



सत्यमेव जयते

**No. TRAI/RO/HYD/Vehicle Tender/2019-20/1**

**Telecom Regulatory Authority of India  
Regional Office,  
RTTC Building, Gachibowli  
Hyderabad 500 032**

## **BID DOCUMENT**

**Tender for Hiring of Vehicles**

**for**

**Telecom Regulatory Authority of India**

**Regional Office**

**Hyderabad**

(Visit us at [www.trai.gov.in](http://www.trai.gov.in))

Not transferable

**Signature of the tenderer with seal**

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Signature of the Tenderer with seal

**SECTION - I**

**No. TRAI/RO/HYD/Vehicle Tender/2019-20/1**

Telecom Regulatory Authority of India  
Regional Office  
RTTC Building, Gachibowli  
Hyderabad 500 032

**NOTICE INVITING TENDER**

Office of Issue : Telecom Regulatory Authority of India  
Regional Office, RTTC Building  
Gachibowli,  
Hyderabad 500 032

Tender Number : No. TRAI/RO/Hyd/Vehicle Tender/2019-20/1

Date of issue of bid document : With effect from 10-07-2019

Tender Forms available from : Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office, RTTC Building  
Gachibowli,  
Hyderabad 500 032

Due date of Receipt of bids : **Upto 31/07/2019 Time 15.00 hours**

Date of opening of Technical bid : 31/07/2019 Time 15.30 hours  
[If the tender opening date is declared  
Holiday by Govt. of India then the tender  
Shall be opened on next working day at  
15.30 hours]

Date of opening of financial bid : To be notified later

Earnest Money : Rs. 22,000/-

Estimated Cost: : Rs.11.00 lakh approx. (per year for two vehicles)

Signature of the Tenderer with seal

Sealed limited tenders under two bid system i.e. "Technical Bid" & "Financial Bid" are invited from reputed firms for hiring two A.C vehicles of Swift DZire, Honda City, Etios, Mahindra Verito or equivalent vehicle on monthly basis plus vehicles on daily basis as per requirement, for use of Telecom Regulatory Authority of India, Regional Office, Hyderabad (the actual requirement may vary) for a period of one year.

The Technical & Financial bids should be kept and sealed by the bidder in separate covers duly super-scribed "Technical Bid - Hiring of Vehicles" and "Financial Bid - Hiring of Vehicles" respectively and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed "Tender for Hiring of Vehicles".

Bidders are advised to go through the tender document carefully and understand various provisions contained therein along with their implications. The tender document is not transferable under any circumstances.

Bidders shall have to deposit bid security of Rs.22,000/- (Rupees Twenty two Thousand only) in the form of Demand Draft drawn on any scheduled bank in favour of "TRAI" payable at Delhi along with the bid.

  
(A. Munisekhar)

Advisor

Regional Office, Hyderabad

Signature of the Tenderer with seal

## Section - II

### **INSTRUCTIONS FOR SUBMISSION OF TENDER**

#### **1. PREAMBLE**

Telecom Regulatory Authority of India (TRAI), a statutory body of Govt. of India, intends to engage a reputed firm for a period of one year for hiring of DZire AC/ Honda City or equivalent vehicles for use of its Regional Office at Hyderabad. The terms and conditions are described in "Terms & Conditions Governing the Contract" in Section-III.

#### **2. BONAFIDE OFFERS**

The Tenderer should be bonafide, which shall mean an entity:

- (a) Having Permanent Account Number.
- (b) Having GST registration.
- (c) Having ITR for the Financial Year 2017-18.
- (d) Turnover Certificate in the format at Form II. Average turnover for last 3 years should be 20 Lakhs or above;
- (e) Having required previous experience in providing taxi service for a minimum period of two years in any Central/State Govt. & Public Sector Undertaking/reputed Private Company/MNC within the preceding three years;
- (f) Having a fleet of a minimum four own taxis registered in the name of firm or agency or proprietor (in case of proprietary firm), out of which minimum one taxi must be of Swift Dzire or equivalent model;
- (g) Meeting all other requisites laid down in this Section elsewhere.


