

Tender Document

for

HIRING OF TAXIES ON MONTHLY AND DAILY BASIS

2016

APPLICATION FORM/TENDER DOCUMENT
(CONTAINING INSTRUCTIONS AND TERMS & CONDITIONS)



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development Govt. of India)

REGIONAL OFFICE, DELHI

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Central Board of Secondary Education

REGIONAL OFFICE— DELHI

HIRING OF PRIVATE TAXIS AND CARS- 2016-17

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Date: 21st April 2016

TENDER NOTICE

Date of Issue of Tender Document	21st April 2016
Last Date for receipt of Tender	10th May 2016 till 2.00 pm
Opening of Technical Bid	10th May 2016 till 3.00 pm
Opening of Financial Bid	10th May 2016 till 4.00 pm

1. Sealed Tenders in sealed packet under two Bid system –Technical Bid and Financial Bid are invited for rate contract from bonafide, competent and experienced Taxi Operators of good repute, with valid credentials and sound financial standing to provide professional Hiring of Taxi/Cab Services to CBSE-Regional Office Delhi (hereinafter called as CBSE-ROD) including its various operation units/sites on monthly & day to day call purpose.
2. The types of vehicles required are— Swift Dzire/Toyota Etioz, Indigo/Ascent,/ SX4/Honda City, Wagon R/Santro/EECO, Innova/Xylo, or the likes.
3. Tender documents describing the eligibility criteria, scope of work/ services and the terms & conditions for the contract can be downloaded from CBSE website **www.cbse.nic.in/tenders** from 21.04.2016 to 10.05.2016 for which a Demand Draft of Rs. 500/- in favour of “Secretary, CBSE”, payable at Delhi be enclosed with the Technical Bid.
4. An Earnest Money of Rs. 20000/- (Rupees Twenty thousand only) by way of demand draft in favour of “Secretary, CBSE”, payable at Delhi will have to be enclosed with the Technical Bid. The EMD in case of unsuccessful bidders will be refunded without interest to them within 07 working days from the date of award of the contract.
5. The Tender/Bid is to be dropped **latest by 3:00 pm on 10/05/2016** in the Tender Box kept for the purpose at the ground floor opposite Reception Counter at the CBSE-Regional Office Delhi premises at Patparganj, Delhi-92.
6. Tenders received after the prescribed time and date will not be entertained in any respect. CBSE-ROD takes no responsibility for delay, loss or non-receipt of the tender document sent by post/courier.
7. Tenders received without EMD alongwith the Technical Bid, conditional or incomplete tenders shall be rejected outrightly.
8. Financial Bids of only technically qualified bidders shall be opened by CBSE-ROD.
9. Evaluation will be done based on the parameters defined in terms and conditions of the bid.
10. The EMD of the successful bidder shall be refunded in full (without interest). However, the successful bidder shall have to deposit a security deposit of Rs. 50000/- (Rupees Fifty thousand only).
11. CBSE-ROD does not bind itself to accept the lowest rate.
12. Bids received through Fax/E-mail will not be accepted.

The Competent Authority of the Board reserves the right to reject any or all the tenders with or without assigning any reason thereof.

Sd/-
SECTION OFFICER (Admn.)
CBSE-Regional Office, Delhi
Patparganj, Delhi-92

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ANNEXURE-A

GENERAL TERMS & CONDITIONS OF CONTRACT

1. Detailed Tender Document & Tender Form with terms & conditions can be downloaded from our official website www.cbse.nic.in/publicportal/Tenders from the date of publication of this Tender, till the last date of its submission.

