in only with DSC) online to obtain user-ID and password using Digital Signature. The Technical bid and Financial/Price Bid duly filled may be uploaded on E-Portal of Govt. E-Procurement site i.e. <https://eprocure.gov.in> using Digital Signature before the last date & time of submission upto 03:00 PM of 23/07/2020. The credentials as listed in the tender document shall be uploaded online.

S. No	Description of Works	Estimated value (Approx.) (Rs. In Lacs.)	EMD (in Rs.)	Performance Security Deposit by the successful bidder only	Last Date of Online Submission of Tender	Pre-Bid Meeting (Date, Time & Venue)	Date of opening of Tender
1	Tender for Taxi Services for IIM, Lucknow	Rs. 40,00,000/- (approx.)	Rs. 2,00,000/-	Rs. 4,00,000/-	23/07/2020 upto 03:00 PM	10/07/2020 at 11:00 AM	28/07/2020 at 03:00 PM

Those who are interested to attend the Pre-bid meeting must share their email Ids and contact numbers before 03:00 PM of 08/07/2020 on the email id : purchase@iiml.ac.in (Mentioning the subject as Pre-bid Meeting for Tender of Taxi Services).

All the bidders may attend the opening of Technical Bids and only Technically-qualified bidders will be permitted to attend the opening of Financial Bids. Date of opening of Financial bids will be updated on CPP portal. The bidders are requested to check the portal for updates. Any corrigendum / addendum will be uploaded only on the Institute website and the CPP portal.

-Sd -

The Chief Administrative Officer
Indian Institute of Management Lucknow



भारतीय प्रबन्ध संस्थान, लखनऊ

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Prabandh Nagar, IIM Road, Lucknow – 226 013

The Indian Institute of Management Lucknow is a national level educational institute set up by the Government of India. From time to time, the institute requires Taxis services for specific duty assignments. Total estimated business on hiring services of taxis is mentioned in the NIT. This estimate is in no way an assured amount of business, which would be as per actual requirements only.

Quotations are invited through e-procure portal under the standard 'Two bid Systems i.e., Technical Bid and Financial Bid' from reputed and experienced taxi operators/ bidders engaged in transport business for providing of taxi/vehicles to carry out the field and other official activities of the Institute initially for a period of ONE YEAR on Annual Rate Contract, which may be further extended for another period of 2 years (on yearly basis) on the same terms and conditions, subject to the condition that the services provided by the agency are found to be satisfactory and both IIM Lucknow and Agency/ Contractor are mutually agreed to extend the contract..

The rates are required to be quoted on the following terms and conditions;

1. The firm/Bidder should have their GST Code Number.
2. The Institute reserves the right to empanel more than one agency at a time.
3. The Firm/Bidder should provide a landline/mobile number and e-mail ID on which he or his representative can be contacted any time (24x7 Hrs).
4. All the vehicles supplied to IIM Lucknow Campus shall fully comply with vehicle fitness requirements in the State, and all provisions of the Motor Vehicles Act, 2019 and rules made there under including other instructions/requirements issued/specified from time to time. The vehicles should be in excellent condition and well-furnished and should be the latest models, not more than 3 years old (from the date of registration) on the date of entering into the rate contract and any vehicle provided to the Institute shall not be older than 6 years during the contract period or its extension, if any. The vehicles should be fitted with proper upholstery and accessories etc.
5. The Bidder shall bear all costs on account of fuel, oil, spares, comprehensive insurance, repair & maintenance etc. of the vehicles. The Institute shall not be responsible for repair and maintenance of vehicles including consumables. The Institute will not bear any other charges. The salary of Driver and other costs of the vehicles shall also be borne by the bidder. In case of vehicles fitted with CNG/LPG, only Company fitted CNG/LPG Gas kits are allowed.
6. The drivers should strictly follow all the Traffic Rules and Regulations as prescribed by the Govt. Authorities. The Institute will not be responsible for the reimbursement of any charges, charged by Govt. Authorities for violation of any traffic rules and regulations. The Institute will not be responsible for any challan, loss, damage, or accident of the vehicle or injury.
7. The driver/ staff deployed by the Bidder for driving the vehicles should hold valid commercial

driving license and be fit physically and mentally. Medical Fitness certificate for all such staff appointed pursuant to this Tender should be provided at the time of award of tender. The drivers provided should have at least 3 years of prior commercial driving experience.

