



TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION LTD.

(TIDCO)

Tender

For

Selection of Agency for providing

3 Scorpio & 6 Bolero A/C SUV vehicles on monthly rental basis

2023-2024

Managing Director

Tamilnadu Industrial Development Corporation Limited

19-A, Rukmini Lakshmi pathi Salai

Egmore, Chennai –600 008

Disclaimer

Information contained in this Tender document and/or subsequently provided to Bidders, whether verbally and/or in documentary form by or on behalf of Tamil Nadu Industrial Development Corporation Ltd. (TIDCO) or any of its employees or advisors (collectively referred to as "TIDCO Representatives"), is provided to the Bidders on the terms and conditions set out in this Tender document and any other terms and conditions subject to which such information is provided. This tender document is not an agreement and is not an offer or invitation by TIDCO to any other party. The purpose of this tender document is to provide interested parties with information to enable formulation of their proposal.

This Tender document does not purport to contain all the information each Bidder may require. The Bidders should conduct their own due diligence, investigations and analysis and should check the accuracy, reliability and completeness of the information in this Tender document and obtain independent advice from appropriate sources. TIDCO Representatives make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the Tender document and concerned with any matter deemed to form part of the Tender document, award of the assignment, the information and any other information supplied by or on behalf of TIDCO or otherwise arising in any way from selection process.

TIDCO may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender document from time-to-time, and will intimate only through the authorized website of TIDCO. TIDCO reserves the right to accept or reject any or all proposals without giving any reasons. Bidding process shall be governed by Laws of India and Courts at the State of Tamil Nadu will have jurisdiction over matter concerning and arising out of this Tender document.



**TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION LTD
(TIDCO)
CIN-U65993TN1965SGC005327**

e-Tender - NOTICE NO. TIDCO/RENTAL CARS/2023-24/2

Tamil Nadu Industrial Development Corporation Ltd (TIDCO), a Government of Tamil Nadu Enterprise is in need of Rental SUV Cars for its one of the projects located in the Kancheepuram District. In this context, TIDCO proposes to Select an Agency for providing 3 Scorpio and 6 Bolero SUV cars on monthly rental basis as per the terms of Reference, Qualification Criteria and other terms and conditions are stipulated in the Tender Document.

Interested Agencies can download the Tender from the website <https://tidco.com> and <https://tntenders.gov.in> with free of cost. The Terms of Reference, Qualification Criteria and other terms and conditions are provided in the Tender Document.

The schedule for the bidding process is as follows:-

1. Last date and time for submission of Proposals/ Bids is on or before **3.00 PM** on **07.03.2024** through <https://tntenders.gov.in>
2. Opening of Technical Proposals/ Bids is at **4.00 PM** on **07.03.2024** at TIDCO Office.

Managing Director

TamilNadu Industrial Development Corporation Limited
19-A, Rukmini Lakshmi pathi Road,
Egmore, Chennai – 600 008.

E-mail: cmd@tidco.com, admin@tidco.com

Website: <https://tidco.com>

LETTER OF CONSENT

e- Tendering

1. I/we agree to abide by all the detailed specifications, terms and conditions stipulated by the Tamil Nadu Industrial Development Corporation Limited (TIDCO), which I/we have read and understood.
2. I/we certify that I/we have fully read and understood the instruction to bidders for online bid submission given by TIDCO and any lapse to properly submit the bids result in rejection of the bid submitted.
3. I/we certify that the tender is offered without any alteration / addition / omission.
4. I/we certify that all the conditions of the tender are accepted.
5. I/we agree that the TIDCO is not responsible for any data corruption that might arise during the transmission / uploading of data in the website or due to disruption in communication error in my / our tender.
6. I/we agree that the Corporation has right to change schedule of opening or any technical corrective action to resolve any error that might arise during the opening of the e-tender by TIDCO.
7. I/we certify that I/we are responsible for the uploading of correct copies of scanned documents as per the e-tender procedure of TIDCO & I /we understand that any error in doing so my / our tender may be summarily rejected by TIDCO.
8. In the event of failure on my / our part to comply with all the requirements mentioned in this tender document I / we unconditionally agree that the department is at its liberty to reject my / our tender.