TENDER BIDS TO BE SUBMITTED IN TWO BID SYSTEM, superscribing:

Envelope-1 Containing Experience & Technical Competence (as per Annexure-I) along with requisite EMD to be submitted in a sealed Envelope marked as 'Technical Bid for Hiring of Private Taxis and Cars by CBSE-ROD', and

Envelope-2 The Financial offer/rates to be quoted in Annexure-II 'Financial Bid for Hiring of Private Taxis and Cars by CBSE-ROD'

Both sealed envelopes be put together in ONE COMBINED SEALED ENVELOPE superscribing:

"Tender for Hiring of Private Taxis and Cars by CBSE, Regional Office, Delhi on Monthly and per day Call basis" duly complying with the instructions contained in the Tender Document and addressed to the Regional Officer, CBSE Regional Office, Delhi, PS- 1-2, Institutional Area, I.P. Extension, Patparganj, Delhi-110092, be dropped in the Tender Box kept for the purpose at the ground floor opposite Reception Counter latest by 2:00 pm on 10/05/2016.

2. Tenders received after the prescribed time and date will not be entertained in any respect. Tenders received without EMD, conditional or incomplete tenders shall be rejected outrightly.
3. The Technical Bid of the tenders will be opened on the same day at 3.00 pm (i.e. on 10/05/2016) in the presence of the bidders who may like to be present. Financial Bid shall be opened on the same day at 4 pm in respect of only eligible Bidders whose Technical Bid shall be found to be qualified.

SERVICE POINTS & TIMINGS

1. The contractor shall be required to provide taxi's/cars/four-wheelers on monthly hire basis, as and when required by CBSE Regional Office Delhi (herein after referred to as CBSE-ROD). The Agency will be required to provide the services at a notice which in normal circumstances will be a minimum period of 12-24 hrs. However, in emergencies, vehicles may be required at shorter notice.

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2. The services shall ordinarily be required at CBSE-Regional Office, Delhi, Patparganj but may also be required at other locations within NCR where CBSE and its associated Offices, institutions are functioning including that where CBSE-ROD's Officer(s) are residing.
3. The Taxi Operators should have necessary capability, resources, competence, infrastructure and expertise to provide taxi services as per scope of works enclosed. The taxi operator should have adequate financial and technical competence and should be able to provide excellent taxi services in accordance with the terms of the Tender.

TENDER EVALUATION

1. After evaluation of the Technical/Financial Bids based on the workable L-1 rates, agency will be awarded the Letter of Acceptance (LOA) clearly placing the order for fixed monthly and day to day call basis requirements of the cars as per categories given under Annexure II (Financial Bid) within 30 days of receipt of the LOA.
2. The successful Agency will be asked to deposit a security deposit of Rs. 50000/- (Rupees Fifty thousand only) in the form of Demand Draft, drawn on any scheduled bank, within 15 days of the date of LOA.
3. The agencies will be required to declare the place of garage/stand in the Annexure-I at the time of filing of the Tender Document. Because of some reason or the other, if the Agency shifts their garage/office, after award of the contract or during the currency of the contract, no extra garage to garage/dead mileage and time will be given. Also, consequent upon shifting the garage/stand/office to another place in and outside Delhi, no incidental expenses like toll, MCD, state entry tax etc. if any, will be paid by CBSE-ROD.
4. The Agency will have to ensure that car is filled with sufficient fuel/CNG before it reports on duty of the company. The driver will not be allowed to fill fuel in the car immediately after reporting and/or during normal working hours of Office.
5. The Agency will be required to provide with each driver a petty cash of Rs. 5000/- to meet on-the-way/contingent expenses like Parking Charges, Toll Tax, MCD, State Entry Tax etc. in case of local duties and reasonable cash in case of out station duty.
6. Allocation of the fixed monthly and/or day to day car bookings will be as per the requirement of CBSE-ROD. The Agency shall have to provide fixed monthly and/or day to day call basis cars at CBSE-ROD and at the residence of Officer(s) of CBSE-ROD residing in Delhi/NCR.
7. The empanelled Agency shall ensure that the meters installed in the cars supplied to CBSE-ROD are duly sealed and are not tampered. CBSE-ROD would be free to check the correctness of the meter of the car(s) supplied. In case any tampering or violation of vehicle norm is detected, appropriate penalty will be imposed on the Agency. Additionally, the empanelled Agency would be blacklisted for a period of five years and its security deposit shall be forfeited.