8. The Bidder shall obtain adequate insurance cover for the vehicle, his staff and all bonafide passengers of the vehicle supplied pursuant to this tender. Further, the bidder shall be responsible for all injuries and accidents to such staff and bonafide passengers including such injuries and accidents which may arise or occur to his employees and/ or the bonafide passengers during the course of performance of the Bidder's obligations pursuant to this tender.
9. The vehicles sent for services should be kept neat and clean, both inside and outside. Cleanliness of vehicles must be properly maintained. In no case, the driver should be allowed to smoke while driving the vehicles. No other person except the driver shall be permitted in the vehicle while transporting the guests.
10. The contractor will ensure that all necessary documents (Registration Certificate, Valid Insurance, Permit, Pollution Control Certificate etc.) are in the personal custody of the respective driver of the vehicle.
11. No deviation shall be entertained during the course of any specific duty/tour, and agency should be able to provide all documentation, required support to car/driver on duty, replacement of car/driver as and when required in the case of unforeseen circumstances or breakdown. The duty shall have to be completed to the satisfaction of the passengers/user/guest.
12. 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 which this Institute will not pay separate charges. They should maintain contact at all times required, and report as per the requirements of the Institute. The driver should not use his mobile at the time of driving. However, if there is emergency call from Transport Section of the Institute, the driver shall seek permission of the user to stop the car and then pick the call. The driver must display a placard of user's / guest's name at the time receiving of the guest at railway station/airport/any other specified place
13. Toll tax and parking charges, GST shall be reimbursed by the Institute against the production of original documentary evidences along with the bill. In addition, charges of mineral water bottle & newspaper shall also be reimbursed by the institute, whenever such instructions are given by the Transport Section of the Institute. The driver shall inform the VIP Guest/User of the same while receiving him/her.
14. In case of accident, any compensation claims arising out of such accident shall be made by the bidder in accordance with the law, which is in force, to each, affected person or their legal heirs depending upon the merits of each individual case. All liabilities, arising out of any legal dispute, accidents, breakdown etc. shall be borne/paid by the Bidder. He would also indemnify the Institute for any loss, damage of property or life arising out of negligence of driver or poor maintenance of vehicle. The driver should always remain with the vehicle during entire period of duty. In case of any urgency, the driver may seek permission of the user /Institute.

Terms and conditions

1. Tender closing and opening time :

Those firms/bidders who are interested may download tender documents from <http://www.eprocure.gov.in> and a free view of NIT is also available on IIML website (<http://www.iiml.ac.in>) during the period from tender opening date to closing date. The Bidder has to submit an earnest money deposit (EMD) along with Technical Bid in form of Demand Draft (amount mentioned on first page)) in favor of “Indian Institute of Management Lucknow” payable at Lucknow. The details of the DD/EMD shall be uploaded on e-portal. Hard copy of same EMD (DD) only shall be sent through speed post/ registered AD/Courier to “**The Chief Administrative Officer**” IIM Lucknow, Prabhand Nagar, IIM Road, Lucknow-226013”. The EMD of unsuccessful bidders will be returned, after award of contract to the successful bidder/bidders. The EMD of the bidder shall be forfeited, if a bidder withdraws his tender during the tender validity period as specified in the tender document. Technical Bid & Financial Bid should be uploaded on e-portal. The tender document should be contained a ‘Self Declaration’, Part-A (Technical Bid) and Part-B (Financial Bid).

- (a) The last date of submission of tender document : 23/07/2020 upto 03:00 PM
- (b) Date & Time of Opening Tender at IIM Lucknow : 28/07/2020 at 03:00 PM
- (c) Date, time & venue for pre-bid meeting : 10/07/2020 at 11:00 AM

The bidders or their authorized representative may attend the bid opening. A copy of authorization is required in the case of representative. If physical meeting is not possible, the meeting may be held through Video conferencing.