Signature of Tenderer

E-TENDERING – INSTRUCTIONS TO BIDDER FOR ONLINE SUBMISSION:-

- 1.** The above tender notice is available on the website <https://tidco.com>, and <https://tntenders.gov.in>.
- 2.** The intending bidder may visit <https://tntenders.gov.in>.Website & upload the tender documents on or before the due date and time as mentioned in the Data Sheet.
 - a.** The Bidders should download the documents which are digitally signed only from this website <https://tntenders.gov.in>.
- 3.** The bidders are requested to digitally sign the Bid Document and convert them to **.pdf** format.
- 4.** Bidders are requested to use the Digital Signature (e-token) for Registration for e-submission through the website <https://tntenders.gov.in>.
- 5.** The Scanned copies of the following list of documents are also to be uploaded by the bidder at the time of submission of bids through the website by converting the documents to **.pdf** form
 - i.** Earnest Money Deposit: -
 - a.** The online Payment Gateway has been enabled for TIDCO in TN Tenders Portal (<https://tntenders.gov.in>).All the payments for the tenders like EMD etc., will be carried out by the Bidders only through <https://tntenders.gov.in> .
 - b.** The EMD amount should be the exact amount and no excess or less amount should be transferred through online payment gateway. If excess or short, the tender status will be shown as invalid.
 - c.** Micro and small Enterprises if registered with MSME,GoI/ NSIC, registered under MSME(UDYAM) and any Government bodies specified by Ministry of Micro, Small & Medium Enterprises (M/o MSME) with valid certificate duly issued by GOI are exempted for submitting the EMD. The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.
- 6.** The Digital Signature Certificate / e-token may be obtained by the bidders individually at the risk and cost of the bidder.

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1. PREAMBLE

Tamil Nadu Industrial Development Corporation Limited (TIDCO) is a Government of Tamil Nadu Enterprise involved in establishing and facilitating the large and medium Industries to stimulate industrial development in the State. TIDCO has promoted several joint venture companies for manufacturing various products and also set up I.T Parks, Bio-Tech Parks, Special Economic Zones, Road Development Projects, Agri Export Zones and Special Investment Regions. TIDCO is a Nodal Agency for the development of Industrial Corridor projects in the State.

TIDCO now intends to hire 9 SUV vehicles (3 Scorpio & 6 Bolero) for use by its officials for the official purpose in Kancheepuram District. In this context, TIDCO proposes to Select an Agency for providing SUV (3 Scorpio & 6 Bolero) on monthly rental basis to TIDCO for a period of 2 years and extendable every year for a further period of 2 years based on satisfactory performance at the same rate of service charges quoted by the tenderer.

2. SCOPE OF CONTRACT

(a) The bidders should provide 9 SUV A/c vehicles (3 Scorpio & 6 Bolero) along with driver for 2000 km per calendar month, twelve hours a day for six days a week (Monday to Saturday) and as and when required by the office.

(b) The model and requirement of the vehicle details mentioned below.

Make / Type of Vehicle	Year of Registration / Model	Requirements
SUV Vehicle 3 Scorpio & 6 Bolero	Not older than 2022	1. All the vehicles should have tourist permit 2. Must satisfy TN Govt. pollution control norms.

(c) Before deployment of vehicle, the bidder should produce the vehicle for physical inspection by the concerned TIDCO Officials. Only vehicle which are declared as suitable shall be deployed for use. In case of rejection, alternative vehicle has to be arranged for inspection.

