

Draft for approval please
Registrar
13/07/15



जम्मू केंद्रीय विश्वविद्यालय

Central University of Jammu

Bagla (Rahya-Suchanni), District Samba-181143, Jammu (J&K)

Notice Inviting Tender : Open Tender

No. CUJ/EDP&PB-I/F. 04/T.N.02/2015-16

Scaled tenders in two bid system are invited for **hiring of vehicles (cars & buses)** from reputed firm and their authorised service providers to provide vehicles (cars & buses) on monthly and daily basis for the Central University of Jammu having valid registration. The detailed tender form can be had from the University through D.D. of Rs. 1,000/- drawn in favour of Central University of Jammu payable at Jammu or log on to University website www.cujammu.ac.in.

Last date for receipt of sealed tender : 10.08.2015 by 3:00 p.m.
Date of opening of technical bid : 10.08.2015 at 3:30 p.m.

Registrar

As per GFR, the closing date of the open tender should be after 21 days from the date of paper notification, accordingly the dates will be adjusted. The open tender may be notified in three daily national papers (Indian Express, Excelsior & Amar Ujala) and ITJ.

Assistant
13/7/15

Registrar
13/7/15

Deputy Registrar
(EDP&PB)
13/07/15

जम्मू केंद्रीय विश्वविद्यालय
Central University of Jammu

Bagla (Rahya-Suchanni), District Samba-181143, Jammu (J&K)
Tele: 01923 – 249657 & Website: www.cujammu.ac.in

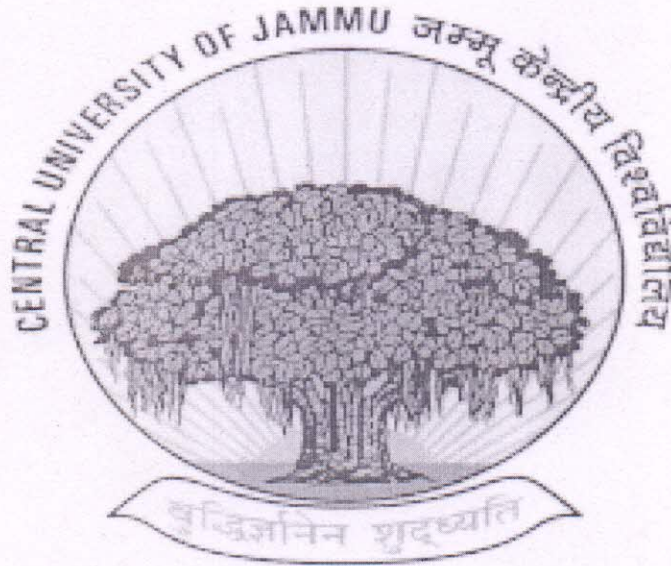
No: CUJ/EDP&PB-I/F. 04/T. No. 02/2015-16/

Date: July 2015

Cost of tender documents: Rs. 1,000/-

Issued to: M/s.

DOCUMENTS FOR
TENDER CUM RATE CONTRACT AND REGISTRATION OF FIRMS
TO HIRE THE VEHICLES (CARS & BUSES) FOR THE UNIVERSITY



Last date and time to submit the bids : 10.08.2015 by 03.00 p.m.

Date and time of opening of technical bids : 10.08.2015 by 03.30 p.m.

(in presence of the bidders) at Bagla (Rahya-Suchani),
District Samba – 181143, Jammu (J&K) Ph: 01923-249 657
& Website: www.cujammu.ac.in:

Chapter-I: Instructions to the bidders

1. **Preface:** The Central University of Jammu is presently functioning from two campuses, Administrative Block at Bagla (Rahya-Suchani), District Samba and Temporary Academic Block & Hostels at Sainik Colony, Jammu. The University intends to **hire vehicles (cars & buses)** from reputed firm and their authorised service providers having valid registration.
2. **Call for tender:** The Central University of Jammu invites sealed tender under two bids system from reputed firm and their authorised service providers having valid registration and to enter into agreement initially for a period of one year, the same can be extended to next years at the same rates, terms and conditions mutually agreed by both the parties. The requirement mentioned in the tender may increase or decrease. The firm will be required to provide vehicles (cars & buses) on short notice on monthly and daily basis to pickup students and staff from city to campus and to drop from the University to city.
3. **Submission of tender:** The sealed tenders are under **two bid system** viz. **Technical bid** [filled in Annexure-I duly signed & stamp, commercial terms & conditions, EMD, relevant documents & DD of Rs. 1,000/- (if downloaded tender form is used)] and **Financial bid** (indicating vehicle wise price as mentioned in Annexure-II), in two separate sealed envelopes and should be super scribed as technical and financial bids accordingly. Both the sealed envelopes should be kept in a third envelope on which it should be super scribed '**Tender for Hiring of vehicles**'.
4. **Quotation of vehicles:** The vender may quote for all type of vehicles / one type of vehicle of Annexure-I and should agree to accept any type of vehicle as per the criteria of lowest quoted bid for each vehicle. Unit prices are to be quoted both in figures and in words. In case of a discrepancy, that quoted in words / least will be taken as valid.
5. **Opening of bids:** Initially the technical bids will be opened and scrutinise. The firm, who meets the basic requirement as per documents furnished, may be invited for full fledge display / to present the vehicles. The University will not bear any cost for presentation of vehicles. The University may inspect the vehicles / visit the firm to ascertain the availability of vehicles. The University may shortlist three to four best performed firms. The financial bid will be opened for those firms who qualify technically and whose vehicles have been agreed up to the satisfaction level of the University. The decision of the University will be final in this regard.
6. **Selection of firm:** The firm will be selected among the shortlisted firm and vehicles will be considered on lowest quoted basis. Further, if the committee found that the service of lowest quoted firm is not satisfactory, the committee may recommend and consider to the next lowest quoted firm. The decision of the committee will be final in this regards. Further, if required, the University may hire the vehicles from other firms at the lowest quoted rates.
7. **Availability and submission of tender form:** The tender documents can be obtained in person from Estate Branch, Bagla (Rahya-Suchani), District Samba – 181143, Jammu (J&K) (Ph: 01923-249657) on payment of **Rs. 1,000/-** through DD favouring "Central University of Jammu" payable at Jammu during working hours (10:00 to 17:00 hrs). The tender form can be downloaded from University website www.cujammu.ac.in and to submit along with the cost of tender form of Rs. 1,000/- and EMD. The downloaded tender form without cost of tender form will not be accepted. Last date to submit the tender is **10 Aug 2015** by **3:00 p.m.** The filled in tender form can be dropped in tender box at the above

Handwritten signature