2. Validity of offer :

The tender bids must be valid for a minimum period of 120 days from the date of opening of bid

3. Scope of work :

- I. The bidder shall arrange the vehicle (as per financial bid) as per the requirement of IIM Lucknow within maximum 04 hours from receiving the instruction over phone or by email from the Officer In-charge, Transport Department, IIM Lucknow.
- II. The driver should contact the Office In-charge, Transport Office, IIM Lucknow for his duties.
- III. More than one vehicle on any particular day or days can be hired as per the requirement of IIM Lucknow. IIM Lucknow may also require bulk booking during important functions of the Institute. Accordingly, the bidder has to arrange the vehicles as per the requirement.
- IV. The bidder shall arrange other classes of vehicles (Buses, Tempo/Traveler/Tata Magic etc.) as and when required.

4. Eligibility criteria

Bidders should meet the following eligibility criteria to qualify the tender:

- (i) The bidding party should be a registered firm/company. The bidder should have at least 10 (Ten) vehicles (LMV) registered as taxi in his name or firm/company’s name. Copy of the valid registration document (RC) as above should be uploaded along with the tender. All vehicles provided for the duty should have commercial license. Vehicle details such as a copy of Registration certificate/Insurance Papers, PUC, Permits etc. shall

- be given to the IIM Lucknow Campus within seven days after acceptance of work order.
- (ii) The average annual turnover of the company/firm during last 3 financial years (2016-17, 2017-18 and 2018-19) should be minimum Rs.25.00 lakh. Copy of Balance-sheet/ Certificate from CA clearly indicating the turnover from the business should be enclosed along with tender.
 - (iii) The bidder should have valid UP State commercial Permit for all taxi/vehicle issued by the Transport Authority. (Uploaded the certificate)
 - (iv) The bidder should have at least 5 years' experience as on last date for submission of this tender. The Firm shall have successfully completed the handling and operation of taxi services in reputed organizations.
 - (v) The vehicle should not be older than three years and also should not have been used for more than one lakh KMs in case of small vehicles (4+1 seater) and 2 Lakh in case of Medium Vehicles (6+1 seater) as on last date for submission of this Tender. (The bidder shall upload copy of RC and screen shot of speedometer of the vehicle.

5. PERFORMANCE SECURITY DEPOSIT:

Successful bidder has to deposit a performance security of Rs. 4,00,000/- in form of Demand Draft / FDR / PBG for the period of contract plus 2 months. The security deposit will be refunded after successful completion of contract. If the contractor/bidder fails or neglects any of his obligations under the contract, IIM Lucknow reserves the right to forfeit either whole or any part of security furnished by the contractor/bidder as penalty for such failure. The same will apply during the extension of the contract, if any.

6. PRE-BID MEETING:

If a prospective Bidder requires any clarification of the Tender Documents, the bidder shall contact the Institute in writing (Email id: purchase@iiml.ac.in) and submit its points 48 hours prior to scheduled pre-bid meeting (date, time & venue given on page-1 of the tender document). All prospective bidders may attend the Pre-bid Meeting through Video conferencing, if the Institute desires so.

7. CONTRACT PERIOD AND TERMINATION:

That the agreement /contract shall be awarded to the successful bidder and shall remain in force for a period of one year extendable for another 2 years (on yearly basis) on mutual consent of both the parties i.e. the Institute and the Contractor, on the same rate, terms and conditions. The contract can be terminated on the circumstances indicated below:

- i. If IIM, Lucknow determines to terminate the agreement for any reason whatsoever, at least one calendar month's written notice will be given to the contractor.
- ii. The contractor can also terminate the agreement by giving three months' notice to IIML.
- iii. If the contractor fails, or if neglects to render any of the said services to the satisfaction of IIM Lucknow or if the contractor commits any breach of any obligations hereunder this agreement, IIM Lucknow may terminate the contract without any notice.
- iv. If the business of the contractor is wound up or dissolved or if any receiver is appointed or attachment is levied in respect of any affairs of its properties and assets, IIM Lucknow may terminate the contract without any notice.

