

Quotation – Notice

**Subject: Annual Rate contract for Hiring of Taxi (Indica/Indigo/Swift Dzire/Innova).**

Sealed quotation are invited for hiring of Taxis under RATE contract from recognized, registered taxi operating firms for providing taxis for use within and outside Delhi. The rate may be quoted as per format attached (Annexure-II).

2. Interested agency/firm may send their quotation quoting rates at which they would be able to provide the taxi in the office of Central Zoo Authority, B-1 Wing, 6th Floor, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi, as per terms and conditions mentioned at Annexure-I.

3. The cover containing the quotations should be sealed and superscripted “Annual Rate contract for Hiring of Taxi” should be addressed to the Member Secretary, Central Zoo Authority, B-1 Wing, 6th Floor, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110003 and put in the letter Box kept in the Ground Floor, Paryavaran Bhawan, CGO Complex, New Delhi. The Quotation received after the last date and time prescribed would not be opened and would be summarily rejected. The schedule of receipt and opening of quotation is as under:-

Last Date and time for receipt of Quotation is 29<sup>th</sup> July 2016 (5.00 PM). And date & time of opening of Quotation is 2<sup>nd</sup> August 2016 (3.00 PM).

4. The quotations will be opened in the presence of the participating bidders or their authorized representative, who may like to be present at the time of opening the quotation.

5. This Authority reserves the right to reject/any/all tender (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

(V. P. Mehta)  
Finance Officer

Copy to:-

1. DPA, with request to upload this letter in the CZA website
2. As per list attached

**Terms & Conditions**

1. Vehicles in excellent running condition, having valid taxi permits should only be deployed by the Contractor. Deployed vehicles should have valid current comprehensive Insurance and road tax coverage, taxi permit etc.
2. The Rate Contract will be made initially for a period of one year.
3. Meter reading and starting time of the taxi will be reckoned from the place to be reported upon.
4. Vehicle duty slip in the prescribed format shall be maintained by the taxi driver for the duties performed. Entries should be correct and each entry should be got signed by the concerned CZA officials/user officer duly indicating opening and closing Km. reading with timing for using the vehicle. No payment will be made for the trip not signed by CZA official/authorized persons.
5. Payment shall be made within due course of time, after getting satisfactory service from service provider.
6. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account. The contract can be further extended for one year as the same terms and conditions subject to satisfactory service of the contractor.
7. Other State Taxes, toll taxes and Parking charge etc. if any will be borne by the Firm, which will be reimbursed on production of original copy of the receipt alongwith bill.
8. All requirements under various statutory laws including Contract Labour Act, Income Tax, Service Tax, etc. must be complied with. Any default will be liability of the firm and the firm shall be liable to reimburse any amount paid by the Authority by way of such a default, interest and penalties. The firm shall under take to furnish all the details as and when asked for by the Authority in this regard.
9. The driver deployed must be in good health, well mannered, well behaved and should perform the duties entrusted to him properly. He must possess a valid driving license.
10. The contract can be terminated by giving one month notice in writing by either party. In case of breach of terms and conditions, CZA reserves the right to terminate the contract without giving any notice.
11. Income Tax/Surcharge and other taxes will be recovered at source as per the rules in force.
12. In case of accident etc. CZA has no responsibility whatsoever towards Police/RTO authorities, court of law, injured parties, damage to the vehicle or property etc., all these are entirely the Contractor's responsibility.

13. The agency should have registration of PAN and TAN Number in the name of agency/owner.
14. The vehicles should be mostly of the following types - Indica/Indigo/Dzire/ Innova/Swift Desire etc. The model of the vehicles should not be prior to the year 2014.
15. Agency should have an established office in Delhi.

**Note:** Agencies which do not fulfill any or all of the above conditions or incomplete shall be summarily rejected.

**Quotation for Annual Rate Contract of Taxi Hiring**

S. No.	Vehicle	Local Tours		Local Tours		Out station		
		(Min 40 Kms. and 4 Hrs)	Rate if extra mileage & hours	(Min. 80Kms and 8 Hrs)	Rate if extra mileage & hours	Up to 250	Extra Km@	Night halt
1.	Indica (A/C)							
2.	Indigo (A/C)							
3.	Innova (A/C)							
4.	Swift Desire (A/C)							

**Nature of Tax applicable and Rate of tax:**

**Date:**

**Signature of the Firm /Owner of Agency with Seal**