

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SRI CITY CHITTOOR

NIT.No: IIITS/NIT/Transport/2021/011/01

PART – A (TECHNICAL BID)

ANNEXURE I

UNDERTAKING FORM

To
The Registrar I/c.
IIIT Sri City Chittoor
PIN:517646

Dear Sir,

I / We read the conditions from the tender including general / special conditions etc and hereby agree to abide by the said conditions. I / We also agree to keep this tender open for acceptance for a period of 90 (Thirty) days from the date of opening. I / We will be liable for forfeiture of my / our "SECURITY DEPOSIT" to IIIT Sri City Chittoor, in case I / We could not execute the awarded work and fail to abide by the terms and conditions of the awarded contract. I / We will execute the work as per the rates quoted in the attached schedule for the entire period of contract and are bound to undertake work from the stipulated date on issue of letter of award. A sum of ₹25,000/- (Rupees Twenty Five thousand only) is forwarded as Earnest Money Deposit in the form of RTGS / NEFT No._____ dated_____. The full value of the Earnest Money Deposit shall stand forfeited if, I / We do not commence the work within the specified time after issue of the letter of acceptance or do not at all execute the work until formal agreement is executed, this acceptance of tender shall constitute as binding contract on us

Datedday of.....2021

Signature of the bidder with seal.....

In the capacity of duly authorized to sign Tenders on behalf of

.....

Address of the bidder:

.....

Witness:

Signature.....

Indian Institute of Information Technology Sri City, Chittoor

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ANNEXURE – II

BASIC DETAILS TO BE FURNISHED BY THE BIDDERS

All conditions shall also be indicated In this part. Deviations, if any, to our specifications shall be brought out very clearly. Tenderers shall mention point-wise confirmation with regard to technical specifications given in our Enquiry. Price details should not be shown in this part

1. General Particulars of the Bidder:

A	Name of the Bidder	
B	Full Address	
C	Phone/Fax Number	
D	Email	
E	Contact person with name and mobile number	
F	Legal entity of the bidder whether Firm /Society / Company/other entity	
G	Registered Office with address and Regn.No.and authority with whom registered	
H	License No. Of the Bidder and issuing authority	
I	Name and address of the bankers of the Bidder	
J	List of major cities where agency has office in India	
K	No. of years of experience in the field of hiring buses.	
L	List clients, including Govt/Semi Govt./ PSU/ Banks etc (enclose client satisfaction certificates from at least 3 years from 2016 to 2021)	
M	Please indicate whether the bidder is readily having the 2013 or later model Non-A/c. buses (provide Regn No.) at the disposal of IIIT Sri City Chittoor	
N	Any other relevant information to be submitted.	

Detail of Vehicles owned by the Bidder
(Non-Ac buses)

Sl. No	Vehicle Regd. No. and Vehicle Model	Type of vehicle	Name of Regd. Owner	Date of Registration	Seating Capacity	Insurance Validity	Chassis No/Engine No.	Fitness Validity	Tax Validity	Road Permit Validity

2. Details of statutory compliance (enclose copy of certificates):

A	Valid License/Regn No.	
B	Regn. No. (under shops and establishment Act) with labour commissioner	
C	EPF Regn.No.	
D	ESI Regn.No.	
F	GST Regn.No.	

3. Details of Financial Status: (enclose the supporting documents)

A.	PAN/TAN No.	
B	Annual Turnover of last 3 years. Proof of IT Return and Audited Statement of Accounts to be attached (
C	Banker's details (Name, Branch, Account No.etc)	

4. Any other details/comments

This is to certify that the above facts are true, complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice. I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Signature of Bidder with date

Name & Address of Bidder

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Note : i) Authenticated certificates, testimonials and proof of experiences to be produced in support of information furnished above.

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ANNEXURE – III

Declaration regarding black-listing and/ or litigations

I/we hereby declare that our firm/Bidder is not black-listed by any Ministry or Department of Central Government/State Government or PSU or other bodies under the Central Government/State Government. I/we further declare that no criminal case is registered or pending against the firm/company or its owner/partners/directors anywhere in India.