#### **3. TENDER DOCUMENT**

The tender document consists of all documents listed at page No.2 of this document. These must be submitted together in the manner indicated below (Section-III), failing which the tender is liable to be rejected. Incomplete or conditional tender is also liable to be rejected.

#### **4. SUBMISSION OF TENDERS - TIME LIMIT/MODE**

The tender documents duly completed should be submitted in two separate parts. The first part should be sealed in a separate envelope and superscripted as "Technical Bid for Hiring of Vehicles". This should contain all the information which would enable TRAI to decide on credentials of the tenderers for performing/doing the job besides EMD (para 7 of Section-III) and other documents listed below in para 4.1.1 and elsewhere in the Section. The second part will consist of the "Financial Bid for Hiring of Vehicles" and should be superscripted on the second envelope as such. Both the envelopes should be sealed in one envelope and duly superscripted as "Tender for Hiring of Vehicles" and addressed to Senior Research Officer, TRAI, Regional Office, Hyderabad.

**Signature of the Tenderer with seal**

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032



**4.1.1. The following documents must be submitted with the Technical Bid-**

- > Letter of Submission of tender.
- > Tender document with all pages duly signed and embossed with official seal.
- > Demand Draft of Rs.22,000/- towards Earnest Money Deposit.
- > Proof of registration for GST.
- > Copy of PAN Card.
- > ITR for the Financial Year 2017-18.
- > Turnover Certificate in the format at Form II.
- > Documents indicating experience in providing taxi service for a minimum period of two years in any Central/State Govt. & Public Sector Undertaking/ reputed Private Company/MNC within the preceding three years.
- > Copy of Registration certificates of 04 vehicles owned by the firm
- > A self-certificate to the effect that the tenderer has not been blacklisted by Central/State Govt./Public Sector Units or its contracts have not been terminated on account of poor performance.

**4.1.2 The schedule of rates given at form-VI, duly filled in and signed by the tenderer, shall be submitted in the financial bid.**

- 4.2 The tender document duly completed as described in para above must reach the designated address upto 1500 hrs on 31/07/2019 positively. Tenders received after 1500 hrs on 31/07/2019 will not be considered.
- 4.3 Sealed tenders shall be submitted either by post with acknowledgement due or in person. Tenders by Telegram/Fax will not be considered.
- 4.4 Tenders received after the scheduled time and date shall not be considered under any circumstances.
- 4.5 All rates shall be quoted only on the proper form (Form-VI) of the Schedule of Rates and each page of this schedule shall be signed in full by the tenderer or his authorized signatory as described in sub paras above.
- 4.6 The schedule of rates should be filled in carefully after considering all the aspects of work as described in the Section-III on "Terms & Conditions Governing the contract". No request for change or variation in rates or terms and conditions of the contract shall be entertained on the grounds that the tenderer had not understood the work envisaged by this tender document. Any overwriting in the schedule of rates should be avoided. In case of a mistake, the mistake should be clearly cut and the correction should be signed in full by the tenderer or his authorized signatory.
- 4.7 The tenderer will have to submit an analysis of rates if called upon to do so by TRAI.
- 4.8 TRAI reserves the right to :-
- > Accept or reject any or all the Technical Bids without assigning any reasons.

**Signature of the Tenderer with seal**

- > Accept or reject any or all the Financial Bids irrespective of their being the lowest without assigning any reasons.
  - > Relax the tender conditions at any stage if considered necessary for the purpose of finalizing the contract in the overall interest of TRAI.
  - > Disqualify the tenderers blacklisted by Central/State Govts/Public Sector Units or whose contracts have been terminated on account of poor performance.
  - > TRAI reserves the right to re-tender or modify the Terms & Conditions of the tender. It also reserves the right to negotiate the rates with the lowest tenderer. i.e. L-I.
- 4.9 Any variation, addition and/or omissions in the items of work to be actually carried out shall not form a basis of any dispute regarding the rates quoted by the tenderer in the tender. The rate quoted by the tenderer shall be applicable irrespective of the volume of work.

4.11 If more than one or improper rate is tendered, the tender is liable to be rejected summarily and will not be considered.


4.12 Each folio of tender document and every supporting document attached with it shall be signed by the intending tenderer or such person on his behalf as is legally authorized to sign for and on his behalf and embossed with official seal at the time of submission.

