

**Inviting Bid**

**To**

**OPERATE FOUR WHEELED ELECTRIC**

**VEHICLES**

**AT**

**AMBER FORT**



### Instructions to bidders:

The Department of Archaeology and Museums is desirous of introducing Four wheeled Electric Vehicle Tours on Elephant Route of Amber Palace. Accordingly Online Proposals are invited to select a suitable agency to operate electric vehicles at Amber Fort from companies/firms which are engaged in manufacturing/operating/running of four wheeled Electric Vehicles & having rich experience in the field and interested in operating/running of these vehicles at Amber Fort.

Bids are to be submitted duly digitally signed in electronic format only on the website <http://eproc.rajasthan.gov.in>. The Bid documents may be downloaded from above mentioned website.

1. बिड में भाग लेने वाले बिडर्स को इन्टरनेट साईट <http://eproc.rajasthan.gov.in> पर रजिस्टर करवाना होगा। ऑनलाईन बिड में भाग लेने के लिए डिजिटल सिग्नेचर सर्टिफिकेट इन्फोरमेशन टेक्नोलॉजी एक्ट-2000 के तहत प्राप्त करना होगा जो इलेक्ट्रॉनिक बिड में हस्ताक्षर करने हेतु काम आयेगा। बिडर्स को डिजिटल सिग्नेचर सर्टिफिकेट सी.सी.ए. (CCA) द्वारा स्वीकृत एजेन्सी से प्राप्त कर सकते हैं। जिन बिडर्स के पास पूर्व में वैध डिजिटल सिग्नेचर सर्टिफिकेट है, नया डिजिटल सिग्नेचर सर्टिफिकेट लेने की आवश्यकता नहीं है।
2. बिडर्स को बिड प्रपत्र इलेक्ट्रॉनिक फॉरमेट में उपरोक्त वेबसाईट की प्रक्रिया व शर्तों के अनुसार उपरोक्त वेबसाईट पर डिजिटल हस्ताक्षर के साथ प्रस्तुत करना होगा। जिनके प्रस्ताव डिजिटल हस्ताक्षर के साथ नहीं होंगे, उनके प्रस्ताव स्वीकार नहीं किये जायेंगे।
3. इलेक्ट्रॉनिक बिड प्रपत्र को अपलोड करने से पूर्व बिडर्स यह सुनिश्चित कर लें कि बिड प्रपत्र से संबंधित सभी आवश्यक दस्तावेजों की स्कैन कॉपी बिड प्रपत्रों के साथ संलग्न कर दी गई है।
4. बिडर्स द्वारा यदि इलेक्ट्रॉनिक बिड प्रपत्र अपलोड करने में देरी हो जाती है तो उसके लिये यह विभाग जिम्मेदार नहीं होगा।
5. बिड प्रपत्र की सभी सूचियों को सम्पूर्ण रूप से भरकर ऑनलाईन अपलोड करें।
6. ऑनलाईन बिड भरते समय संबंधित निर्देशों की पालना नहीं करने के परिणामस्वरूप बिड प्रक्रिया में उत्पन्न किसी प्रकार की बाधा के लिए यह विभाग जिम्मेदार नहीं होगा।
7. बिड जारी करने के उपरान्त बिड शर्तों में संशोधन वेबसाईट <http://museumsrajasthan.gov.in>, <http://eproc.rajasthan.gov.in>,



<http://sppp.rajasthan.gov.in> पर ही जारी किये जायेंगे। बिडर्स द्वारा वेब (ई-मेल) पर संशोधन/स्पष्टीकरणों को प्राप्त नहीं करने के संबंध में किसी भी दावे को स्वीकार नहीं किया जायेगा।