- (d) **OWNERSHIP** – The bidder should either own the vehicles to be deployed or should have a valid agreement entitling him to use the vehicles and enclose copies of documentary evidence for verification.
- (e) The copies of the following should be submitted the time of physical inspection for all the vehicles to be deployed:
- i. RTO Registration Certificate
 - ii. Valid Tourist Permit
 - iii. Live Fitness Certificate
 - iv. Live Comprehensive Insurance Policy
 - v. Valid Pollution Control Certificate
- (f) The fuel and oil for the vehicle will be provided by the contractor. Other costs like insurance, repairs, maintenance and any other charges too have to be borne by the contractor. The contractor and driver shall be bound to carry out the instructions of officer(s) in-charge concerned from time to time.
- (g) The vehicle must be a new one and in excellent condition, neat, clean and mechanically fit. The contractor must provide the vehicle towels, air-fresheners and other requirements on regular basis which present the vehicle in good looking and running condition. Though it is the responsibility of the service provider, the department retains the right to furnish the same and deduct such expenses, if required.

Note: TIDCO reserves the rights to increase or decrease the number of cars as per the requirement.

3. GENERAL CONDITIONS

- (a) The bidders should provide 9 SUV A/c vehicles (3 Scorpio & 6 Bolero) along with driver for 2000 km per calendar month, twelve hours a day for six days a week (Monday to Saturday) and as and when required by the office. No holidays are permitted except Sunday & National Holidays.
- (b) The officer in-charge of the Administration Section or the user officer may inspect the vehicle from time to time to ensure that the vehicle is maintained in good condition.

- (c) The vehicle provided by the contractor on hire will be with Driver who must be in proper white uniform and should have a valid driving license and be competent to drive.
- (d) Each driver should be provided with a mobile phone by the contractor and the same **mobile number must be available with the driver on duty.**
- (e) The vehicle should fulfill the legal obligations as prescribed by the state Transport authorities like payment of Road Tax etc. All requirements under various statutory laws must be complied with. Any default will be at the liability of the contractor and this department shall not be liable in any matter whatsoever.
- (f) Drivers should have minimum 5 years of experience in driving, they should have valid vehicle transport licenses for driving passenger vehicles on hire.
- (g) Drivers with a minimum age of 25 years would alone be engaged and maximum age should not have crossed 55 years. Credential for the age also be furnished.
- (h) The driver must be literate & well behaved. They must follow Traffic Rules & regulations prescribed by the Govt. from time to time.
- (i) The driver should ensure that the vehicles are fitted with appropriate seat belts, clean white cotton seat covers, fresheners. The driver should wear seat belt while driving and should not use mobile phones while driving and also follow speed limit regulations of the area.
- (j) Comprehensive Insurance of the vehicle and the risk of passenger travelling in the vehicle should be covered by the contractor to the extent of liability as specified in the Motor Vehicles Act and Rules made there under or any other law in force. (Copy of Insurance should be submitted).
- (k) The responsibility for the safety and security of the car provided solely lies with the contractor. It is the contractor's absolute responsibility to take care of any damage for repairs caused to his vehicle during the operation of the cost.

- (l) The contractor should submit the duly filled in log sheet signed by the controlling officer with whom the vehicle has been assigned along with the bill on monthly basis.
- (m) The time and distance shall be calculated from the time and place of reporting to the time and place of releasing the vehicles.
- (n) To facilitate easier scrutiny of bills, the following details are required in trip sheet:-
- A. Reporting time and place
 - B. Opening Kilometer
 - C. Closing Kilometer
 - D. Time of closing
 - E. Signature of the user
- (o) In case the contractor withdraws or the department terminate the contract for violation of terms and conditions and/or deficiency in services during the period of contract, the additional expenses in hiring a new contractor on temporary arrangement till the time of appointing a regular contractor through a similar tender process, will be adjusted against the performance guarantee.
- (p) No request for escalation of rates will be entertained for whatsoever reason during the current of contract. The earnest money will be forfeited along with the due payments if contractual obligation is not performed.
- (q) The department shall not be responsible for damages of any kind for any mishap/accident/injury caused to the vehicles / driver while performing duty for this office. All liabilities, legal or pecuniary, shall be borne by the contractor.
- (r) No night charges separately (apart from as paid for extra hour of duty) will be paid.
- (s) Failure by the contractor to comply with any statutory requirement and/or the terms of the agreement during the period of the contract shall result in recovery of penalty and in case of repeated failure, termination of the contract and subsequent disqualification from participation in any future tender of the department shall be done. The contractor is responsible for