4.13 Tenders containing erasures, omissions or alterations are liable to be rejected. If any corrections become necessary these must be made in ink and all such corrections must be attested by full signature of the tenderer.

## 5. OPENING OF BIDS:

- 5.1 The technical bids will be opened in the presence of bidders or their authorized representatives who choose to attend, at 15:30 hrs on due date. The bidder's representatives present at the time of opening of bid shall sign in an attendance register.
- 5.2 A maximum of two representatives for any bidder shall be authorized and permitted to attend the bid opening.
- 5.3 The Bidder's names, documents submitted, modifications, bid withdrawals and such other details as this office, at its discretion, may consider appropriate; will be announced at the opening.
- 5.4 The date fixed for opening of bids, if subsequently declared as holiday, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on the next working day, time and venue remaining unaltered.

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Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032



**6. STUDY OF LOCAL CONDITIONS**

The tenderer is advised in his own interest to visit the site of the work and acquaint himself with all local conditions, means of access to the work, nature of work etc.

**7. VALIDITY OF OFFER**

The tenderer will be required to keep the offer open for a period of 120 (One hundred twenty) days from the last date of submission of tender. It shall be understood that the tender document have been sold/issued to the tenderer and the tenderer is permitted to tender with the stipulation that after submitting his tender, he shall not rescind his offer or modify the terms and conditions thereof in any manner that is not acceptable to TRAI.

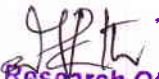
**8. ACCEPTANCE OF TENDER**

- 8.1 The authority for acceptance of the tender documents and tendered rates will rest with the competent authority of TRAI who does not bind himself to accept the lowest or any other tender, nor does he undertake to assign reasons for his decision in this matter.
- 8.2 Acceptance of tendered rates will be communicated through a letter as soon as possible.
- 8.3 All the tender documents submitted by a tenderer shall become the property of TRAI and TRAI shall have no obligation to return the same to the tenderers.
- 8.4 Canvassing in connection with tender is strictly prohibited and the tender submitted by the tenderer who resorts to canvassing will be liable for rejection.
- 8.5 If the tenderer deliberately gives wrong information or conceals any information/facts in his tender, which shall be favourable for acceptance of his tender fraudulently, then TRAI reserves the right to reject such tender at any stage of execution without any financial liability.

**9. EXECUTION OF AGREEMENT**

- 9.1 The tenderer whose tender is accepted shall be required to appear at the office of the TRAI in person or if the tenderer is a Firm, Company or a Corporation, a duly authorized representative shall so appear and execute the Agreement within fifteen (15) days of the date of issue of communication from TRAI's office and start the work from the date as mentioned in the communication. Failure to do so shall constitute a breach of the contract concluded by the acceptance of the tender.

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Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032



9.2 The tenderer shall treat the contents of the tender documents as private and confidential.

**10. POSTAL ADDRESS FOR COMMUNICATION**

Every tenderer shall state in the tender his postal address fully and clearly. Any communication sent to the tenderer by post at his said address shall be deemed to have reached the tenderer in time.

  
(M Venkatapathi)

Senior Research Officer  
Regional Office, Hyderabad

Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032

**Signature of the Tenderer with seal**

## Section - III

### TERMS & CONDITIONS GOVERNING THE CONTRACT


#### S. PREAMBLE

Telecom Regulatory Authority of India is a statutory body set up by an Act of Parliament. It is functioning as a regulator of the telecom sector in India.