8. बिड फॉर्म दिनांक 27.03.2017 को सांय 5.00 बजे तक डाउनलोड किये जा सकेंगे। ऑनलाईन बिड फॉर्म अपलोड करने की अंतिम तिथि 28.03.2017 दोपहर 12.30 बजे तक होगी। तकनीकी बिड उपस्थित बिडदाताओं के समक्ष 28.03.2017 को दोपहर 3.30 बजे इस कार्यालय में खोली जायेगी। बिड खोलने की दिनांक को राजकीय अवकाश होने पर तकनीकी बिड अगले कार्य दिवस को उसी स्थान/समय पर खोली जायेगी। अपूर्ण एवं देरी से प्राप्त बिड पर कोई विचार नहीं किया जायेगा। बिड प्रतिभूति राशि रुपये 74,000/- का बैंकर चैक/डी.डी. एवं बिड फीस राशि रुपये 1000/- का बैंकर चैक/डी.डी. जो कि निदेशक, पुरातत्व एवं संग्रहालय विभाग के पक्ष में जारी हुये हो, तथा बिड प्रोसेसिंग फीस राशि रुपये 500/- का बैंकर चैक/डी.डी. जो कि एम्.डी. आर.आई.एस.एल., जयपुर के पक्ष में जारी हो, को दिनांक 28.03.2017 को दोपहर 2.30 बजे तक इस कार्यालय में आवश्यक रूप से जमा कराना होगा, अन्यथा बिड पर कोई विचार नहीं किया जायेगा।
9. उपरोक्त वाहन संचालन की न्यूनतम मासिक लाईसेन्स फीस रुपये 50,000/- होगी। सफल बिडदाता से प्राप्त मासिक लाईसेन्स फीस में अनुबंध अवधि के दौरान प्रत्येक वर्ष की समाप्ति पर 10 प्रतिशत की वृद्धि की जावेगी।
10. Bidder shall furnish correct, true and complete information in its bid form and annexure, If it is found at any stage that the information so furnished is not complete and true and/or any significant information has been knowingly suppressed, the Director, A&M will have the right to reject the bid/ terminate the contract at any time without any notice or compensation.
11. Initially the quantity of electric vehicles will be a minimum of 10 and Maximum of 25 number to begin with, which shall be increased depending upon the requirement. Their number will be determined by the department.
12. The work would involve Procurement, operation, maintenance & running of these vehicles on daily basis from post elephant rides to the monument closing time or as decided by the Department for a period of 5 years from the date of signing of the agreement.

### 13. Eligibility

1. The bidder may be a company or firm or a consortium of Company/Firm engaged in manufacturing/ operating/ running of four wheeled electric vehicles.
2. The bidder should have an average annual turnover of minimum Rs. 1.00 Crore over the period of last 3 years. (The bidder's turnover should be duly authenticated and attested by a qualified Chartered Accountant).
3. The bidder should have a networth of minimum Rs. 1.00 Crore (The bidder's networth should be duly authenticated and attested by a qualified Chartered Accountant)



4. The bidder should have at least 1 year's experience in manufacturing/operating/running such vehicles. (The bidder should submit the supporting documents to prove their experience)
5. The bidder will have to demonstrate successful trials of the vehicles, he proposes to deploy.

Above eligibility criteria can be fulfilled either by the bidder on its own or alongwith consortium partners.

#### **14. Bid Process-**

The application will have to be submitted separately in two parts i.e. Part (A) and Part (B).

**Part -A (Technical Bid)** : Part - A (Technical Bid) will contain the documented proof of company's capability in the field.

The technical bid duly filled in the annexed format must be supplemented with the Copy of PAN card, Service Tax Registration, Annual turnover certificate, Registration copy of company/firm, Net worth certificate, other Credentials in support of experience along with the details.

Technical bid shall contain the Firm's detailed balance sheet, P&L statement for the last 3 financial years. Firm should attach the documents of turnover and networth duly authenticated and attested by the qualified CA.

Scanned copies of DD for bid security, bid fees, bid processing fee shall be uploaded along with the technical bid.

**Part -B (Financial Bid)**: Part B (Financial) will contain only the financial bid. Bidder may quote any amount higher than the minimum license fee (Rs. 50,000/-) prescribed by the Department as license fee. Financial Proposals of the bidders, who are found technically qualified and have successfully demonstrated trial of the vehicles before the committee (if desired) will be opened in the presence of the qualified bidders. Department will intimate the date and time of opening of the financial proposals on the

website: <http://museumsrajasthan.gov.in>, <http://eproc.rajasthan.gov.in>,  
<http://sppp.rajasthan.gov.in>

Financial bid has to be uploaded separately only in the form of Excel sheet. It should not be uploaded alongwith the Technical bid.

#### **15. Terms and Conditions to the bid-**

1. Complete details about the bidder including experience etc., along with details of their experience in this field, should be attached including all the enclosures/testimonials/documents/photographs etc., as detailed under the

eligibility conditions. Technically qualified bidder will have to demonstrate successful trials of the vehicles. Department may ask for presentation before the committee on the experience and safe operation of electric vehicle by the company.