- payment of minimum wages, EPF, ESI, GGS for his employees & insurance for the vehicle.
- (t) Notwithstanding any of the conditions stated above, the department reserves the right of altering any of the conditions mentioned above or imposes new conditions at the time of finalization of contract.
- (u) Any authorized user of TIDCO has the right of returning the vehicle if he/she is not satisfied as to the plying conditions of the vehicle or on any other grounds as mentioned above. In such cases, penalty of Rs.1,000/- per day or actual cost of hiring of a similar vehicle will be deducted from the contractor pending bill payments.
- (v) The contractor shall also be responsible for providing a suitable replacement immediately if the car breaks down. In the event of failure to provide such replacement as stated above, General Manager (HR&ADMIN), TIDCO shall have the right to recover/claim **Rs.1,000/- per day** towards penalty or the actual cost incurred for making alternate arrangement which is more and such deduction shall be made from pending bills of the vendor or from the performance security money deposit, whichever is available for adjustment.
- (w) In case of non-compliance of the above terms and conditions of the contract, a penalty may be levied as under:
- i. Late reporting Rs.150/- per 15 minutes
 - ii. Non-reporting Rs.1000/- per day
 - iii. Refusal of duties Rs.1000/- per day and additionally the penalty as per clause a & b of this agreement.
 - iv. Non-availability of cell phone of the driver Rs.100/- per day of default.
- (x) TIDCO reserves the right to accept or reject any part of the tender or whole tender, without assigning any reason.
- (y) The bidder is fully responsible for perfect discipline and good conduct of the driver of the vehicle without giving room for any complaint from officer in charge or TIDCO or from public. The bidder should change the driver if ordered to do so by competent authority and the competent authority's decision in this regard shall be final and shall not be questioned by the bidder.

(z) Change of vehicle would be permitted only when the substitute vehicle satisfies the above conditions mentioned in the Clause 2(e).

4. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
(a)	The tenderer should be a registered legal entity operating within the territory of India.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> • Copy of Incorporation Certificate issued by the Registrar of Companies • Copy of Memorandum and Articles of Association (ii) In case of Partnership Firm/LLP <ul style="list-style-type: none"> • Registered Partnership deed (iii) In case of Proprietor <ul style="list-style-type: none"> • Copy of GST Certificate
(b)	The tenderer should be duly registered with Government authorities and should be Taxi / Tourist Taxi Operator for a minimum period of Five years (as on 31 st Dec 2023).	<ul style="list-style-type: none"> • Copy of IT returns • Work order / Work completion certificate issued by the clients.
(c)	The tenderer should have satisfactorily provided SUV for monthly rental basis (completed as well as ongoing) to at least 2 Government Organizations / Public Sector Undertakings , each with a minimum of 15 cars in the last 5 years (as on 31 st Dec 2023)	(i) Work order issued by the clients. (ii) Work completion certificate issued by the clients (for the completed assignments). (iii) List of clients details as per Annexure-III .
(d)	The tenderer should own a fleet of at least 40 SUV vehicles (Not older than 2022) with valid tourist permit and the bidder to operate and maintain the vehicles during the period of contract	(i) The list car details as per Annexure -IV . (ii) Copy of the RC book of the vehicle registered in the name of the Company or Promoter
(e)	The tenderer should have reported an Average Annual Turnover of Rs.5 Crore in the Five consecutive financial years i.e. 2018-19, 2019-20, 2020-21, 2021-22 and 2022-23.	(i) The average annual turnover statement duly certified by Chartered Accountant with UDIN as per Annexure V . (ii) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement for the 5 consecutive financial years.
(f)	The tenderer should have valid GST registration certificate and PAN number issued by Income Tax Department	i. Copy of GST Registration certificate. ii. Copy of PAN allotment

		certificate/PAN CARD issued by Income Tax Department.
(g)	The tenderer should not have been blacklisted for supply of any items or services to TIDCO or any other Government agency	Declaration as per Annexure VI .

5. LANGUAGE OF THE TENDER

If the Tender and supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be closed. Tender received without such translation copy will be rejected.