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8. The cars hired on fixed monthly basis may be taken for outstation duty and if the total mileage is within prescribed kms, no extra payment will be made. If the mileage increases, it will be paid at the approved rate. However, night halt (in case required), night charges will be payable extra at the approved rates.
9. The Agency shall have to provide prompt, punctual, efficient, safe, courteous and qualitative services through equally well-mannered drivers on fixed monthly basis and/or on day- to- day basis for its offices and officials working/residing in Delhi/NCR round the year, including Sundays and holidays, if required.
10. Normally, the Agency (s) will be given booking of cars in advance. However, in case of urgent requirement, the Agency has to provide cars on short notice also.

Location of the CBSE-ROD Office, at present:-

CBSE Regional Office, Delhi

PS- 1-2, Institutional Area, I.P. Extension,

Patparganj, Delhi-110092 (Near National Victor Public School)

SCOPE OF SERVICE

1. The empanelled Agency(s) shall provide monthly cars on all the working days including holidays, if required by the users of the car. The Agency shall provide quality and uninterrupted services to CBSE-ROD. The Agency must ensure periodical servicing, preventive repair(s) and maintenance of the cars sent to CBSE-ROD. In case the regular vehicle has been sent by the Agency for servicing/maintenance, substitute vehicle in equally good and perfect condition be provided to CBSE-ROD without any extra cost.

Vehicle Statutory Requirements

1. The cars deployed on duty should have valid Registration Certificate, comprehensive insurance (to cover the occupants/passengers also) and statutory requirements of Central/State Governments, Fitness Certificate, Pollution under Control, Road Tax and Permit (if any) and these must be revalidated before the expiry of the due date during the tenure of the contract period.
2. The driver of the vehicle provided to CBSE-ROD must be in possession of all valid vehicle documentations. CBSE-ROD shall not be responsible for action taken by police authorities against the driver/vehicle/Agency in the event of non-availability or non-validity of the said documentations.
3. The Agency will give the statement of cars assigned for CBSE-ROD with respective Registration Number to Section Officer (Administration) of CBSE-ROD. Any changes in the fleet of cars, for any reasons to be notified periodically. Copy of RC and other documents connected to the vehicles deployed to be furnished to the Section Officer (Admn.) of CBSE-ROD.

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4. The cars provided to CBSE-ROD on monthly and/or day to day call basis must possess the following accessories:

S.No.	Items required in the car
1.	Tool box & spare wheel in proper condition
2.	Music System with AM/FM radio in working condition
3.	First Aid box and torch
4.	Mobile charging facility in the car
5.	Driver's Mobile in charged and running condition
6.	Good upholstery/seat covers
7.	Umbrella

5. For vehicles deployed on duties, special care as under, has to be taken by contractor:

- (a) Punctuality of time is an essential and important condition of the contract.
- (b) The vehicle on monthly basis duty and/or given the out station duty, the driver should be adequately equipped with money and other requisites to leave for out station duty after getting instructions from Admn. Section of CBSE-ROD.
- (c) The drivers of the cars provided shall always be wearing neat and clean uniform and holding a valid driving license and abide by all the rules laid down by Transport Authority or any Authority relevant to the subject and should always strictly follow the traffic rules and regulations, so as to ensure safety of the passengers.
- (d) Drivers will submit the duty slip in the prescribed format given by CBSE-ROD mentioning particulars like car no., driver's name, mobile no. and the initial meter reading to the user at the time of reporting in case of daily basis vehicle.
- (e) Mileage at the reporting and releasing place will be indicated by the driver of the empanelled Agency which will be signed by the user of the car. Correction, if any, in the duty slip should be attested by the user in the absence of which duty slip will not be entertained.
- (f) The driver shall always remain with the vehicle during whole of the duty time and shall always keep the mobile phone in charged and working condition.

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- (g) The persons deputed by the empanelled Agency for carrying out CBSE-ROD's duty should behave properly with the officers and maintain punctuality and discipline. If any driver engaged by the empanelled
- (h) Agency is found to be undisciplined, misbehaving or under the influence of alcohol or any intoxicant appropriate penalty will be levied on the Agency.