2. The minimum License fee for running up to 25 such vehicle daily at the monument is Rs. 50,000/- per month. Bidder may quote higher rate than the minimum License fees.
3. The license fee shall be deposited by the successful bidder on monthly basis by 7<sup>th</sup> of successive month, failing which interest @ 18% per annum will be charged. The 7 day's grace period is admissible only when the licensee fees has been deposited by 7<sup>th</sup> of successive month otherwise interest shall be charged from first day of successive month.
4. The license fees shall be increased by 10% every year over & above that of the previous year.
5. In case Bidder deploys (with the permission of Director, Archaeology and Museums or its authorized representative) more than 25 "four wheeled Electric Vehicle" then the approved license fee shall be enhanced on proportionate basis, as the quoted license fee is applicable for maximum 25 vehicles.
6. The performance security @ 10% of the contract value in the form of demand draft in favor of Director, Archaeology & museums Rajasthan Jaipur shall be deposited at the time of execution of the agreement. Performance Security shall be returned after satisfactory completion of the agreement period. Department is not liable to pay any interest on performance security amount.
7. The performance security shall also be increased @10% per year. The successful bidder has to deposit the difference amount before the beginning of every next year of this contract.
8. If bidder fails to operate the desired number of vehicles in prescribed period then performance security will be forfeited. As regards reason for non-operation, the case shall be disposed of on merits by the Director, Archacology and Museums.



9. The successful bidder shall be free to determine the fare under intimation to the department. The rate so determined shall have to be clearly displayed on notice board at the designated place/stand.
10. Any misconduct of the successful bidder, if proven, may on its discretion, department may terminate the services of the firm, without any prior notice.
11. The bidder shall not transfer or sublet the assigned work /services.
12. The bid security taken from a successful bidder shall be forfeited, if the successful bidder does not execute the agreement or does not deposit the Performance Security Amount within the specified period in the work order.
13. The successful bidder will be responsible for managing the activities of its personnel and will hold itself responsible for any misdemeanours.
14. Successful bidder shall have to submit police verification report within a month of all the employees deployed to run and supervise the vehicles.
15. No person other than those intimated to this department along with their police verification shall be engaged in the operation of four wheeled Electric Vehicle at Amber Fort.
16. No vehicle other than those intimated to this department along with their Registration Number shall be engaged in the operation.
17. The successful bidder/ licensee shall strictly adhere to the provisions of The Rajasthan Monuments, Archeological Sites and Antiquities Act, 1961 and The Rajasthan Monuments, Archeological Sites and Antiquities Rules, 1968 and any other orders, circulars, as notified by the Department of A&M, Government of Rajasthan and as amended from time to time.
18. The permissible seating capacity of four wheeled Electrical Vehicle to be operated at Amber fort is 6 to 8. The Vehicle should have seating capacity within the permissible limit of passengers.
19. The overall vehicle design shall meet all the requirements of safety (of the vehicle passengers, luggage and the driver) reliability, repeatability, efficiency, strength and smoothness in riding, passenger comfort in entering the vehicle, sitting at steady state and during ride, getting down from the vehicle, keeping the luggage etc. The vehicle shall not be noisy to cause discomfort for the passengers. It should have sufficient precautions not to cause any electric shock

to the passengers as well to the driver. It should have the proper control and instrument panel to indicate the speed/ appropriate state of charge of the battery (in the form of remaining charge or kilometres it can run), etc. It should have proper braking system with antiskid device for a safe and comfortable journey, suspension system, start and stop buttons, key front and back light with parking light, power supply system for these auxiliaries and proper covered battery compartment not to cause any problem/ discomfort for the passengers. There shall be sufficient number of handle to ease passenger entry and ride. It shall have sufficient height and shall be giving proper protection to the passengers from the direct sunlight and rain. The vehicle integration, packaging of electrical and electronic wires and devices shall be such that the vehicle can run even in rainy season/during the rain without any problems. The operator has to equip the driver and vehicle with walkie-talki and GPS enable system.

20. The "four wheeled Electric Vehicle." should have all the necessary certification from the Competent/ Regulatory Authorities in the Government of Rajasthan/Government of India, so as to satisfy the required performance of the vehicle as a whole and also for the major components used in it such as the motor, battery, motor controller, mechanical power transmission system, its body, other auxiliary systems such as brakes, lighting and control, etc. The ~~operator~~ operator has to produce an affidavit to the effect that the vehicles deployed comply with all the safety/regulatory standards in force and if any new regulation is made effective during currency of the contract the operator shall immediately comply with the new regulation/safety standards.