6. VALIDITY

The price quoted in the Tender should be valid for the acceptance by the TIDCO for a minimum period of **90 days** from the date of opening of the Tender.

7. PURCHASE OF TENDER DOCUMENT

The tender document can be downloaded from <https://tidco.com> and <https://tntenders.gov.in> at free of cost. For the downloaded tender document, should give a declaration for not having tampered the Tender document downloaded as per [Annexure VII](#).

8. CLARIFICATION ON THE TENDER DOCUMENT

Any discrepancies, omissions, ambiguities or conflicts in the tender document or any doubts as to their meaning and any request for clarification must be sent in writing to "The Managing Director, Tamil Nadu Industrial Development Corporation Limited (TIDCO), 19A, Rukmini Lakshmi pathy Road, Egmore, Chennai-600008" or through the-mail to admin@tidco.com as per [Annexure-VIII](#). TIDCO will review the same and where information sought is not clearly indicated or specified in the tender documents, will issue clarifying bullet in to all those who have purchased the tender documents and will also upload such clarification on <https://tidco.com> and <https://tntenders.gov.in>. TIDCO will neither make nor be responsible for any oral instructions.

9. AMENDMENT OF TENDER DOCUMENT

TIDCO whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender. Any such addendum or corrigendum will be uploaded on

<https://tidco.com> and <https://tntenders.gov.in> and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

10. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

11. SUBMISSION, RECEIPT AND OPENING OF PROPOSALS

- (a) Tenders should be submitted in two parts:
 - i. Part I will cover technical bid and
 - ii. Part II will cover financial bid
- (b) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in [Annexure -X](#).
- (c) The Original Proposals shall be typed or written in ink and signed by the Authorized Signatory of the Bidder who shall initial each page, in ink. All the alterations, omissions, additions, or any other amendments made to the Proposal shall be initialed by the person(s) signing the Proposal. The Proposals must be properly signed by the Authorized Signatory.
- (d) The proposal should submit through <https://tntenders.gov.in>
- (e) Proposals must be submitted on or before **07.03.2024 at 3.00 P.M** through <https://tntenders.gov.in> .
- (f) The fee should be quoted in the Financial bid only (Part-II), in case found in Technical bid (Part-I) the tender will be rejected.
- (g) Evaluators of Technical bids shall have no access to the Financial bid until the technical evaluation, including its approval by Competent Authority is obtained.
- (h) From the time the Proposals are opened to the time the Contract is awarded, if any consultant wishes to contact TIDCO on any matter related to its proposal, it should do so in writing at the address indicated in the Data Sheet. Any effort by the firm to influence TIDCO in TIDCO's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the consultant's proposal.
- (i) Prior to evaluation of Proposals, TIDCO will determine whether each proposal is responsive to the requirements of the tender document at each evaluation stage. TIDCO may, at its sole discretion, reject any Proposal that is not responsive here under.

- (j) The evaluation of the Technical Bid (Pre-Qualification Tender) will be done only based on the Information, Evidence, Documents, Records, Particulars furnished by the tenderers. Hence, the tenderers are advised to furnish adequate and relevant information along with requisite documentary evidence without omission.
- (k) If additional particulars / documents are sought by the Tender Inviting Authority, the same should be furnished within the date fixed for the submission of such particulars / documents.
- (l) As part of the evaluation, the Technical proposal submission shall be checked to evaluate whether the Bidder meets the prescribed Eligibility Criteria.
- (m) TIDCO reserves all rights to accept or reject any proposal without assigning any reason.

12. EARNEST MONEY DEPOSIT

An EMD for an amount of **Rs.75,000 (Rupee Seventy Five Thousand only)** will be carried out by the Bidders only through online payment mode (<https://tntenders.gov.in>). EMD shall be paid via tntenders.gov.in only. If excess or short, the tender status will be shown as invalid. TIDCO is entitled to cause forfeiture of the EMD if the Bidder revokes/ withdraws the Bid during the period of its validity and or fails to comply with the conditions of the LoA. Post signing the contract agreement with the successful bidder, the EMD will be returned.

