

Principal's Office

Bakhtiyarpur College of Engineering,
(Champapur, Dedaaur, Bakhtiyarpur-803212)
(Under Department of Science, Technology and Technical Education, Bihar, Patna)

Tender Document



**For Hire Vehicle for
Principal and
Official Purpose
In the financial Year 2025– 26**

Tender No.:

Tender Start date:- 30.06.2025 to 04.07.2025

Last Date of submission:- 05.07.2025

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Principal
Bakhtiyarpur College of Engineering
Bakhtiyarpur

IMPORTANT INFORMATION

1. Non-Refundable Tender Cost :

Rs. 1000/- only through demand draft from a Nationalized Bank, drawn in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur**, payable at **Bakhtiyarpur**.

2. Sale of Tender Document :

10.00 am to 5.00 pm on all working days starting from 30/06/2025 to 04/07/2025 from the office. of Principal, Bakhtiyarpur College of Engineering, Champapur, Dedaur, Bakhtiyarpur-803212

3. EMD :

Rs. 5,000/-(Five thousand Only) in the form of demand Draft from a nationalized bank in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur**, payable at **Bakhtiyarpur**.

4. Last Date of Submission of Tender Document :

On or before 05/07/2025 up to 04:00 pm by Indian post office/Speed Post/Registered Post in the office of the Principal, Bakhtiyarpur College of Engineering, Champapur, Dedaur, Bakhtiyarpur-803212

5. Opening of Tender Bids :

11.30 am on 07/07/2025.

6. Address for Correspondence and Clarification:

Principal
Bakhtiyarpur College of Engineering,
Champapur, Dedaur, Bakhtiyarpur-803212, (BIHAR)

Principal

Bakhtiyarpur College of Engineering
Bakhtiyarpur

Name of Organization-

Short Tender Notice For Vehicle

Short Tender Notice no:-BCE/VEHICLE/2025-26/04, Date-03.06.2025

Sealed Technical and Financial bids are invited from any service provider or owner for providing vehicle round the clock for Principal and Office use of the BCE, Bakhtiyarpur for annual contract period of one year, by Registered post /speed post.

Last date of submission: 05.07.2025.

Opening of tender:7th July 2025 at 11:30 A.M. at Principal Chamber, BCE, Bakhtiyarpur, Any Change in date will be intimated through Website.

INSTRUCTIONS TO BIDDERS

All interested vendors are requested to send their sealed quotation for supply of the above item under two bid systems in the following manner:

- a) Envelope — I: Technical Bid.
- b) Envelope — II: Financial Bid.

NOTE: The bid documents are not transferable and the firm's seal and signature of the authorized official must appear on all papers and envelopes submitted.

Both the envelopes should be sealed, signed, marked and kept in a bigger envelop super scribed with the Tender Reference No. and Tender notice detail as appended hereunder.

TENDER for Vehicle

SHORT TENDER REF. NO: BCE/VEHICLE/2025-26/04 LAST DATE FOR SUBMISSION: 05.07.2025

The Principal

From:

M/S -----

Contact No:-----

E-mail ID:-----

I. Terms & Conditions for Vehicle

1. Any person/vehicle owner/registered travel agents may apply. They have to submit all documents as per format of Technical Bid and financial Bid.
2. The vehicle should be in good condition. Comparatively new vehicles and of higher model will be given priority.
3. The tender fee of Rs. 1000/- (One Thousand Rupees only) and E.M.D. of Rs. 5,000/- (Five Thousand Rupees only) -only in the shape of demand draft separately on any nationalized bank in favor of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur** payable at **Bakhtiyarpur** should accompany tender paper. Without EMD will be ignored straightway.
4. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.
5. The contract will be kept valid for a period of one year which can be extended on mutual consent basis on the same terms and conditions for further one year (max two times)
6. Vehicles deployed should be in good running condition and should have commercial registration, current comprehensive insurance and road tax coverage, permit, fitness and driving license of driver etc.
7. Vehicle owner should keep the vehicles in neat, clean and good running conditions with sheet cloth covers, which should be replaced with another set of washed covers once in a week. The vehicle owner should carry out the periodical maintenance of the vehicles supplied and insure them always in good condition.
8. All payment towards lubricants, repairs, insurance, any taxes etc and any other expenditure related to vehicles is the vehicle owner sole responsibility, all payment to the driver towards their salary, overtime etc is also the vehicle owner responsibility.
9. Payment will be made on submission of bills and Allotment issued by the Department.
10. The vehicle owner can be terminated by giving one month's notice in writing by either party. In case of breach of terms and condition, BCE, Bakhtiyarpur, reserves the right to terminate the contract without giving any notice.
11. In case of accident etc. BCE, Bakhtiyarpur has no responsibility whatsoever towards, police/RTA, court of law, injured parties, damages to the vehicle or property or any claim made for the loss etc. All these are entirely the vehicle owner responsibility.
12. Any deviation/Violation or breach of the said terms and condition will be viewed seriously, and the vehicle owner will be terminated without prior notice.
13. BCE, Bakhtiyarpur reserves the right to accept or reject any tender or part of any tender or all tenders without assigning any reason thereof, irrespective of the fact whether the tender is the lowest or not.