TERMS AND CONDITIONS

1. EMD of the Bidder will be forfeited:
 - (a) If the offer is withdrawn/modified or alteration is sought during the period of validity of the offer or any agreed extension;
 - (b) The Agency fails to supply the agreed number of cars of required make.
 - (c) If the Agency backs out/or does not sign the contract agreement within 30 days after issue of LOA;
 - (d) If the Tenderer/Bidder attempts to procure the contract by furnishing false/incorrect documents and by giving false declaration(s).
 - (e) If the Tenderer/Bidder fails to provide security deposit within the schedule time.
 - (f) Any other act of the bidder which tantamount to premature withdrawal from tender process.
2. In case of monthly vehicle requirements for category B (i) and daily basis vehicle for category B (ii), L-1 will be selected on the basis of overall lowest rates quoted by the Agencies in each of the two category. In this regard the decision of CBSE-ROD shall be final and binding on the empanelled Agency.
3. The tenderers shall have to give an undertaking (as at Annexure C) that all the requirements of CBSE-ROD will be met by them.
4. The empanelment of the agencies shall be valid for a period of **One year**, which **can be further extended up to One more year** on the existing rates, terms and conditions at the discretion of the CBSE-ROD, subject to satisfactory services. No price escalation on any account will be allowed during the contract period and also during the extended period of One Year.
5. The Agency shall indemnify CBSE-ROD against any claims, damages, loss or penalty including costs there of arising out of any breach or violation of any of the provisions of all the laws, including labour laws as applicable from time to time, governing the workers employed by the Agency and the vehicles deployed by the Agency.

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6. The Agency will be required to submit the bill along with the duty slip in the format prescribed by CBSE-ROD duly signed by the concerned user of the car (complete in all respect) to the Section officer (Admn.), CBSE-ROD, Patparganj, Delhi-92. The payment will be made within 15 working days from the date of receipt of the bills through a/c payee cheque or transferred in the bank a/c of the Agency through NEFT.
7. No payment shall be made against the bills pertaining to journey, where any complaint of serious nature with regard to quality of the car or misconduct of the driver is received from the user. In this regard the decision of CBSE-ROD shall be final and binding on the Agency.
8. Detaining the vehicle by the Agency/Driver for own reasons during outstation duty as well as in-station or disappearing from duty, causing undue inconvenience to an Officer/Official of CBSE-ROD may entail deduction or non-payment for the journey performed.
9. After the booking informed the Agency, the Agency shall intimate the vehicle no., name & mobile no. of the driver to the concerned Nodal Officer; failing which a penalty will be leviable (Ref: Clause 5.14) and the same will be deducted from the running bill.
10. The empanelled agencies will be required to strictly adhere to the terms and conditions of the contract and provide the quality hired car services in the offices of CBSE-ROD in Delhi and NCR. If, hired cars' services are not found within the Scope of Work/Scope of Services of the tender, penalty will be imposed as under:

Sl. No.	Description	Penalty
1.	If monthly vehicle is not sent on any day for whatever reason	Rs.2000/- will be imposed on daily basis.
2.	Driver's misbehaviour such as abusing, physical intimidation or similar with the user or under the influence of any intoxicant.	Rs.500/- on 1 st instance
		Rs.1000/- on 2 nd instance
		Replacement of Driver on 3 rd Instance
3.	Excess/bogus claim of mileage	Rs.1000/- on 1 st instance
		Rs.2000/- on 2 nd instance
		Termination of vehicle on 3 rd Instance
4.	Meter tampering resulting in fast meter	Rs.10000/- on 1 st Instance.
		Termination of contract on 2 nd instance
5.	Any other unreasonable deficiency found in the vehicle	Rs.2000/- will be imposed on daily basis

11. Periodic inspection of the vehicles will be done by the officer Incharge (Admn. – Section) or any officer nominated for the work. If the condition of the car (interior and exterior) is not found within the Scope of Service, then no payment will be made and in addition to imposing penalty as above.