21. All the vehicles should have valid documents required to be obtained from the relevant departments/ authorities as per the laws/ regulations in force from time to time.

22. The Successful bidder's vehicle should possess valid comprehensive insurance. The operator must ensure an insurance cover of minimum Rs. 300,000 for accidental death of any individual and adequate coverage for accidents involving injury, incapacitation while travelling/riding on such vehicles. Department will not be responsible for any type of causality with tourists.

#### **16. Process of Selection and evaluation of the Technical & Financial Bid**

The bidders found technically qualified and have successfully demonstrated



trial of the vehicles before the committee (if desired) and one who has proposed to give the highest license fee to the department will be selected for operating four wheeled Electric Vehicle at Amber Fort.

### **17. Other Terms & Conditions**

1. Department will take no liability of the employees to be engaged for the operation and management of such vehicles. The terms and conditions and time schedule of monument has to be followed strictly, failing which the operational agreement will be cancelled. The term of contract for operation of four wheeled Electric Vehicle will be for 5 years only which may be renewed for another five years on same terms and conditions. The Department reserve the right to enter into a fresh contract by way of open bid or other suitable method and not to extend this contract. The operational agreement may be cancelled by issuing three month prior notice from either end.
2. All expenditures on procurement, operation, maintenance etc. of the "four wheeled Electric Vehicles " shall be borne by the successful bidder/ licensee. No payment will be made by Department and all the liabilities of taxes/ levies etc shall be borne by the successful bidder.
3. Department will only allow the successful bidder ~~to~~ ~~to~~ ~~operate~~ and run these vehicles. The successful bidder shall ensure not to operate the vehicle beyond a defined route. Space for charging station shall also be given by the department. The electricity charges to be borne by the operator/ licensee as per the prevalent rules/ regulations. No other responsibility will be taken by the department.
4. An Agreement will be signed between the successful bidder and the Director, A&M on a non-judicial stamp of specified value at bidders cost.
5. Director, Archaeology & Museums reserves the right, without any obligation or liability, to accept or reject any or all of the proposals at any stage of the process, to cancel or modify the process, or any part thereof, or to vary any of the terms and conditions at any time, without assigning any reasons whatsoever.
6. If the firm fails to provide services of operation of Four Wheeled Electric Vehicles for any day during the currency of contract period, then a penalty @ Rs. 3000/- per day (three Thousand rupees per day) shall be charged.





7. Department of Archaeology and Museums, (Director, A&M) reserves all rights to terminate the contract at any level in case of non-satisfactory performance and violation of any of the Terms and Conditions of the contract. The contract may be terminated by Director, A&M at any time without prior notice, in case of any urgency.
8. As the contract is likely to endure for a period of more than 3 years therefore Government of Rajasthan has an unconditional power of revocation or cancellation at any time on the expiring of 3 month notice to that effect.
9. Department of Archaeology & Museums reserves the right to engage in parallel one or more other firms, if and when required, through separate tenders to provide similar service at the same or higher licence fee.
10. All legal proceedings arising out of any dispute between both the parties regarding a contract shall be settled by a competent court having jurisdiction of Jaipur only.
11. The provisions related to labour law/Act and other laws/rules in force shall be applicable. Bidder shall be responsible for compliance/to abide with the provision laid down in the relevant Acts/Rules.

Prior to submission of bid, a potential bidder may visit the site on any working day with a prior intimation to any official as detailed below. For any further details, the following official may be contacted –

**Superintendent, Amber Fort – 0141- 2530293 (Office.)**

**18. Any person participating in a procurement process shall-**

- (a) Not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process.
- (b) Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation.
- (c) Not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process.
- (d) Not misuse any information shared between the procuring entity and bidders with an intent to gain unfair advantage in the procurement process.
- (e) Not indulge in any coercion including impairing or harming or threatening to do the same directly or indirectly to any party or to its property to influence the procurement process.
- (f) Not obstruct any investigation or audit of a procurement process.
- (g) Disclose conflict or interest if any and

- (h) Disclose any previous transgressions with any entity in india or any other country during the last three years or any debarment by any other procuring entity.