#### 2. TERMS AND CONDITIONS


- 2.1 The vehicle provided (Maruti Swift D Zire (AC) or equivalent) on monthly basis should not be more than two years old (Registration not beyond the year 2017) i.e. 2 years old as on 1<sup>st</sup> July-2019. In case the selected agency wants to provide vehicle of higher value and class at the same rates, TRAI would have no objection to it subject to fulfilment of other terms & conditions.
- 2.2 The vehicle should be kept neat and clean and in perfect running condition and should be provided with neat & clean seat covers/towels. TRAI's decision about the condition of the vehicle will be final.
- 2.3 All the vehicles should have a valid commercial permit.
- 2.4 The driver and the vehicle should not be changed without prior permission of TRAI for vehicles hired on monthly basis. If either the vehicle or the driver is not found to be suitable, then they shall be changed immediately on receiving a request from TRAI to that effect. If three written complaints are received against the driver or vehicle from any officer/staff, then TRAI would have a right to hire a vehicle from the market for that officer and the additional cost incurred by TRAI will be borne by the Contractor.
- 2.5 The drivers employed should hold a valid driving license and should be well behaved, reasonably educated, conversant with traffic rules/regulations and city roads/routes as well as security instructions.
- 2.6 The drivers must observe all the etiquette and protocols while performing the duty. The drivers shall be neatly dressed, should wear proper uniform and shall carry a mobile phone in working condition, for which, no separate payment shall be made by TRAI. They will carry the officer's bags from the officer's residence/office to car. The drivers must always open the doors of cars for passengers travelling in it.
- 2.7 Under no case drivers are allowed to take on any passengers other than the Officers/officials of TRAI during the hours of duty.

**Signature of the Tenderer with seal**

  
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Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032

- 2.8 The transport operator and driver shall be bound to carry out the instructions of the Department (TRAI/RO-Hyderabad) as well as of the officers assigned to the vehicle.
- 2.9 In case of any accident, all the claims arising out of it shall be met by the Contractor.
- 2.10 A daily record indicating time and mileage for each vehicle shall be maintained by the drivers/contractor for vehicles hired on monthly basis.
- 2.11 Dedicated vehicles and drivers must be provided and changes will be allowed only in exceptional circumstances upon prior approval of TRAI.
- 2.12 The time and distance in respect of vehicles hired will commence and terminate from the time & place of reporting to the time & place of release. For this purpose, the kilometre reading as well as the time will be recorded by the officer in the duty slip at the time of reporting and releasing the vehicle. The distance covered in both ways from garage to place of reporting and vice versa will be allowed on actual basis or 5 KMs whichever is less.
- 2.13 The KMs not used during a particular month (monthly hiring) shall be carried over to the subsequent two months and extra KMs if any travelled during these two months will be adjusted against these unused KMs.
- 3. Escalation/De-escalation Clause**
- During the validity of the Contract, if there is any increase in the cost of spare parts, tyre, lubricant, petrol/diesel etc., no increase in the rates will be demanded/entertained.
- 4. DEFICIENCY CHARGES**
- 4.1 In case of delay in reporting of vehicle at specified time and place by less than 30 minutes from the specified time, a penalty of Rs.200/- and for delay of more than 30 minutes, a penalty of Rs.500/- will be levied for each day.
- 4.2 In case the Contractor is not able to provide vehicle at specified time and place an amount equivalent to one days hiring charge will be deducted from the monthly bill for each day of non reporting and any additional cost for arranging new vehicle shall be borne by the contractor. In addition, a penalty of Rs.500/- will be levied for each day of non-reporting.
- 4.3 In case of break down if the Contractor is not able to arrange back up vehicle within 30 minutes of such breakdown a penalty of Rs.500/- will be levied in addition to non-payment for that duty.

**Signature of the Tenderer with seal**

  
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Regional Office,  
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Gachibowli, Hyderabad - 500 032



**5. PAYMENT CONDITIONS**

- 5.1 The Contractor will produce monthly bills along with log sheet/duty slips and Toll/Parking fee (if any) in original for release of payment after verification.
- 5.2 TDS and all other taxes will be deducted as per applicable rules.

**6. DURATION OF CONTRACT**

- 6.1 At the initial stage, the contract shall be awarded for a period for one year from the date of commencement of the Agreement. TRAI will have sole to discretion for extending it for further term of one year on mutually acceptable terms and conditions and rates.
- 6.2 However, it will be obligatory on the part of the firm to continue to work at the rates prevailing on the last date of the Agreement even beyond contract period for at least 3 (three) months or till the new contract is finalized, whichever is earlier.