Note: Micro and small Enterprises if registered with MSME, GoI/ NSIC, registered under MSME (UDYAM) and any Government bodies specified by Ministry of Micro, Small & Medium Enterprises (M/o MSME) with valid certificate duly issued by GOI are exempted for submitting the EMD. The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.

13. AWARD OF CONTRACT

- (a) The tenderer who has quoted lowest quote will be declared as L1 and called for price negotiations.
- (b) Upon finalization of price, TIDCO will issue the Letter of Acceptance (LoA) to the L1 bidder.
- (c) The negotiations will conclude with a review of the draft form of the contract. To complete negotiations, TIDCO and the firm will sign the agreed contract. Negotiation will be carried with the lowest bidder based on the decision of the authority.

14. PERIOD OF CONTRACT

The contract is for a period of 2 years and extendable every year for a further period of 2 years based on satisfactory performance at the same rate of service charges quoted by the tenderer.

15. PRICE OFFER

- (a) The price bid should be prepared as per the format given in the <https://tntenders.gov.in> portal.
- (b) The price should be quoted for monthly rent for providing the vehicles with the driver for 2000km per calendar month, exclusive of GST. TIDCO will pay the applicable GST. The price quoted by the Tenderer shall remain same for all the positions during the entire period of contract.

16. SECURITY DEPOSIT

- a) On receipt of the Letter of Acceptance from the TIDCO, the successful tenderers should remit a Security Deposit of 3% of annual contract value including GST in the form of a Demand Draft or Banker's cheque drawn on any Indian Nationalized / Scheduled Commercial Bank in favour of "Tamil Nadu Industrial Development Corporation Limited", payable at Chennai or an irrevocable Bank Guarantee with a validity period of 30 months in favour of "Tamilnadu Industrial Development Corporation Limited" and the same can be extended each year for the further period of two years , within 5 (five) working days from the date of receipt of letter of acceptance.
- b) Any other amount pending with TIDCO will not be adjusted under any circumstances, against the Security Deposit if so requested.
- c) If the Security Deposit amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- d) Security Deposit amount remitted will not earn any interest.

17. TERMINATION OF CONTRACT

TIDCO reserves right to terminate the contract at any time during the validity period on account of non-fulfillment of contract or any of the reasons. Service provider will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to him for services performed, the same would be paid as per contract terms. In case of any dispute, the decision of the TIDCO shall be final.

18. AGREEMENT

The successful Tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed; the EMD/SD amount remitted by the Tenderer will be forfeited besides cancelling the Tender.

19. PAYMENT TERMS

- a. Bill should be submitted on monthly basis before 10th of the every month with all supporting vouchers and the payment will be normally made within 30 days from the date of submission of the bills after deducting TDS and TDS on SGST/CGST as applicable.
- b. The bills in duplicate with statement containing the details viz. Vehicle No, Reporting time and place, Opening Kilometer, Closing Kilometer, Time of closing, Total km, Total hours and the amount with trip sheets duly signed by the Vehicle user (Officer) should be submitted to TIDCO Office.

20. ARBITRATION

- (a) In case of any dispute in the tender, including interpretation if any on the clauses of the tender or the agreement to be executed, the matter shall be referred by the TIDCO/ Tenderer to an Arbitrator who shall be selected by the Tenderer from the panel of Arbitrators approved by TIDCO and communicate the same within 15 days, from the date of receipt of the letter from TIDCO along with the panel. If there is no reply from the Tenderer within 15 days, TIDCO shall choose any of the Arbitrators from the panel of Arbitrators referred to above. The remuneration for the Arbitrator and other expenses shall be shared equally by TIDCO and the Tenderer.
- (b) The venue of the Arbitration shall be at the Registered office of TIDCO, Chennai. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.
- (c) The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the Court at Chennai city only.

21. JURISDICTION OF THE COURT

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in the City of Chennai only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER WITH DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

ANNEXURE I

(Part – I)

(Covering Letter)

Date:

From,

Name :
Address :
Ph :
Fax:
E-mail:

To,

The Managing Director,
Tamil Nadu Industrial Development Corporation Ltd (TIDCO),
19-A, Rukmini Lakshmipathy Road,
Egmore, Chennai - 600008.

