

QUOTATION NOTICE

Kochi Metro Rail Ltd (KMRL), invites quotation from eligible company/firm, having experience of similar contract, for the work, “PROVIDING FEEDER MINI BUS (26 SEATER) SERVICE BETWEEN KAKKANAD JETTY, VIA KAKKANAD COLLECTORATE JUNCTION TO INFOPARK”. The detailed scope of the work is provided in the quotation document. Quotation documents may be downloaded from the Website www.kochimetro.org.

1.1 Key details:

Name of Work	Providing Feeder Mini Bus (26 Seater) Service Between Kakkanad Jetty, via Kakkanad Collectorate Junction to Info Park.
Availability of quotation form	Quotation documents can be downloaded from the official website of the KMRL : www.kochimetro.org on or after 28.03.2015.
EMD :	Demand draft of Rs.5000/- drawn in favour of Kochi Metro Rail Ltd payable at Kochi.(Refundable)
Last date & time of submission of Quotation :	08.04.2015 11.00AM
Technical and Financial Bid Opening	08.04.2015 11.30 AM

1.2 Late quotation (received after date and time of submission of bid) shall not be accepted under any circumstances.

1.3 KMRL reserves the right to accept or reject any or all proposals without assigning any reasons. No bidder shall have any cause of action or claim against the KMRL for rejection of his proposal.

**For Kochi Metro Rail Ltd
Addl.GM(Hr ,Admn & Trg.)**

QUOTATION DOCUMENT

1.0 Scope of work

1.1 The scope of work is of **providing Feeder Mini Bus (26 Seater) Roundabout Service from Kakkanad Jetty, to Kakkanad Collecterate Junction and Info Park from 7.30 am to 6.30 pm .**

1.2 A round about trip means collecting the passengers from Kakkanad Boat Jetty and dropping them at bus stops on the Info Park moving via Collectorate Jn, halting and collecting passengers from Collectrate Junction and Infopark and other bus stops in the route and dropping the passengers at the Kakkanad Jetty .

1.3 The bus trips are to be tentatively scheduled as per the boat ferry timings. The present bus schedule proposed as per the present boat timings is attached as appendix A.

2.0 Terms and Conditions

2.1 The terms and conditions of the Feeder Mini Bus (26 Seater) contract is given in the **Appendix-1**

3.0 Submission of Quotation

3.1 The agencies agreeing to abide by the terms and conditions given in the Appendix-1 to this Annexure may submit the '**Quotation/Bid**' in a sealed cover super scribing-'**Bid for Feeder Mini Bus (26 Seater) services**'.

3.2 Completed quoted documents including the notice and these terms and conditions along with the requisite documents and duly filled Appendix II & III shall be signed, sealed and submitted in a sealed envelope clearly indicating the category of work on top of the envelope to:-

Addl.GM(Hr ,Admn & Trg.)
Kochi Metro Rail Ltd.
8th floor, Revenue Tower, Park Avenue Road,
Opp.Boat Jetty, Kochi-682011.

3.3 The bids should be submitted in a sealed envelope in the prescribed format along with self-attested copies of the documents as stated in the application form (**See Appendix II**). EMD of **Rs. 5,000/-** should be enclosed along with the bid in the form of

a DD from a scheduled commercial bank in India, favouring “Kochi Metro Rail Limited” and payable at Kochi. EMD of agencies who have not qualified would be returned/refunded after finalization of the agency, without any interest.

4.0 Contract Agreement

4.1 An Letter of Acceptance shall be issued with accepted schedule of rates for providing vehicle hiring services on terms & conditions mentioned in the letter

4.2 The period of contract will be one year from the date of awarding the contract subject to renewal for further one year thereafter at the sole discretion of KMRL on existing terms and conditions as the case may be.

5.0 Termination of Contract

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6.0 Payment

6.1 The trip sheets duly signed by the concerned boat driver/conductor of the boat run by SWTD anchoring at Kakkanad Boat Jetty should be submitted by the agency on monthly basis and the payment shall be made within 15 working days from the date of receipt of bills after all applicable statutory deductions.

6.2 The agency should confirm the bank details for electronic fund Transfer on their letter heads duly signed by the authorized person along with a cancelled cheque, as documentary proof. Any change in the bank accounts shall be informed to us well in advance and KMRL shall not be liable for any loss incurred by the agency due to non-confirmation /incorrect information of the bank account details.