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12. If it is found that any of the terms and conditions providing herein is not met with, or the Agency committed any breach thereof, the Agency will be given two warnings. If there is no improvement on the part of the empanelled Agency, the services of the Agency will be terminated and the security deposit shall be forfeited. The decision of CBSE-ROD shall be final in this regard and binding on the Agency.
13. CBSE-ROD may, at any time, by giving three months' notice can foreclose the contract without any liability, financial or otherwise on itself.
14. CBSE-ROD shall pay for the services under the contract at the rates mentioned in the Price Bid (Annexure-II) which shall be inclusive of fuel/lubrication/repair & maintenance of vehicle, wages of the driver, overtime, uniform, State Transport Taxes/permits fees, Service Tax, parking charges, toll tax insurance of the vehicle, any new tax imposed by Govt. which was not prevalent at the time of award of contract, etc.
15. Absence of vehicle due to accident will not entitle for any exemptions from liabilities of contract. Nevertheless, arrangement for alternative/substitute will be the responsibility of the Agency.
16. In order to avoid mishap/accident, the Agency shall ensure that only skilled drivers with sufficient experience in the trade are deployed on duty ensuring that they observe all rules/precautions and traffic norms in this regard. The Agency shall ensure that driver do not exceed normal safe speed limits.
17. Any dispute shall first and foremost be settled in an amicable way. Regional Officer, CBSE-ROD shall appoint an Officer to co-ordinate and arrive at an amicable solution. Should the Parties fail to come to agreement, they shall determine a dispute settlement procedure through Arbitration. In case the disputes still persist, the settlement of same shall be subjected to Courts in Delhi only.

SPECIAL TERMS & CONDITIONS OF THE CONTRACT

Following is the minimum eligibility criteria for technical assessment: -

1. Should have minimum 8-10 cars in the name of the proprietor of firm/firm/company under one roof and registered in the name of the Agency. The description i.e. the model, date of purchase should be given along with tender. Models of Cars to be hired should have the registration from 2015 onwards.
2. Should have minimum 8-10 numbers of drivers having valid Light Motor Vehicle (LMV) license to handle CBSE-ROD duties.
3. Subletting/subcontracting will be permissible subject to the prior written approval of CBSE-ROD.