**19. Conflict of interest :-**

The bidder participating in a bidding process must not have a conflict of interest.

A conflict of interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities contractual obligations or compliance with applicable laws and regulations.

A bidder may be considered to be in conflict of interest with one or more parties in a bidding process if including but not limited to :

- (a) Have controlling partners/shareholders in common or
  - (b) Receive or have received any direct or indirect subsidy from any of them
  - (c) Have the same legal representative for purposes oth bid
  - (d) Have a relationship with each other, directly or through common third parties that puts them in a position to have access to information about or influence on the bid of another bidder or influence the decisions of the procuring entity regarding the bidding process
  - (e) The bidder participates in more than one bid in a bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the bidder is involved. However this does not limit the inclusion of the same subcontractor not otherwise participation as bidder in more than on bid
  - (f) The bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods, works or services that are the subject of the bid.
  - (g) Bidder or any of its affiliates has been hired (or is proposed to be hired) by the procuring entity as engineer-in-charge/consultant for the contract
20. Grievance redressal during procurement process shall be as per annexure-C of RTTP rules. The first appellate authority is Director, Archaeology and Museum and second appellate authority is A.C.S. Art and culture.

Director, Archaeology & Museum, Rajasthan, Jaipur will have the right to cancel/postpone/extend/modify this EoI, thus published, without showing any cause to anyone. However, any communication related to cancellation/ postponement/ extension/modification will be published on the official websites : [www.museumrajasthan.gov.in](http://www.museumrajasthan.gov.in), <http://eproc.rajasthan.gov.in> and <http://sppp.raj.nic.in>

  
Director,

Archaeology & Museum Department,  
Rajasthan, Jaipur

**Declaration by the Bidder**

In relation to my/our Bid submitted to .....for procurement of  
..... in response to their Notice inviting Bid No.  
..... Date ..... I/we hereby declare under Section 7 of Rajasthan  
Transparency in Public Procurement Act, 2012, that :

- 1- I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity.
- 2- I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document.
- 3- I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons.
- 4- I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings.
- 5- I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document which materially affects fair competition.

Date :  
Place :



Signature of bidder  
Name :  
Designation:  
Address:

**OFFER FORM  
PART - I**

**Technical offer for operating four wheeled electric vehicles  
at Amber Fort**

1. Name of Company/Firm.....
2. Address & Contact Numbers.....
  - (a) Registered Office:.....
  - (b) Local Office:.....
  - (c) Registration No. of Applicant Firm:.....
  - (d) Email & Mobile :-.....
  - (e) PAN NO:.....
3. Details of Bid security deposited :
  - (a) Amount deposited.....
  - (b) Draft No/cash receipt no .....
4. Detail of Turnover and Net worth in the following format :-

S.No.	Particulars	Year	Amount in Lakhs	Page no. of referred document submitted	Remarks
1	Turnover	2013-14			
		2014-15			
		2015-16			
		Total			
		Average turn-over per year			
2	Net worth	2015-16			

4. Detail of Experience:-

S.No.	Particulars of Places where such operations are/were in place	No. of Years (Bidder Experience)	Duration from - to	Page no. of referred document submitted	Remarks
1.					
2.					
3.					

**Note:-** Bidder's Turnover and Net worth documents should be duly attested and certified by a qualified Chartered Accountant.

- I do hereby confirm that the vehicles proposed to be deployed by me fulfils all the technical specifications desired in the bid

The information furnished above is true to the best of my knowledge. The terms and conditions of the offer document have been read and understood by the undersigned and a signed copy of the same is enclosed as confirmation.

Date:



(Signature of authorized signatory)  
Name & Designation  
Seal of Company

(Attach copy of Audited Balance sheet of last 3 years)

**PART – II**

**Proposal for operating four wheeled electric vehicles at  
Amber Fort**

**FINANCIAL BID**

1. Name of Company/Firm .....
2. Address & Contact Nos. ....  
.....  
.....
3. Proposed financial offer ..... (per month)

(Minimum license fee that can  
be quoted is Rs. 50,000/- i.e. Rs.  
Fifty Thousand only)

**Note :- This form is indicative only. Financial bid has to be  
uploaded separately only in the form of Excel sheet. It should not  
be uploaded alongwith the Technical bid.**

(Signature of authorized signatory)  
Name & Designation  
Seal of Company

