



Durgapur Steel Peoples' Co-operative Bank Ltd.

(A Licensed Bank)

Ref. No.: DSP/Co-Op/Bank / Admn./CE-13/4098

Date : 21/01/23

e-Tender Notice

Sealed e-Tenders are invited from Car Owners for hiring 1 Diesel Car purchased not earlier than 2(two) years from the date of publication of this tender notice for a period of 4 years starting from 1st February 2023. The car is required for the use in day to day banking operation. Detailed Terms and Conditions of the tender document may be obtained from bank's official website www.dspcoopbank.com and through online e-Tendering System Portal <https://www.tenderwizard.com/eproc>.

Details of the e-Tender are as under.

1.	Tender No & Date	DSP/Co-Op./Bank/Admn/CE_13/4098 Date : 21/01/2023
2	Name of the work	Tender for Hiring 4+1 Seated Car
3	Availability of the tender	Tender documents are available at Tender tab of our website www.dspcoopbank.com and e-Tendering portal https://www.tenderwizard.com/eproc
4	Tender document downloading & submission start date & time	From 11.00 HRS on 23/01/2023
5	Last Date and Time of E-submission of tender	30/01/2023 at 15.00 HRS.
6	Date and Time of E-opening of Technical Bid	30/01/2023 at 16.00 HRS.
7	Date and Time of E-opening of Financial Bid	30/01/2023 at 16.30 HRS.
8	Approximate Estimated cost of the tender.	Diesel Car: Rs. 2.00 Lakh (Excl. Diesel)
9	Tender Fee	NIL
10	Earnest Money Deposit(EMD)	Rs. 10,000 (Rupees Forty Thousand Only) Through e-payment gate way. Earnest money received from other unsuccessful bidders will be returned. No interest will be paid for earnest money.
11	For e-Tender related queries	Service Provider: M/s. Antares Systems Limited, Registered Office: #24, Sudha Complex, 3rd Stage, 4th Block, Bangalore – 560079, Karnataka. Ph.:080-49352000/ 40482000 Fax:080-49352034 Help Desk: 9044314492/ 9073677150/ 151 / 152 /

Benachity House, Durgapur, Dist.- Paschim Bardhaman (W.B.), PIN - 713204
Phone : (0343) 257 0593, 257 0722, 257 5711, PAX : 445179, 45691 & 45692, Fax : (0343) 257 3166

GST No.: 19AAFAD4593F1ZJ

Mail : helpdesk@dspcoopbank.com, website : www.dspcoopbank.com



	<p>9674758506 / 9674758723 / 26 / 033 4604 6611</p> <p>Contact Persons: (On working days 9AMto 6PM)</p> <p>1.Mr.KushalBose Mobile No.:+919674758719 e-Mail:kushal.b@antaressystems.com</p> <p>2.Mr.Subrata Sheet Mobile No.:+919674758723 e-Mail: subrata.s@antaressystems.com</p>
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N.B.: Corrigenda, if any, is to be followed as published in www.tenderwizard.com/eproc portal only

Smb
21/11/2023

CHIEF EXECUTIVE

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DURGAPUR STEEL PEOPLES' CO.-OP. BANK LTD.
BENACHITY HOUSE, DURGAPUR-713204



DURGAPUR STEEL PEOPLES' CO-OP BANK LTD.

Benachity House, Durgapur

Requirement:

- 1) No of Cars Required : 1 Nos
a) Type of Vehicle : 5 Seated Sedan Car (Swift Dzire/ Honda Amaze/ Ford Aspire)

Eligibility for Submitting Quotations:

1. Quotations submitted for cars owned by any employees, officer, director or benami or contractor worker attached to the service of bank or their relatives, will be liable to be rejected
2. Quotations for cars, the ownership of which has been transferred more than once during three years shall be liable to be rejected.
3. The persons mentioned in clause 1, found guilty of submitting quotations by suppression of facts, shall be meted out with severe penal measure and the quotation or contract thereof shall automatically be rejected or terminated, after awarding the contract to the persons, as the case may be.
4. The car to be offered/placed must stand in the name of the quotationer or in the name of the company in case of the quotationer is the representative of a company or firm.
5. Impersonating or Canvassing any manner may render the tenderers are liable for rejection of tenders.
6. The Vehicle preferably be brand new but in no case, it should not be more than two (2) years old. The decision regarding selection of the Vehicle will be solely of the Bank and will be the final.

Terms & Conditions:

Submission of the duly signed tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied. The final acceptance of the tender rests with the Management of Durgapur Steel Peoples' Co-op Bank Ltd., who reserves the right to accept or reject any or all tenders without assigning any reason thereof.