**7. EARNEST MONEY**

- 7.1 The tenderer will be required to deposit a sum of Rs.22,000/- (Rupees Twenty two Thousand only) as earnest money along with completed tender documents. The earnest money is towards an undertaking by the tenderer that the tenderer will not back-out from his offer or modify the terms and conditions thereof in a manner not acceptable to TRAI. Should the tenderer fail to observe or comply with the said stipulation, the entire amount shall be liable to be forfeited by TRAI.
- 7.2 The deposit as referred to under para 7.1 above shall be made by Pay Order or Demand Draft made in favour of TRAI payable at New Delhi and valid for a minimum period of three months after the date of issue.

**8. PERFORMANCE SECURITY**

- 8.1 The successful tenderer whose rates are finally accepted shall furnish performance security for an amount equivalent to **10%** of annual tender cost, within seven days from the date of the communication of award of contract, by way of Pay Order or Demand Draft made in favour of TRAI payable at New Delhi . No interest will be paid on the performance security.
- 8.2 In case the successful tenderer declines or fails to furnish the performance security, the entire amount of Rs. 22,000/- of EMD will be forfeited.

**Signature of the Tenderer with seal**

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032



9. **TRAI reserves the right to terminate the Agreement any time without assigning any reason/notice.**

10. **CRITERIA FOR EVALUATION OF BIDS:**

10.1 **Technical Bid:-** The technical bids of the bidders will be opened in the first stage and will be evaluated on following criteria :-

- > Letter of Submission of tender;
- > The tender document with all pages duly signed with official seal.
- > Copy of Income tax PAN card.
- > Copy of GST registration.
- > ITR for the Financial Year 2017-18.
- > Turnover Certificate in the format at Form II.
- > Experience certificate for two years with copies of documents indicating the previous/ongoing contracts during the last five years.
- > Earnest Money Deposit of Rs.22,000/- in form of bank draft/pay order.
- > Photocopies of the Registration Certificates of at least two vehicles owned by the firm.
- > A self-certificate to the effect that the tenderer has not been blacklisted by Central/State Govt./Public Sector Units or its contracts have not been terminated on account of poor performance.

10.2.1 **Financial Bid:-** The financial bids will be opened only in respect of those firms, which meet the technical bid criteria mentioned above.


The determination of L1 shall be based on the quoted rate for the item No. (i) of the Form -VI.

In case the quoted rates for item No (ii) to (v) of L1 are higher than the lowest rates quoted by the other party, L1 will have to match the rate of items with the lowest rates quoted by other parties in respect of those items.

11. **Force Majeure**

11.1 If at any time, during the continuance of the agreement the performance in whole or in part, by the firm, of any obligation specified in the agreement, is prevented, restricted, delayed or interfered, by reason of war or hostility, act of the public enemy, civic commotion, sabotage, act of State or direction from statutory authority, explosion, epidemic, quarantine restriction, fire, floods, natural calamities or any act of GOD, (hereinafter referred to as event), provided notice of happenings of any such event is

**Signature of the Tenderer with seal**

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
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given by the firm to TRAI within seven calendar days from the date of occurrence thereof, the firm may be excused from performance of its obligation. Provided further that the obligations under the Agreement shall be resumed by the firm, as soon as practicable, after such event comes to an end or ceases to exist. The decision of TRAI as to whether the obligations may be so resumed (and the time frame within which the obligations may be resumed) or not, shall be final and conclusive.

11.2 However, the Force Majeure events mentioned above will not in any way cause extension of the period of the Agreement.

**12. Laws governing Agreement**

The Agreement entered into between TRAI and the firm shall be governed by the laws of India for the time being in force.

**13. Jurisdiction of courts**

The court of the place where the Agreement is signed shall alone have the jurisdiction to decide any dispute arising out of or in respect of the Agreement.

**14. Arbitration**

In the event of any dispute arising between TRAI and the firm in any matter covered under this Agreement or arising directly or indirectly there from or connected or concerned with the said Agreement in any manner of its implementation of any terms and conditions of the said Agreement, the matter shall be referred to the Secretary, TRAI, New Delhi who may himself act as sole arbitrator or may nominate an officer of TRAI as sole arbitrator, notwithstanding the fact that such officer has been directly or indirectly associated with the contract. The firm will not be entitled to raise any objection for the appointment of such officer of TRAI as the sole arbitrator. The award of the arbitrator shall be final and binding on both the parties to the agreement subject to provisions of Arbitration and Conciliation Act, 1996 and rules made there under. The parties expressly agree that the arbitration proceedings shall be held at New Delhi. The language of arbitration shall be in English only.