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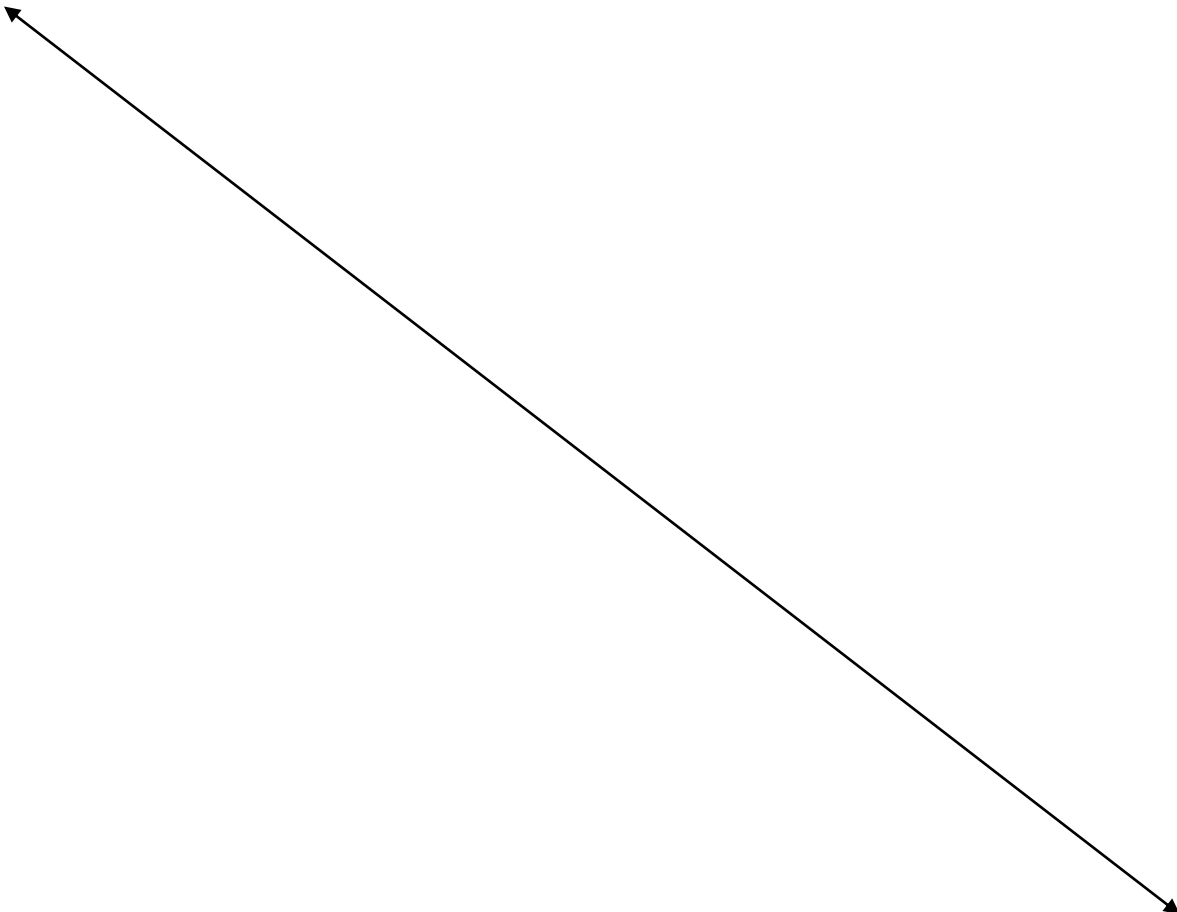
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4. The average annual turnover of the Firm/Agency from transport services/hiring of taxi should not be less than Rs.10 lakhs in the last 3 years.
5. The Agency should be registered with Service Tax authorities. Registration proof should be submitted along with the tender.
6. The Agency should have valid PAN Number. Photocopy of PAN number should be submitted along with the tender.
7. All pages of the Technical Bid, Financial Bid, Undertaking including Terms and Conditions must be duly signed and stamped by the bidder as a token of acceptance of the entire Tender Document on the whole.

Failure to satisfy the above applicable conditions will lead to disqualification.

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ANNEXURE-I

TECHNICAL BID (ENVELOPE-I)

The **Experience & Technical Competence (as per Annexure-I)** along with requisite EMD to be submitted in a sealed Envelope marked “Technical Package” Envelope No. 1

(i) Contractors details:

Sl. No.	Name of the Firm	Details
1.	Name of Proprietor/Partner/Director	
2.	Registered Office address	
3.	Address for communication	
4.	Location of Garage/Stand	
5.	Telephone No. (Office, Residence, Garage/Stand, if any.	
6.	Date/Year of Commencement of business	
7.	Distance of office/Stand/garage from CBSE, Regional Office Delhi, Patparganj, Delhi-92 Kms.
8.	Service Tax Registration Number (Please enclose copy of Registration Certificate)	
9.	Permanent Account Number (PAN) (Please enclose copy of Registration Certificate)	

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(ii) Details of Cars owned by the bidder and willing to provide under the contract:

S.No.	Description of Vehicles	Registration Number	Make/Model (Year)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

*Please attach the photocopy of RC (Registration Certificate) of minimum 8-10 vehicles registered in the name of bidding company. The same shall be verified from the original RC during technical evaluation.

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(iii) Past and present experience of providing similar services to other organizations/ companies:

S.No.	Year	Name of the Organization [WORK SITE]	Name of the Officer concerned in Organization/Tel. No.	From	To
1.	2015-2016				
2.	2014-15				
3.	2013-14				

Please attach certified copies of experience certificates, if any, issued by the authorities to whom the transport services have been provided.