Sir,

Sub: Tender Hiring of Vehicles on monthly rental basis for TIDCO –
Submission of Part-I - Reg.

Ref: Your Tender Notice _____ dated _____

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed into kenof accepting the Tender conditions.
- 2) Proof of payment of EMD (Receipt) / MSME Certificate.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Details of the Tenderer (as per Annexure-II)
- 5) List of clients details (as per Annexure-III)
- 6) List of car details under the company name (as per Annexure-IV)
- 7) Average annual turnover of the legal entity in the 5 preceding financial years duly certified by a Chartered Accountant (as per Annexure-V).
- 8) Declaration for not having blacklisted either by TIDCO or by any other Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from the websites <https://tidco.com> and <https://tntenders.gov.in> (Annexure-VII).
- 10) The copy of certificate of incorporation / registration.

- 11) Copy of Memorandum and Articles of Association.
- 12) Copy of Registered Partnership deed, in case of Partnership Firm.
- 13) Proof of address (at Chennai).
- 14) The work order/ work completion certificate issued by the clients
- 15) The Annual Report /certified copies of Balance Sheet, Profit & Loss statement along with schedules for the 3 consecutive financial years viz. FY 2020-21,2021-22 and 2022-23.
- 16) Copy of GST Registration certificate.
- 17) Copy of PAN allotment Certificate/PANCARD issued by Income Tax Department.
- 18) Latest I.T return (Financial Year 2020-21,2021-22 and 2022-23).
- 19) Notarized translated English version of the documents in a language other than English/Tamil, if any.

Yours faithfully,

SIGNATURE OF THE TENDERER

Encl: As stated above

ANNEXURE II
DETAILS OF THE TENDERER

1.	Name of the Tenderer	
2.	Registered Office Address	
3.	Telephone Number	
4.	Fax	
5.	Email	
6.	Website,if any	
7.	Contact Person	Name: Designation: Phone: Mobile: Email:
8.	Date of Incorporation	
9.	Legal Status	Partnership /LLP/Pvt. Limited/Public Limitedothers(Pl.mention)
10.	Addresses of Offices located in Tamil Nadu along with phone number, fax and email.	1.Chennai: (Please enclose as separate sheet incase more than one office in Tamil Nadu)
11.	Total number of cars owned by the company along with valid tourist permit	Already deployed: Available for deployment:
12.	GST Registration Number	
13.	PAN Number	
14.	PF Registration Number	
15	ESI Registration Number	

**ANNEXURE III
LIST OF CLIENTS DETAILS**

SI. No	Name of the Client	Address	Contact Details (Mobile No / Email)	Contract Details

ANNEXURE IV
LIST OF CAR DETAILS UNDER THE COMPANY NAME

S. No	Make / Type of Vehicle	Year of Registration / Model	Tourist Permit

ANNEXURE V
ANNUAL TURN OVER REPORT

The Average Annual turnover of M/s for the five Years are given below and certified that the statement is true and correct.

S.No.	Year	Turn over (Rs.in lakh)
1	2018-2019	
2	2019-2020	
3	2020-2021	
4	2021-2022	
5	2022-2023	
	Total	
Average annual turnover		

DATE:

SIGNATURE OF THE TENDERER

SIGNATURE OF CHARTERED ACCOUNTANT

(with seal and Address)

**ANNEXURE VI
CERTIFICATE**

Date: _____

Certified that M/s. /the firm/company or its partners / shareholders had not been blacklisted by Tamil Nadu Industrial Development Corporation Limited (TIDCO), or by any Government Agencies.

SIGNATURE OF THE TENDERER

(With seal and address)

**ANNEXURE VII
DECLARATION FORM**

Date: _____

a) I/We.....having our office at do declare that I/We have carefully read all the conditions of tender sent to me/us by the Tamil Nadu Industrial Development Corporation Limited(TIDCO)for the tenders floated vide tender ref.no..... For the appointment For the appointment of reputed service providers for providing of twelve sedan cars for TIDCO on monthly rental basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site <https://tidco.com> /<https://tntenders.gov.in> and I /We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We /am/are liable to be banned from doing business with TIDCO or prosecuted.