**Signature of the Tenderer with seal**

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
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15. **GENERAL**

Any clarification in regard to the meaning or intent or interpretation of any of the provisions of these terms and conditions required at any point shall be sought from Senior Research Officer, TRAI, Hyderabad whose decision in the matter shall be final and binding. Any other matter relevant to but not covered in the Agreement shall also be decided by making reference to him and his decision shall be final and binding.

  
(M Venkatapathi)

Senior Research Officer  
Regional Office, Hyderabad  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 031

The scope of work and all terms and conditions listed from para 1 to 15 along with their sub-para have been read carefully, understood and accepted.

Signature of the Tenderer

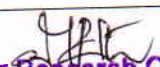
Signature of the Tenderer with seal

**TECHNICAL BID**

1	Name of Firm	
2	Address, Telephone, FAX, e-mail	
3	Name & Telephone Number of contact person	
4	Status of Firm-Sole Proprietorship/ Partnership/Pvt Ltd Co./Ltd Co. etc.	
5	Year of establishment	

S No	Qualifying Criteria (copy of the relevant document to be attached)	Bidder Response
1	Registration No. Self-attested copy of Registration certificate? (Yes or No)	
2	PAN No. Self-attested copy of PAN ? (Yes or No)	
3	Self-attested copy of IT Return for FY. 2017-18 (Yes or No)	
4	GST No. Self-attested copy of GST Registration. (Yes or No)	
5	Bid Security / EMI Details Amount (in Figures) Rs. _____ (in words) rupees _____ Bank Name _____ DD/Pay Order No. _____ DD/Pay Order date _____ Whether DD/PO drawn in favour of TRAI, New Delhi attached (Yes or No)	
6	Turnover certificate in Form-II. (Yes or No)	
7	No of annual contracts for providing taxi services to Central/State Govt.Ministries/Departments or Central/State PSU/Autonomous bodies/Statutory bodies satisfactorily performed during the three years prior to last date for submission of bids Self-attested copies of two supply orders/ Letters of Award of such contracts. (Yes or No) Self-attested copies of satisfactory performance reports in r/o these contracts .(Yes or No)	

Signature of the tenderer with seal

  
**Senior Research Officer**  
**Telecom Regulatory Authority of India**  
**Regional Office,**  
**Room No.34, RTTC Building**  
**Gachibowli, Hyderabad - 500 032**



8	No of taxis owned & operated by the bidder in each taxi category given in Schedule of Requirement (Maruti Swift Dezire (AC) or equivalent)	
9	Validity of bid is 120 days from the date of closing of bid	

Name & Mobile number of the Contact person for getting service during office hours (8 AM to 6 PM on working days)	
Name & Mobile number of the Contact person for getting service beyond office hours (i.e. before 8 AM & after 6 PM. Including on holidays)	


It is certified that the above information is true and correct in the best of my knowledge and belief and in case of any of these is found to be false we shall be liable for any action as decided by the TRAI.

It is certified that all the vehicles listed in Form-III are owned & operated by me/us.

It Is certified that I/we have read and fully understood the terms and conditions of this Tender for "Hiring of vehicles for official purpose in TRAI" (i.e. Taxi registered vehicles under proper Permit for Telangana state) by TRAI", and if contract is awarded, I/we will abide by them till the end of contract period.

It is also certified that neither is the bidder firm blacklisted by any Central Government Ministry/Department during the three years immediately preceding the last date for submission of this bid, nor remained blacklisted at any time during the said three years.

SIGNATURE OF BIDDER & STAMP

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032

Signature of the tenderer with seal

**TURNOVER CERTIFICATE**

This is certify that as per their audited financial statements, the turnover of M/s \_\_\_\_\_ in the three (03) preceding financial years are as given below:

Years	Turnover (in rupees)
2015-16	
2016-17	
2017-18	

\* It is confirmed that I am a practicing Chartered Accountant

Place:


Date:

Seal of Statutory Auditor/CA Signature of Statutory Auditor/CA

Note: The above certificate should be from the statutory auditor of the bidder, or from a practicing chartered accountant if the bidder does not have a statutory auditor.