(iv) Annual Turnover for last 3 years (enclose Audited Balance sheet and Income Tax Returns)

2015-16	2014-15	2013-14

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(v) Earnest Money of Rs. 20000/- drawn in favour of "Secretary, CBSE" payable at Delhi only.

Demand Draft No.:

Date:

Drawn on (*Name of the Bank*):

Amount:

AND

(v) Tender Fee of Rs.500/- drawn in favour of "Secretary, CBSE" payable at Delhi only.

Demand Draft No.:

Date:

Drawn on (*Name of the Bank*):

Amount:

Acceptance of details furnished in the Technical Bid Form as above:

NAME & SIGNATURE OF THE PROPRIETOR/PARTNER WITH OFFICIAL STAMP/SEAL AND COMPLETE OFFICE ADDRESS AND TELEPHONE NUMBERS:-

Place: _____

Date: _____

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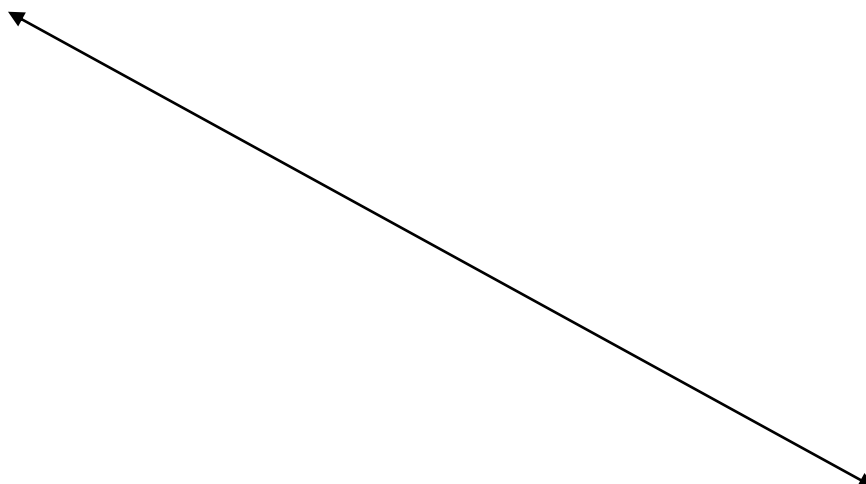
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ANNEUXRE-II

Financial Bid (Envelope-II)

1. The **Financial offer/rates** to be quoted in **Annexure-II** will be submitted in other envelope marked "Financial Bid" Envelope No. 2
2. It is essential for every bidder to quote for all the categories i.e. Monthly Basis, specified at A (i) and day to day call basis, specified at A(ii). Evaluation of Financial Bid will be made on the basis of rates quotes in A (i) and A (ii). CBSE-ROD will consider the bids of only those bidders, who will provide the details of cars owned by them.
3. **Financial Bid should be submitted in a separate sealed envelope and no other documents/enclosure is to be submitted/enclosed with the financial package.**
4. **All pages should be duly signed and stamped by the Agency/firm through authorized representative.**

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A (i) Rate schedule for rates for contract on MONTHLY BASIS.

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Details of all inclusive rates quoted for requirement of vehicles on Monthly Basis for 2000 kms per month and 8 hrs per day for Delhi/NCR:

BEFORE FILLING THE ALL INCLUSIVE RATES, THE BIDDERS MUST GO THROUGH THE TERMS & CONDITIONS OF THE TENDER

Sl. No.	Vehicle Type (Good condition)	Rate for AC Vehicle	Rate for Non-AC Vehicle	Extra Charges per Month beyond 2000 KM	Extra Charges per Month beyond 8 hrs.
1.	Wagon-R / Santro/ EECO				
2.	Indigo/Accent				
3.	Swift/D Zire/Toyota Etios				
4.	SX4/Honda City				
5.	Innova/Mahindra Xylo/ Tata Sumo				

Note: The above charges are all inclusive of Service Tax, fuel/lubrication/repair and maintenance of vehicle, wages of drivers, overtime, uniform, State Transport Taxes/permit fees, insurance of vehicle, parking charges, toll tax, any new tax imposed by Govt. which is not prevalent at the time of award of contract. Night charges, if applicable will be paid on completion of Minimum 03 hrs (between 11 pm to 5 pm). Max. night charges fixed by the Board is Rs. 200/- per night.

