

**CSIR – Institute of Genomics & Integrative Biology  
Mall Road, Near Jubilee Hall, DELHI-110007**

**TENDER NOTICE**

**(Hiring of Taxi Services at IGIB, North Campus, Mall Road, Delhi – 110 007)**

**1.** Online bids through **CPPP Portal : [www.e-tenders.gov.in](http://www.e-tenders.gov.in)** are invited by CSIR IGIB, Delhi from reputed and experienced Taxi Service Providers having minimum of 3 years of experience and annual turnover of Rs. 10 lakhs during last 3 financial years for hiring of rental taxis. The Contract will be initially for a period of one year extendable for another one year period subject to satisfactory performance. The requirement of vehicles will be on day-to day basis and purely depending upon the needs of IGIB. **Additionally, services of one Maruti Dzire on full day basis on fixed monthly rates is also required. Last date of submission of online bids is 11<sup>th</sup> February, 2020.**

**2.** The interested service providers may submit their online bids on **CPPP portal : [www.etenders.gov.in](http://www.etenders.gov.in)** in the prescribed proforma. All the documents in support of eligibility criteria etc. are also to be uploaded.

**3.** Earnest Money Deposit (EMD) of Rs. 12,000/- (Rupees Twelve thousand only) in the form of Demand Draft drawn in favour of Director, IGIB, Delhi has to be submitted in person to Section Officer (G), Room No. 320 (3<sup>rd</sup> Floor) CSIR-IGIB, Mall Road, Near Jubilee Hall, Delhi - 7 before the closing date of the bid. A scanned copy of the EMD pay order may also be uploaded online along with other requisite documents. **Vendors registered under MSME category as Travel agency, tour operators only shall be exempted from deposit of EMD.**

**4.** The Financial Bids of only those bidders who qualify in the Technical Bid will be opened at a later date to be decided and will be intimated through e-mail to the successful bidders.

**5.** Director, IGIB, Delhi reserves the right to cancel the bid at any time or to amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, thereof.

**A. SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR TENDERES**

**1.** CSIR-IGIB Delhi requires the services of a reputed well established and financially sound taxi service provider (hereinafter referred to as "Service Provider") to provide taxi services on rental basis for Delhi & NCR area.

**2.** The Contract shall be initially for a period of one year extendable for another one year period subject to satisfactory performance from the date of issue of award letter.

**3.** The quantum of requirement of vehicles is based on day to day requirements of the Institute which may increase or decrease depending on the needs of the Institute. **Further, one Maruti Dzire (air-conditioned) on full day and fixed monthly rates (from 09.00 A.M to 6.30 P.M) is also required.**

**4.** EMD shall not bear any interest and EMD of unsuccessful bidders would be returned after finalization of the contract.

**5.** Incomplete and Conditional bids shall not be considered and will be rejected summarily.

**6.** All entries in the Financial bid form should be legible and filled clearly. **In no case should there be any change in the format of the Technical Bid/ Financial Bid. The bids submitted other than the proforma provided for the purpose, will be rejected summarily.**