\* Strike out whichever is not applicable

Signature of the tenderer with seal

  
Senior Research Officer  
Telecom Regulatory Authority of India  
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Details of Vehicles owned& operated by the bidder

<b>S.No.</b>	<b>Regn. No.</b>	<b>Make and Model (year)</b>	<b>Owner name</b>	<b>Km Run (as on bid submission date)</b>
1				
2				
3				
4				

Note:

1. Out of which one should be Maruti Swift D zire (AC) or Equivalent
2. Registration Certificates to be submitted as proof

Signature of the tenderer with seal

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
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**DETAILS OF BANK ACCOUNT**

(RTGS/NEFT facility for receiving payments)


<b>S. No.</b>	<b>Particulars</b>	<b>To be filled by the bidder</b>
1	Name(s) of Account Holder(s)	
2	Address of Account Holder(s)	
3	Name of the Bank	
4	Name and address of the branch	
5	IFSC Code	
6	MICR Code	
7	Account Number	
8	Type of Account	

I/we, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/we would not hold TRAI responsible.

(Signature(s) of account holder(s)) Name(s) of Account holder(s)

SIGNATURE OF BIDDER & STAMP

Signature of the tenderer with seal

  
**Senior Research Officer**  
**Telecom Regulatory Authority of India**  
**Regional Office,**  
**Room No.34, RTTC Building**  
**Gachibowli, Hyderabad - 500 032**



Financial Bid Undertaking

(on letter-head of the bidder)

UNDERTAKING

I submit the Financial Bid for "Annual Contract hiring of taxis (i.e. Taxi registered vehicles with proper Permit for Telangana State) by TRAI" as envisaged in the Tender document.


2. I have thoroughly examined and understood all the terms and conditions as contained in the Tender document, and agree to abide by them.
3. I offer the rate(s) as indicated in the Financial Bid inclusive of all applicable charges, duties and taxes except GST. The rates are in Indian Rupee.
4. I understand and agree that in case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
5. I also agree that the quoted rates shall remain firm throughout the tenure of the contract and no revision will be considered for any reason.

Place:

Date:

SIGNATURE OF BIDDER & STAMP

Signature of the tenderer with seal

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032

(To be kept in a separate envelope)

**FORM.VI**

**SCHEDULE OF RATES TO BE QUOTED FOR HIRING OF VEHICLES**

a) Type of Vehicle: Maruti Swift D Zire (AC) or equivalent:

<b>S. No.</b>	<b>Description</b>	<b>Amount (in Rs.) excluding taxes</b>
i	Monthly Rates (2000 Km/300 Hrs)	
ii	Daily Rate (80 Km/ 10 Hrs)	
iii	Rate per extra Kilometer	
iv	Rate per extra Hour	
v	Rate for night halt	

Taxes , such as GST , which will be payable by TRAI in addition to the above, should be clearly spelt out by the tenderers.

- i. \_\_\_\_\_  
ii. \_\_\_\_\_  
iii. \_\_\_\_\_

Signature of the Authorised Signatory

Name: \_\_\_\_\_  
Mobile/Tel No.: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Address: \_\_\_\_\_

Signature of the tenderer with seal

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032

**LETTER OF AUTHORISATION FOR ATTENDING BID OPENING**

Subject: Authorization for attending bid opening of Tender for Hiring of Vehicles

Following persons are hereby authorised to attend the bid opening for the tender mentioned above on behalf of \_\_\_\_\_ (Bidder) in order of preference given below:

Order of Preference	Name	Specimen Signature
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II

Alternate Representative  
Signatures of bidder

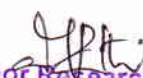
Or

Officer authorised to sign the bid documents on behalf of the bidder.

Note:

1. Maximum of two representatives will be permitted to attend bid opening. In case where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representative are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

Signature of the tenderer with seal

  
Senior Research Officer  
Telecom Regulatory Authority of India  
Regional Office,  
Room No.34, RTTC Building  
Gachibowli, Hyderabad - 500 032