8. OBLIGATION OF THE BIDDER:

- i The successful bidder has to designate a dedicated person for IIM Lucknow. He/she should be in IIM Lucknow, Transport Department from 9 AM to 6 PM for 6 days in a week, who would handle institute routine bookings as a single point contact. Institute may give the booking through phone or email.

- ii The successful bidder has to provide the name of driver, contact details etc at least 03 hours prior to the scheduled pickup/drop to the user/guest through email or SMS for which institute will provide the contact number of guest/user.
- iii The successful bidder has to keep a duty slip cum feedback form (in consultation with Transport Deptt. IIML) for the user/guest. On the basis of entries on the log book (maintained by successor bidder), IIML shall release the payment on production of bill & duty slip cum feedback form. Penalty on the basis of Duty Slip Cum Feedback Form will be calculated on the basis of each poor parameter i.e. $(1800 \div \text{Number of Parameters} \div 02)$.
- iv The successful bidder should abide by all the instructions given by the institute or its representative.
- v The successful bidder shall be responsible for the drivers' food etc while on institute's duty.
- vi The successful bidder shall assure that drivers on duty possess valid Indian commercial driving license.
- vii The successful bidder should bear all the legal and other cost in case of any accident.
- viii In case of breakdown of hired taxi/vehicle, an alternative arrangement shall be made by the successful bidder immediately within one hour, failing which the user will be free to hire another vehicle from other contractor at the cost of the successful bidder. In addition to this, the successful bidder will be liable for suitable penalty.
- ix Compensation & connected expenses, whatsoever, in case of any casualty (unforeseen) shall be borne/paid by the Bidder/Bidder.
- x Vehicle should be filled with sufficient fuel.
- xi The driver of the vehicle must have all the valid documents in his possession all the times, while plying the vehicle.
- xii The vehicle should be defect free and proper hygienic condition keeping in view – COVID 19.
- xiii The driver should not be minor (less than age of 18 years), well-behaved, equipped with a mobile phone and should be available on call for the user/guest.
- xiv The driver engaged should be broadly aware of the major routes and places of Lucknow and Uttar Pradesh.
- xv Driver should be in decent dress, proper shave and haircut. Drivers should not have any criminal case (records) against him. The bidder are required to submit a Certificate in this regard. The successful bidder has to obtain police verification for all the drivers deputed to the Institute duty. The Institute may ask him a copy of police verification report, any time during the contract period.

9. OBLIGATION OF IIM LUCKNOW :

- i The Bidder shall submit the monthly bill ~~attaching~~ alongwith all the duty slip cum feedback form and a softcopy of bill/s summary sheet/s in excel/spreadsheet format to IIM Lucknow for payment within 1st week of the month. The payment would be made within 15 working days on receipt of the bill with all necessary enclosures.
- ii The estimated annual billing is mentioned on the first page of this document. However, this is not a guarantee and the billing amount may vary.

10. PENALTY:

- i In case the vendor does denies to book vehicle as per request of the Institute, a penalty of an amount equivalent to the charges payable for making alternative arrangement from open market plus Rs.2,000/- for each instance.

- ii If the vendor's driver fails to report for duty on place, date & time provided by the Institute at the time of booking, a penalty of Rs.5,000/- plus the charges payable for making alternative arrangement from open market.
- iii In case of any violation/proved complaint against Bidder, a penalty amounting to Rs.1,800/- (Rupees One Thousand Eight Hundred only) will be imposed for each event and deducted from the monthly bill.
- iv In case there is not improvement after repeated penalty, the Institute may take stringent action on the vendor, which may include termination of the contract, forfeiture of security deposit, black-listing of vendor etc.