SIGNATURE OF THE TENDERER

(with seal and address)

ANNEXURE-VIII
CLARIFICATION ON TENDER DOCUMENT FORMAT

BIDDER'S REQUEST FOR CLARIFICATION			
Name and Address of the Organization submitting request		Name and Position of Person submitting request	Contact Details of The Organization / Authorized Representative
			Tel:
			Email:
S.No.	Reference(s) (Section, Page)	Content of Tender requiring Clarification	Points of clarification required
1			
2			
3			

SIGNATURE OF THE TENDERER

(with seal and address)

ANNEXURE IX
PART-II (Covering Letter)

From,

Name:
Address:
Ph:
Fax:
E-mail:

To

The Managing Director,
Tamil Nadu Industrial Development Corporation Limited
(TIDCO),19-A, Rukmini Lakshmipathy Road,
Egmore, Chennai-600008

Sir,

Sub: Tender for Hiring of Vehicles on monthly rental basis for
Kancheepuram project site-Submission of Part -II- Price Offer-Reg.

Ref: Our tender (Technical Bid) submitted today for
"Hiring of Vehicles on monthly rental basis for TIDCO"

In continuation of our above tender, we submit here with the price offer for "Hiring of Vehicles on monthly rental basis for TIDCO" as specified by TIDCO in this tender document. We agree to abide by the terms and conditions stipulated by the TIDCO and also agree to complete the entire contract, at the price quoted by us. The price quoted and approved by the TIDCO in this tender will hold good as per TIDCO tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

(with seal and address)

ANNEXURE X
CHECK LIST OF DOCUMENTS

Documents to be enclosed in Part-I:

S. No	Checklist	Enclosed(Yes/No)	Reference in the Bid(Page No.)
1.	A covering letter on your letter head addressed to The Managing Director, Tamilnadu Industrial Development Corporation Limited(as per Annexure-I)		
2.	Tender conditions duly signed in each page and enclosed into ken of accepting the Tender conditions		
3.	Proof of payment of EMD / MSME Certificate		
4.	Letter of Authorization for authorized signatory from the tenderer organization		
5.	Details of the Tenderer(as per Annexure-II)		
6.	List of clients Details (as per Annexure-III)		
7.	List of car details under the company name(as per Annexure-IV)		
8.	Average annual turnover of the legal entity in the 5 preceding financial years duly certified by a Chartered Accountant (as per Annexure-V) along with		
9.	Declaration for not having blacklisted either by TIDCO or by any other Govt. agencies(as per Annexure-VI)		
10.	Declaration for not having tampered the Tender documents downloaded from the websites https://tidco.com/ https://tntenders.gov.in .(Annexure-VII)		
11.	The copy of certificate of incorporation/registration		
12.	Copy of Memorandum and Articles		

	Association in case of company		
13.	Copy of Registered Partnership deed, incase of Partnership Firm/LLP		
14.	Copy of Vehicles registration along with Tourist Permit		
15.	Proof of address(at Chennai)		
16.	The work order/work completion certificate issued by the clients		
17.	The Annual Report / certified copies of Balance Sheet, Profit& Loss statement for the 5 consecutive financial years viz. FY 2018 – 19, 2019 – 20, 2020 – 21, 2021-22, 2022 -23		
18.	Copy of GST Registration certificate		
19.	Copy of PAN allotment Certificate/PAN CARD issued by Income Tax Department		
20.	IT return for the last 5 Years		
21.	Notarized translated English version of the documents in a language other than English/Tamil, if any.		

Documents to be closed in Part-II

Sl. No.	Checklist	Enclosed (Yes/No)
1.	A covering letter on the letter head addressed to The Managing Director, Tamil Nadu Industrial Development Corporation Limited(as per Annexure-VIII)	
2.	Financial Bid – As per the format given in https://tntenders.gov.in	