Date:

(Signature of the Tenderer with name & Stamp)

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A (ii) Rate schedule for rates for contract on DAY TO DAY CALL BASIS.

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DETAILS OF ALL INCLUSIVE RATES QUOTED FOR REQUIREMENT OF VEHICLES ON DAY TO DAY CALL BASIS FOR DELHI/NCR:

BEFORE FILLING THE ALL INCLUSIVE RATES, THE BIDDERS MUST GO THROUGH THE TERMS & CONDITIONS OF THE TENDER

Sl. No.	Vehicle Type (Good condition)	Rate for 80 kms & 8 hrs (for full day)		Rate for 40 kms & 4 hrs (for full day)		Extra Charges beyond 80 kms & 8 hrs		Extra Charges beyond 40 kms & 4 hrs	
		AC	NON-AC	AC	NON-AC	AC	NON-AC	AC	NON-AC
1.	Wagon-R / Santro/ EECO								
2.	Indigo/Accent								
3.	Swift/DZire/ Toyota Etios								
4.	SX4/Honda City								
5.	Innova/Mahindra Xylo/Tata Sumo								

Note: The above charges are all inclusive of Service Tax, fuel/lubrication/repair and maintenance of vehicle, wages of drivers, overtime, uniform, State Transport Taxes/permit fees, insurance of vehicle, parking charges, toll tax, any new tax imposed by Govt. which was not prevalent at the time of award of contract.

Date:

(Signature of the Tenderer with name & Stamp)

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ANNEXURE-III

UNDERTAKING BY THE BIDDING AGENCY

The Regional Officer
CBSE- Regional Office, Delhi
PS 1-2, Institutional Area,
I.P Extension, Patparganj,
Delhi- 110092

Sir,

1. We have carefully read and understood the terms and conditions of the bid/tender documents and the conditions of the contract applicable to the bid document including that of penalties to be imposed by CBSE-ROD against the driver/Agency for the said negligence and we do hereby undertake to provide services as per these terms and conditions and agree to abide by all the terms and conditions of the tender.
2. I/We also confirm that in the event of my/our tender being accepted, I/We hereby undertake to furnish Security Deposit, as applicable, in accordance with the condition for obtaining the work order.
3. I/We further undertake that none of the Proprietor/Partners of the firm was or is Proprietor or Partner of any firm with whom the Government have banned/suspended business dealing.
4. I/We hereby solemnly affirm that I have not been blacklisted by any government Department under Govt. of India at any point of time. In case this information is found to be incorrect or false at any future stage, I shall be liable to be penalized as per the provisions of the terms of the tender or in accordance with the decision of the Competent Authority of the CBSE.
5. Having examined the bidding documents, the receipt of which is hereby duly acknowledged, I/We the undersigned, offer my/our Bid, as per the schedule of requirements and in conformity with the said Tender Document.
6. I/We undertake, if our bid is accepted, to provide services in accordance with the details specified in the Tender Document and the detailed contract agreement which I understand shall be executed after the award of contract.
7. I/We have read the Tender Documentt carefully and have understood the contents fully and had accordingly submitted the quote in the Technical Bid [Envelope-1] and Financial Bid (Envelope-2) abiding to the terms and conditions laid down there in.
8. I/We hereby also declare that:
 - i). We are equipped with adequate no. of vehicles (as desired) for providing the said services to CBSE-ROD.
 - ii). We hereby offer to offer the services at the prices and rates mentioned in the Financial Bid.
 - iii). We enclosed herewith duly completed Tender/Bid in the required manner.
9. In case at any stage, it is found that the information given by me/us is false/incorrect/distorted, CBSE shall have the absolute right to take any action as deemed fit/without any prior intimation.

Yours faithfully,

Date:

(Signature of the Tenderer with name & Stamp)