14. The maximum limit for quoted amount will be 40,000/- per month including fuel for 1500 Km lubricants, all taxes, including GST, Toll Tax, maintenance cost and monthly wages of Driver etc.
15. In case vehicle owner refuses to supply vehicles ordered by BCE, Bakhtiyarpur, it will be viewed seriously, and contract will be terminated without giving any notice and their security money will be seized.
16. The person/vehicle owner/travel agent are directed to submit Technical & Financial Bid in separate envelope. The Financial Bid will be open only to technically qualified vendor.
17. The evaluation of tender will be done by the committee on the basis of weightage to Technical and Financial Proposal.
18. The division of weightage of Technical and Financial Proposal will be 50 marks and 50 marks respectively.
19. Technical weightage of 50 marks will be further divided between Age of vehicle- Maximum 30 marks in and Price of vehicle- Maximum 20 marks. The marks for Technical Proposal will be evaluated as per evaluation sheet A.
20. The lowest financial proposal (Fm) shall be given financial score (Sf) of 50 points. The financial score of the proposals shall be computed as follows:-
 $Sf=30 \times Fm/F$
(F - Amount of financial Bid).
21. The Formula for Final score (F+T)
Where, T= Marks awarded for Technical Proposal
F= The marks awarded for financial proposal
22. The work shall be awarded to that technically qualified bidder who secure higher marks in technical proposal and financial proposal combine.
23. After evaluation of Bid, the successful bidder will be informed separately.
24. The agencies must put their initial on each page submitted. All pages must be numbered and a note of this should be mentioned on covering letter. The Terms & Conditions duly signed should be attached with tender paper.
25. The supply of vehicle has to start services within 07 days of intimation. The tenderer may change vehicle of Quoted in tender by comparatively newer and higher model.
26. The full E.M.D. shall be forfeited in case of backing out of the offer before acceptance.
27. In case two or more bidders achieve same combined score, the bidder who's Financial Proposal shall result in least cost to BCE, Bakhtiyarpur shall be declared as selected bidder eligible for award of Contract. In case the Financial Proposal is minimum of two or more bidder, then tender will be executed through Lottery and the entire process will be Videographed.

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II The evaluation parameters will as follow:

A. Technical Evaluation: Total Marks: 50 marks

1. Age of Vehicle: 30 Marks

Criteria	If Age of Vehicle < 01 (One Months)	If Age of Vehicle between 01 months to 12 Months)	If Age of Vehicle between 12 months to 24 Months)	If Age of Vehicle between 24 months to 36 Months)	More than 36 Months
Marks	30	25	12	6	0

Marks obtained:

2. Price of Vehicle: 20 Marks

Criteria	If Price of Vehicle is more than 15 Lakhs	If Price of Vehicle between 12 Lakhs to 15 Lakhs)	If Price of Vehicle between 10 Lakhs to 12 Lakhs)	If Price of Vehicle between 8 Lakhs to 10 Lakhs)	Less than 8 Lakhs
	20	15	10	5	0

Marks obtained:

Sub Total (Technical Proposal)

B. Financial evaluations Total : 50 Marks

Total Marks Obtained based upon clause 20

Grand Total as per Clause 21

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Annexure-I

Technical bid documents

S.NO	Enclosure	Enclosed Yes/No
1	Copy of Motor vehicle registration Certificate	
2.	Copy of Latest Pollution Test	
3	Copy of Road Tax	
4	Copy of Vehicle fitness	
5	Proof of Price of Vehicle (invoice)	
6	Proof of Vehicle Insurance	
7	Income Tax PAN of Agency/Individual	
8	G.S.T Certificate of Agency/Individual	
9	EMD Details	

(Signature & Seal)

Note :- In case of new vehicle which is proposed to be supplied Sl no 1 to 6 is not mandatory. However it needs to be provided before supply of vehicle. In this respect a declaration need to be given.

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Annexure II

Financial Bid for supply of Vehicle (Please provide in a separately sealed envelope)

Technical +Financial Bid (A+B)					
Name of Bidder					
Sl. No	Description of Man Power Deployed	No.	Unit	Quoted Rate (in Rs.) inclusive of all taxes duty	Quoted Amount in Words
1	2	3	4	5	6
1	Vehicle for Principal and Official use including fuel for 1500 Km lubricants, all taxes, including GST, Toll Tax, maintenance cost and monthly wages of Driver	1	Per Month		

(Signature & Seal)

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