11. GENERAL TERMS & CONDITIONS:

- i In all cases, where pickup is from IIM Lucknow or nearby (radius of 4 KMs), the 'Kilometers run' will be counted from IIML Campus (main gate) and in case drop is at a place other than the pickup point, the distance from drop point to IIM Lucknow will be added to 'Kilometer run'. This clause will not be applicable for pick-up & drop services for Airports & Railway Stations.
- ii In all cases, where pickup is from other than IIM Lucknow or nearby areas, the distance from the garage (declared by the bidder in the Technical Bid) to pick point will be added to 'Kilometer Run' and in case drop is at a place other than the pickup point, the distance from drop point to declared garage will also be added to 'Kilometer run'. This clause will not be applicable for pick-up & drop services for Airports & Railway Stations.
- iii The Indian Institute of Management, Lucknow shall have the right to issue addendum to tender document to clarify, amend, modify, supplement or delete any of the conditions clauses or items stated. Addendum so issued shall form part of original invitation to bid. Such addendum/ corrigendum shall only be uploaded on the websites, on which original tender document was uploaded.
- iv Night halt charges will be applicable from 11:00 PM to 5:00 AM.
- v When requirement of vehicles is more (10) sub-contracting to other vendors or individuals is allowed. However, the responsibility of successful execution of the awarded work/ booking would be of the successful vendor as per tender terms.
- vi The Bidder shall have no right to issue addendum to bid documents to clarify, amend, supplement or delete any of the conditions, clause or items stated therein.
- vii In case of any violation/proved complaint against Bidder, a penalty amounting to Rs.1,800/- (Rupees One Thousand Eight Hundred only) will be imposed for each event and deducted from the monthly bill.
- viii In case offer is not accepted, the bidder shall not be entitled to claim any cost charges, expenses incidental to or incurred by the Bidder through or in connection with the submission of the offer even though IIM Lucknow may elect to withdraw the invitation to bid should all invitation to bid be withdrawn or cancelled by IIML or which IIML shall have the right to do so at any time the Earnest Money paid by the Bidder/Bidder with the bids will be refunded to them in due course without interest.
- ix The Bidders are required to submit their bids only as per the format provided for that purpose attached with the bid documents as Part-A & Part-B separately. IIML shall not be responsible for rates quotes by bidders at any other place being missed out

- during bid opening. No representation in this regard shall be entertained by IIML from such Bidder/Bidder.
- x Unless otherwise specified, all rates and prices in the bid form should be mentioned both in figures as well as in words. Bids containing overwritten or revised rates are liable to be rejected. Should there be any variation between the rates indicated in figures and words, the rate quoted in words shall be considered. However, the decision to accept/reject such offer by IIML shall be final and binding on the bidder.
 - xi It shall be the bidders' responsibility to ensure that all the statutory obligations, such as those obtaining and prevailing from time to time, under the various statutory enactments, such as Minimum Wages Act, industrial Disputes Act, Workman's compensation act, Provident Fund act, ESI Scheme, contract labour (Regulation & Abolition) Act, Gratuity Act, Bonus, Child Labour Act, Trade Tax, GST are all complied with by them in full and none of their employed or any person hired by them shall have any privy with Institute.
 - xii The rates quoted and as accepted by IIM Lucknow shall remain fixed during the period of the contract in all circumstances.
 - xiii Toll, parking and Ferry charges etc. will be paid extra on actual by IIM Lucknow against documentary proof/bills only.
 - xiv The driver should be available in his vehicle all the time and should leave his vehicle only after obtaining specific permission from the user, if required.
 - xv All disputes will be subject to Lucknow Jurisdiction.
 - xvi Drunken (alcoholic) driving or misbehavior may lead to termination of the contract or penalty decided by the competent authority.

12. DISQUALIFICATION:

The proposal is liable to be disqualified in the following cases

- i Proposal not submitted in accordance with this document
- ii During validity of the period, or its extended period, if any, the bidder increases his quoted prices.
- iii Proposal is received incomplete form.
- iv Proposal is received after due date and time
- v Proposal is not accompanied by all requisite documents.
- vi Information submitted in the tender proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period, if any.
- vii If Quotation is received without EMD or MSME certificate issued to the bidder for similar services.
- viii If the bidder has been black-listed by any Government/PSU/Autonomous organization.