- A. No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained at any stage.
- B. Duty Hour:
 - i. 09 (Nine) Hours. Start and End time would be specified at the negotiating table.
 - ii. If the bank will be in need of cars in Holiday/Off days, the contractor shall provide the same for which Bank will pay overtime for the drivers for minimum 8 hours or at actual whichever is higher.
- C. Millage Per liter Diesel for the car must be mentioned. More fuel efficient car will get preferential marks since it would be taken into account in calculation of per month cost which would affect the rate to be quoted
- D. Diesel oil will be reimbursed as per rate of last day of month of normal Diesel.
- E. Other terms and conditions, if any on the part of the quotationers, may be mentioned clearly in separate letter head.
- F. Permit: Throughout the West Bengal State



- G. The Driver/ Drivers of the car must be given insurance coverage by the respective owner at his/her own cost.
- H. The Tenderer is liable for payment of all claims / expenses in case of any accident. He will also indemnify the office of the concerned officer against any loss / damage/ of property or life attributable to negligence on the part of the Driver or poor maintenance of the vehicle.
- I. Cash Voucher from the showroom must be submitted along with Blue Book in case of not brand new car.
- J. The car, which is engaged, shall stay in the protected premises of the Bank at night or after duty hours and the owner thereof may arrange for car-hood for cleanliness and protections of the cars from Sun, Rain and Dust.
- K. All the documents relating to the car must be authentic, valid and unambiguous and the same should be up-to-date since it would be subjected to scrutiny before negotiations. Quotations without valid documents will be rejected outright.
- L. It is to be noted that the lowest rate quoted by any party shall not be the only criteria for awarding for the Order for Hiring the Car.
- M. The documents relating to the car will be scrutinized after opening the quotation and the quotationers will be short listed on that basis on final interview.
- N. All the necessary documents like Tax, Insurance, Permit should be up-to-date on due time and to be submitted to bank.
- O. Overtime/Hour (if any): 35/Hour will be paid by the bank.
- P. Engine Oil @0.75/- per Kilometer will be paid by the bank.
- Q. The owners will remain present with the concerned car along with relevant documents/papers on the date on opening the quotations.
- R. The contract period will be for 4(Four) years. Period may be extended subject to satisfaction of the management.
- S. Bank reserves the right to cancel the contract of the cars at any time by serving 15 days' notice to the owner.
- T. In the event of breakdown of vehicle or absence of driver, arrangement for substitute vehicle/ driver will have to be made by the contractor immediately. In case, the contractor is not able to provide any substitute, it will be open for the bank to deduct proportionate amount on daily basis from the bill.
- U. Arrangement of car passes and drivers to get entry into Durgapur Steel Plant for the Branch inside the Plant shall be the sole responsibility of the car owner himself. Bank shall render necessary assistance in this regard to the owner if required.
- V. Order may be cancelled if the bidder fails to produce all relevant documents within 7 days from the date of confirmation or supply the vehicles within 15 days.
- W. The Vehicle should confirm to the latest BS (Bharat Stage) emission norms. The Vehicle should mandatorily have Commercial Registration Number (Yellow number plate), as per provisions of the "Motor Vehicle Act 1988" and "W.B. Motor Vehicle Rules 1989".
- X. Tenderer need to fill up both Technical and Financial Documents
"Tender for the Car Hire– TECHNICAL BID" and "Tender for the Car Hire– FINANCIAL BID"
- Y. Bank authority reserves the right to cancel/reject any tender and their decision shall be final and binding on all parties.



Annexure –A

TECHNICAL BID

1. Tender Ref. No:
2. Name of Tenderer:
3. Complete office address of Tenderer:
4. Contact details of authorized person of tenderer who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....
 - d. Phone (Mobile).....
 - e. E mail.....
5. Submission of technical confirmation to the requirement.

Parameters	Provided Yes/No
PAN	
GSTIN (If Applicable)	
Trade License	
In Case of Old Vehicle :	
Certificate of Registration	
Latest Emission Test Certificate	
Road Tax Certificate	
Insurance Policy	
Fit Certificate	
In Case of Brand New Car	
Money Receipt for New Booking	
Mileage of Car	

* Separate Sheet May be attached for additional document

6. Documents to be enclosed with the Technical bid are as under:
 - a) All relevant papers of the Vehicles.
 - b) Duly signed & stamped all pages of Tender documents as a mark of your acceptance.
 - c) Copies of PAN, GSTIN (If Applicable)

Signature of the Tenderer with stamp



Annexure - 'B'

FINANCIAL BID

1. Tender Ref. No.:
2. Name of the Tenderer:
3. The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a Pre-requisite for considering your quotations:

Sl. No	Item	Tentative Required number	Cost (All inclusive)
1	5 Seated Sedan Car	1	

4. The above quoted price should be inclusive of driver's salary, Vehicle maintenance charges, insurance charge and all kinds of taxes and service charge, (as applicable). The price competitiveness shall be given due consideration while analyzing the Financial bid. It is hereby confirmed that we shall abide all the terms & conditions as specified in the tender.

Signature of the Tenderer With stamp