Date the day of 2021

Signature of Bidder with date

Name & Address of Bidder

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Indian Institute of Information Technology Sri City, Chittoor

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PART – A (TECHNICAL BID)

ANNEXURE – IV

BALANCE SHEET DETAILS

(Amount in INR Lakhs)					
Particulars	←----- Financial Year-----→				
	2016-17	2017-18	2018-19	2019-20	2020-21 (provisional)
Total Revenue					
Total Expenses					
Profit before tax					
Profit after tax					

(Enclose copies of audited balance sheet for the years up to March 2020 and Trial Balance, certified by a Chartered Accountant for the year 2021 on the letterhead of firm/CA)

Signature of Bidder with date

Name & Address of Bidder

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ANNEXURE – V

Proof for payment of Service Tax/GST

(During the three financial years out of five financial years (from 2016-17 to 2020-21))

Financial Year	Taxable Value (Rs.)	Service Tax / GST paid (Rs.)
2016-17		
2017-18		
2018-19		
2019-20		
2020-21 (Provisional)		

(Please enclose copy of Service Tax/GST Return & payment receipts)

Proof for payment of Income Tax

(During the three financial years out of five financial years (from 2016-17 to 2020-21))

Financial Year	Assessment Year	Gross Income (Rs.)	Net Income (Rs.)	Income Tax paid (Rs.)
2016-17	2017-18			
2017-18	2018-19			
2018-19	2019-20			
2019-20	2020-21			
2020-21 (Provisional)	2021-22			

(Please also attached form 26AS downloaded from TDS Centralized Processing Cell of Income Tax Department)

Signature of Bidder with date

Name & Address of Bidder

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ANNEXURE – VI

DETAILS OF EXPERIENCE IN THE TOUR AND TRAVELS BUSINESS IN PROVIDING BUSES TO THE GOVERNMENT DEPARTMENTS/ PSUS/ AUTONOMOUS BODIES/PRIVATE SECTOR/RENOWNED EDUCATIONAL INSTITUTIONS ETC. WITH SATISFACTORY SERVICE PERIOD SHOULD BE BETWEEN YEARS 2016 TO 2021.

S.No.	Name and Address of Institution/Organization in providing buses	Period of service		Seating Capacity
		From	To	

Please attach:

- a) Work order copies
- b) Details of contact person Name, Designation, Mobile number
- c) For Completed work –Testimonial from Institution served

Signature of Bidder with date

Name & Address of Bidder

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PART – A (TECHNICAL BID)

ANNEXURE – VII

PERFORMANCE REPORT IN THE TOUR AND TRAVELS BUSINESS IN PROVIDING BUSES TO THE GOVERNMENT DEPARTMENTS/ PSUS/ AUTONOMOUS BODIES/PRIVATE SECTOR/RENOWNED EDUCATIONAL INSTITUTIONS ETC. WITH SATISFACTORY SERVICE PERIOD SHOULD BE BETWEEN YEARS 2016 TO 2021.

(To be issued by the organization where facility is being provided)

1. Name of the Owner :
2. Name of the Company/Firm & Location :
3. Name of organization where bus services are provided :
4. Name and contact No. of the person in the Organization for verification :
5. Date of award of contract :
6. Date of expiry of license/completion of contract :
7. Performance Report

a)	Quality of bus	:	Excellent / very Good / Good / Fair / Poor
b)	Resourcefulness	:	Excellent / very Good / Good / Fair / Poor
c)	Interpersonal relationship	:	Excellent / very Good / Good / Fair / Poor
d)	Punctuality and Maintaining hours	:	Excellent / very Good / Good / Fair / Poor
e)	Regularity in paying dues	:	Excellent / very Good / Good / Fair / Poor

Date:

(Signature with Name, designation and
Seal of the organization)