SELF DECLARATION OF BIDDER (BIDDER)

I/We have fully understood the 'TERMS & CONDITIONS' containing paras / points as well as Terms and Conditions specified at PART 'A' (Technical Bid) & PART 'B' (Financial Bid) with the bid documents, which are submitted herewith duly signed by me/us on all pages in token of having accepted the same in TOTO and I/We have made my/our offer keeping in view of the terms and conditions. In addition, I/we also certified that we have not been blacklisted in any Government / Semi-Government / Autonomous body / PSUs organization. All furnished information / documents are true as per my best of knowledge.

Signature of bidder/representative
With complete address

Place :

Dated :



भारतीयप्रबंधसंस्थान, लखनऊ

Indian Institute of Management Lucknow

Prabandh Nagar, IIM Road, Lucknow – 226013 (UP)

Website: www.iiml.ac.in

Tender No IIM LUCKNOW/

TECHNICAL BID -PART-A

S. No.	Description	Particulars to be furnished by the Bidder	Compliance by the Bidder (Yes/No)	Page No.
1.	Name of the firm/company with registered address (attach a attested copy of registration)			
2.	Phone, Fax, Email, Mobile and Name of Contract Person			
3.	PAN No. (attach a attested copy)			
4.	GST Registration No. (attach a attested copy)			
5	No of Vehicles (Details of minimum 10 (08 Indigo or similar and 02 Innova or similar) vehicle (Taxi) owned by bidder to be enclosed) attach a self attested photocopy of RC S.No. Model/Make Regn year Regn No. 1 2 3 4 5 6 7 8 9 10			

6	No Objection Certificate (NOC) letter no and date of issue by the RTO/District Magistrate			
7	Details of Annual income tax return of 03 years (2016-17), (2017-18) & (2018-19) – (enclose balance sheet / CA certificate)			
8	Details of EMD a) Issuing Branch and Name of Bank b) Date & No. c) Amount (Rs.)			
9	Address of Garage of the Bidder and Distance from IIM Lucknow			

I agree to have read and furnish/abide by **Notice Tender** and **GENERAL AND SPECIFIC TERMS AND CONDITIONS.**

I agree to all the terms and conditions mentioned in this Tender Document, I agree that all the information given above are true to my knowledge and belief, any false information given therein shall render me disqualified and my contract may be terminated on account of that.

Signature of bidder/representative

Place :

Dated :

PART-B
(Financial Bid)

- i. In all cases, where pickup is from IIM Lucknow or nearly (radius of 4 KMs), the ‘Kilometers run’ will be counted from IIML Campus (main gate) and in case drop is at a place other than the pickup point, the distance from drop point to IIM Lucknow will be added to ‘Kilometer run’.
- ii. In cases, where pick is from other than IIM Lucknow or nearby areas, the distance from the garage (declared by the bidder in the Technical Bid) to pick point will be added to ‘Kilometer Run’ and in case drop is at a place other than the pickup point, the distance from drop point to declared garage will also be added to ‘Kilometer run’. This clause will not be applicable for pick-up & drop services for Airports & Railway Stations.
- iii. Night Charges Time from 11:00 P.M. to 5:00 A.M.
- iv. Toll Charges, Parking charges will be paid extra as applicable, against receipts.
- v. GST, as applicable, would be paid EXTRA.
- vi. Rates should be quoted for AC vehicles only.
- vii. Comparative chart will be made purely on rate quoted by Bidder/Bidder for the distance given in below proforma. Therefore, please quote your rate accordingly.
- viii. **Indigo or similar and Innova or similar are frequently used vehicle**