Appendix-1

Terms and conditions for providing the feeder bus services

1. The period of contract will be one year from the date of awarding the contract subject to renewal for further one year thereafter at the sole discretion of the KMRL on existing terms and conditions as the case may be.
2. The agency will abide by all statutory requirements as per applicable laws including all applicable labour laws.
3. The 26 seater Mini Bus to be provided should not be more than 5 years old as on 01.01.2015 and should be in excellent road worthy condition. The fitness certificate should be produced with the document along with two color photograph of the proposed vehicle (One of exterior and the other of the interior).
4. The vehicle should be registered as Tourist Taxi with Regional Transport Authority and appropriate government authorities as applicable. (Documentary proof- RC Book, NPV Certificate, Insurance)
5. The drivers should be well mannered, experienced, uniformed and should be available on a mobile phone.
6. The Drivers should possess a valid Driving license.
7. Service Tax as applicable shall be paid by KMRL. However financial impact of service tax as provided by the applicant shall be considered for the bid.
8. Tax at source shall be deducted from the payments made to the agency at the rates prescribed under the Income tax Act, 1956.
9. No request for enhancing the rate due to hike in fuel prices / insurance premium etc. would be entertained during the tenure of the contract.
10. KMRL will not be responsible or liable in case of any dispute arising between the agency and the drivers employed by the agency and no relationship of Employer and Employee shall come into existence between the company and the agency or drivers for which all responsibilities shall vest with the agency alone.
11. The Company reserves the right to terminate the agreement by giving 7 days' notice, at any time during the contract period without any reason and no compensation will be paid for such termination.

12. The vehicle should be made available as per the schedule of the boat service given between 7.30am to 6.30pm for a minimum round about trip of 8 No.s , on all days including Sundays and Holidays as per the tentative schedule attached.
13. Rate to be given for per day for a minimum 8 No.s of round about trip .The trip sheet has to be certified by the boat driver/conductor of the Boat of SWTD anchoring at Kakkanad Boat Jetty .Rate to be inclusive of Drivers batta and all expenses.
14. The drivers on duty shall keep all relevant documents including valid RC book of the vehicle, Pollution Under Control Certificate, Comprehensive Insurance Policy of Vehicle and a valid Driving Licence and route map of Kerala.
15. The driver shall not smoke / drink while on duty .
16. Bills having over-writings and cuttings shall be rejected at the sole discretion of KMRL.
17. No payment shall be made against bills pertaining to those travels, where any complaint with regard to quality of the bus or misbehavior of the driver is received from the user. In this regard, the decision of KMRL shall be final.
18. Alternate bus has to be arranged within half an hour in case of breakdown of the feeder bus .
19. No fare shall be collected from users of the feeder service in bus along time.
20. The trip from Kakkanad Boat Jetty should start from 7.30am and the trip to close at Kakkanad Boat Jetty at 6.30pm. (or as per that 1st and last boat trip)
21. Vehicle should display "ON DUTY KOCHI METRO RAIL, on the front and back and KMRL has all right to advertise any matter or display the company name and logo anywhere in/on the vehicle. The contractor shall arrange all the displays as per the design approved by KMRL.
22. The contractor shall ensure that the bus schedule displayed in the boat jetty/bus stops during the tenure of the contract.
23. The agency should take appropriate actions to ensure maximum utilization of the future service by public and thereby enhancing the ridership to the Kakkanadu Vyttila boat service.
24. In case of violation of any of the above conditions, or in case of passenger complaints against the violation of above conditions, the security deposit shall be forfeited and KMRL reserves the right to either terminate the contract or enhance the security deposit and continue the contract.

**Appendix II -- Technical Bid
Application form for Selection**

No.	DETAILS	
1	Name of Agency/Owner	
2	Address with telephone, e-mail, fax number & the name(s) of the contact person(s)	
3	Details of EMD of Rs. 5,000/- in favour of “ Kochi Metro Rail Limited”, payable at kochi.	
4	Office Address of agency.	
5	Photo of the vehicle to be given	
6	Proof of complying with applicable statutory requirements including labour law	
7	Experience Certificate	
<p>Verification –The authorized person shall sign all the documents on the bottom ,right hand side. Documents without signatures shall not be considered for evaluation purpose & the bidder may be disqualified on this account.</p>		

Appendix III- Financial bid for Feeder Bus hire Services

Name of the agency:

<i>Sl. No.</i>	<i>Type of Vehicle with seating capacity</i>	<i>Rate per day (minimum 8 round about trips) all inclusive including drivers batta in Rs.</i>
1		
	Amount in words:	
Note: Rate/KM to be given for any alterations in number of trips (Not considered for evaluation)		