

**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
**(DISASTER MANAGEMENT DEPARTMENT)**  
2nd Floor, Pant Bhawan, Patna - 800001  
Phone No. - 0612-2522082. Fax No.- 0612-2522311  
(Website - [www.bsDMA.org](http://www.bsDMA.org))

**(Rate Tender Notice)**

This Rate Tender Notice and Call For Proposal is issued by the BIHAR STATE DISASTER MANAGEMENT AUTHORITY (BSDMA) to obtain proposals from reputed and registered agencies/firms to enter into a contract to decide rates for hiring different types of vehicles for use in the office of BSDMA in the financial year 2017-18.

BSDMA is regularly requiring vehicles of different models for office purpose.

**Requisite Rate Eligibilities of the Agency/ Firm**

**Eligibility Criteria & Conditions -**

1. The agency should be registered under Income Tax /Service Tax, as applicable and has filed the up- to- date returns for last 3 years.
2. Vehicles of the agency should be registered in Road Transport. papers regarding, Road Tax, Pollution Fitness and the driving license should be up-to-date. An affidavit to this effect is required to be submitted to BSDMA.
3. The agency should have experience of working in the relevant area for a minimum of 3 years as on 31st March, 2017.
4. The agency should be registered in ESI/PF.
5. The agency should provide the new commercial vehicle which is not older than 3 years.
6. The agency must not be blacklisted by State/Central Govt. Deptt. or any other govt. bodies. An affidavit to this effect shall be furnished by the bidder with the bid document.
7. The agency should not have been penalized for delay in completion of work.
8. BSDMA shall penalize @Rs. 500/- per day on any lapses in service .
9. Applicants must submit their proposals in two parts. The first part shall contain the Technical Proposal. The second part shall contain the Financial Proposal. The details of proposal is as under-

**Technical Proposal**

Sl No.	Type of Vehicle	Model/Year of Vehicle	Transport Registration (Yes/No)	Road Tax up to date (Yes/No)	Environmental Clearance (Yes/No)
1	Scorpio				
2	Indigo				
3	Indica				
4	Sumo Victa				
5	Bolero				
6	Innova				

## Financial Proposal

For Local use fuel & Driver.					
Sl No.	Type of Vehicle	Rate of Fuel & Driver (Rs. Perday)			Rate for additional KM
		AC Vehicle	Non AC Vehicle		
1	Scorpio				
2	Indigo				
3	Indica				
4	Sumo Victa				
5	Bolero				
6	Inova				

For Out station use-fuel & Driver.					
Sl No.	Type of Vehicle	Rate of Fuel & Driver (Rs. Perday)			Rate for additional KM
		AC Vehicle	Non AC Vehicle		AC Vehicle
1	Scorpio				
2	Indigo				
3	Indica				
4	Sumo Victa				
5	Bolero				
6	Innova				

10. The Technical Proposal containing name and complete contact details with address, Phone numbers and E-mail ID of the agency/ firm, should be kept in a separate, sealed envelope marked with "Technical Proposal". The Financial Proposal should be kept in another separate, sealed envelope marked with "Financial Proposal".
11. The two sealed envelopes should then be kept in one bigger sealed envelope superscribed with the wording "To be opened by Authorized Person Only ". The applicant/agency/ firm should clearly indicate its name and contact details with address, phone no. and E-mail ID on the outer portion of bigger envelope.
12. The contract may be terminated with one month notice subject to delay/ unsatisfactory performance in the work after deducting the cost./expense. In such case the work shall be allotted to next suitable bidder.
13. Contract document with the successful bidder shall be executed within 21 days of the issue of the letter of acceptance. Non fulfilment of this condition of executing a contract by the contractor or supplier would constitute a sufficient ground for annulment of the award and forfeiture of Earnest Money Deposit.
14. BSDMA has right to reject the services of goods supplied to BSDMA which do not conform to the specification.
15. The Agency shall take responsibility regular maintenance of the vehicle.
16. The Agency shall pay compensation/payment to driver and vehicle owner in case of accident.

**17. Bid security :-** The bid security of Rs 5,000/- shall be accepted in the form of Account Payee Demand Draft/ Fixed Deposit Receipt/Banker's Cheque or Bank Guarantee from any of the Notionalised banks payable to Secretary, BSDMA in an acceptable form. Bid security of the unsuccessful bidders shall be returned to them after expiry of the final bid validity latest on or before the 30th day after the award of the contract.

**18. Performance security:-** The performance security of Rs 5,000/- is to be obtained from the successful bidder and shall be accepted in form as discussed in sl.no. 18.

19. Late bids i.e., bids received after the specified date and time of receipt shall not be considered.

**Note :-**

- i The Rate Tender Notice is illustrative in nature and all narrations are intended to be used by the applicant as a preliminary background explanation. This does not necessarily contain all relevant information. BSDMA reserves the right to amend its requirements or the information contained in this notice at any time during the selection process. Rate contract shall be valid for 2017-18/2018-19.
- ii The submission of bid document by bidder is supposed to confirm his/her acceptance of all terms and conditions of this notice.
- iii Only bid document submitted strictly in accordance with this notice or as may be required by the BSDMA, will be considered as valid proposals.
- iv This notice is not a work order. A separate work order will be issued only after the selection of the preferred bidder (s).
- v All information supplied by the BSDMA in connection with this notice shall be treated as confidential.
- vi Payment after deducting applicable taxes shall be made after satisfactory completion of the work to the best satisfaction of BSDMA.

**Mandatory list of documents to be attached in Technical proposal**

- 1- Service Tax/Income Tax Return filed for the last 3 Years as applicable.
- 2- A Copy of valid registration if any with other Deptt./Organization
- 3- List and profile of office bearers, staff, experts with qualification, experience and assigned functions.
- 4- A short write up about the Agency.

**Last Date for submission of Bid Document :**

The Technical bid and Financial bid (as stated above) in separate envelopes must reach the office of BSDMA on or before 30-06-2017 latest by 05:00 PM on any working day. The complete document should be sent by courier/registered post/speed post to Secretary, Bihar State Disaster Management Authority (BSDMA), 2nd Floor, Pant Bhawan, Bailey Road, Patna- 800001. Phone No.- 0612-2522032.

The Technical bid/Financial bid will be opened on 05-07-2017 at 12:00 noon by the competent authority at BSDMA. The applicant agencies, if interested, can remain present at time of opening of proposals. The proposal will be opened and basic eligibility criteria (including list of mandatory documents), shall be scrutinized as per instructions given in

this documents. Proposals will be shortlisted on the basis of technical and financial evaluation.

### **Evaluation of Technical & Financial Bid Proposal**

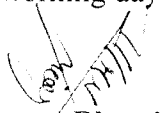
In Phase I, the Technical Evaluation Committee/Internal Purchase Committee of BSDMA will first open the Technical proposal and will assess the proposal on merit on the basis of technical competence, capability, prior experience and understanding of the work. All the tax returns shall be scrutinized properly. Short write up of agency shall be taken into consideration.

In Phase II of evaluation, the financial bids of only those agencies will be opened which qualify the technical evaluation.

### **Right to accept any bid, and to reject any or all bids :**

BSDMA reserves the right to accept any bid, and to annul the Tender Process and reject any or all bids at any time prior to award of work, without thereby incurring any liability to the affected agency or any obligation to inform the affected agency of the grounds for its action.

For any further details, the interested parties/agencies may visit the BSDMA website : [www.bsdma.org](http://www.bsdma.org) or visit the office/ or contact the Secretary, BSDMA during any working day.

  
(Sanwar Bharti)  
Secretary,  
BSDMA