Sl. No.	Details for Destination	Vehicle Name	Rate (Rs.)	Rate in Words (Rs.)
01	PICK-UP from Airport and DROP at IIM Lucknow Campus (PICK-UP & DROP - IIML near about 3 Kms. of radius from IIML, fixed charges will only be applicable)	INDIGO/ ZEST/ XCENT/TIAGO/ TIGOR/ AMAZE/ LOGAN/SWIFT DZIRE		
		HONDACITY/ ETIOS/ CIAZ/ VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/ TRAVERA/ TATA ARIA/ EARTIGA/ XYLO		
02	PICK-UP from IIM Lucknow Campus and DROP at Airport (PICK-UP & DROP - IIML near about 3 Kms. of radius from IIML, fixed charges will only be applicable)	INDIGO/ ZEST/ XCENT/TIAGO/ TIGOR/ AMAZE/ LOGAN/SWIFT DZIRE		
		/HONDA CITY/ ETIOS/ CIAZ/ VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/ TRAVERA/ TATA ARIA EARTIGA/ XYLO/		
03	PICK-UP from Railway Station and DROP at IIM Lucknow Campus (PICK-UP & DROP - IIML near about 3 Kms. of radius from IIML, fixed charges will only be applicable)	INDIGO/ ZEST/ XCENT/ TIAGO/ TIGOR/ AMAZE/ LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/ VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/ TRAVERA/ TATA ARIA/ EARTIGA/ XYLO		
04	PICK-UP from IIM Lucknow Campus and DROP at Railway Station (PICK-UP & DROP - IIML near about 3 Kms. of radius from IIML, fixed charges will only be applicable)	INDIGO/ ZEST/ XCENT/TIAGO/ TIGOR/ AMAZE/ LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/ VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/ TRAVERA/ TATA ARIA/ EARTIGA/ XYLO		

		INNOVA CRESTA		
05	Half day - 4 hours, 40 KMs (If vehicle is used for 6 hours, then it may be treated as Half Day use + 2 hours extra or for full day, whichever cost effective to the Institute)	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/ LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/ EARTIGA/ XYLO		
		INNOVA CRESTA		
		TATA MAGIC		
06	Full day - 8 hours, 80 KMs	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/ LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/ EARTIGA/ XYLO		
		INNOVA CRESTA		
		TATA MAGIC		
07	Additional charges for each extra KM	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/EARTIGA/XYLO		
		INNOVA CRESTA		
		TATA MAGIC		
08	Additional charge for each extra hour	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/EARTIGA/XYLO		
		INNOVA CRESTA		
		TATA MAGIC		
09	Outstation of station charges per Day In Outstation duty, the vehicle will be used for minimum 200 KM per day (24 hours). In case the booking exceeds 24 hours, proportionate charges will increase i.e. the rate quoted/number of hours the vehicle is used. No night charges will be applicable. If the vehicle is booked mentioning outstation duty or booked for out of duty Uttar Pradesh, then only it will be treated as outstation duty.	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/ LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/ EARTIGA/ XYLO		
		INNOVA CRESTA		
10	Outstation running charges per KM (over & above assured 200 KM)	INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/LOGAN/SWIFT DZIRE		
		HONDA CITY/ ETIOS/ CIAZ/VERNA/ SCORPIO		
		TOYOTA CORROLA		
		INNOVA/TRAVERA/TATA ARIA/EARTIGA/XYLO		
		INNOVA CRESTA		
11	<u>NIGHT CHARGES, (From 11:00 pm to 5:00 am) FOR THE FOLLOWING VEHICLES BOOKING. THIS IS NOT PAYBALE ON PICK & DROP</u>			
		INDIGO/ZEST/ XCENT/TIAGO /TIGOR/AMAZE/LOGAN/SWIFT DZIRE		

	HONDA CITY/ ETIOS/CIAZ/VERNA/ SCORPIO		
	TOYOTA CORROLA		
	INNOVA/TRAVERA/TATA ARIA/EARTIGA/XYLO		
	INNOVA CRESTA		
17	Guide Charges per day		

Place :.....

SIGNATURE OF BIDDER WITH STAMP

Dated :.....

NOTE:

1. The bidder quoting the lowest rate will be considered for empanelment. However, the Institute reserves the right to empanel more bidders on rate quoted by the Lowest bidder. In case of more than one bidders are empaneled, the mechanism to distribute the business will be developed by the Institute and that should be acceptable to all empaneled bidders.
2. In case, 2 or more bidders quote the same rate under all categories, the bidder with higher turnover will be treated as Lowest Bidder.
3. In case, a bidder has quoted the lowest rates under certain categories whereas another bidder has quoted lowest rates in certain other categories. In that case, the rates quoted under column (A) for all categories will be added together and the total addition will decide the Lowest Bidder.