

**EXPRESSION OF INTEREST  
FOR  
EMPANELMENT OF VEHICLE HIRE AGENCY  
FOR  
DHOLERA INDUSTRIAL CITY  
DEVELOPMENT LIMITED (DICDL)**

**CIN: DICDL/DSIR/VHCL-1**

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**EXPRESSION OF INTEREST**

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**June' 2018**

Dholera Industrial City Development Limited (DICDL)  
6th Floor, Block No. 1 and 2, Udyog Bhavan,  
Sector-11, 'GH-4' Circle, Gandhinagar – 382017  
Gujarat, India

Prepared by  
**Program Manager for New Cities (PMNC)**

**AECOM**

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## DISCLAIMER

The information contained in this Request for Proposal document (the “**RFP**”) or subsequently provided to Bidder(s), whether verbally or in documentary or any other form, by or on behalf of the Employer or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Employer to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their bid pursuant to this RFP (the “**Bid**”). This RFP includes statements, which reflect various assumptions and assessments arrived at by the Employer in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Employer, its employees or advisors to consider the objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Bidder should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Employer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Employer, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in the Bidding Process.

The Employer also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

The Employer may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP. The issue of this RFP does not imply that the Employer is bound to appoint the selected Bidder for the Project and the Employer reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Employer or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Employer shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

## EOI NOTICE

### EOI Notice

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Dholera Industrial City Development Limited (DICDL)  
Udyog Bhavan, Gandhinagar-382017

Dholera Industrial City Development Limited (DICDL) invites Expression of Interest from reputed and well-experienced Agencies/firms for **“Empanelment for Vehicle Hire Agencies”**.

Following shall applicable for Expressing Interest:

|   |  |
|---|--|
| (i) EOI Document Fee (Non-Refundable)                                     | INR. 2,360/- (Rupees Two Thousand Three Hundred Sixty only) are including 18% GST. |
| (ii) EOI Document to be down loaded from DICDL website (www.nprocure.com) | From 28/06/2018  |
| (iii) Pre-bid meeting date  | 5/07/2018  |
| (iv) Last date of receipt of EOI document:                                | 19/07/2018 up to 1500 hours.   |

Detailed terms and conditions and other related information is given in the EOI Document. For more details, please visit DICDL website [www.nprocure.com](http://www.nprocure.com).

## **1. Background and Objective**

### **1.1 Introduction**

The Government of India has envisaged the development of Delhi Mumbai Industrial Corridor (DMIC) along the alignment of proposed Multi-modal High Axle Load Dedicated Freight Corridor between Delhi and Mumbai, covering an overall length of 1,483 km. Further, Delhi Mumbai Industrial Corridor Development Corporation Limited (DMICDC), a special purpose company, was incorporated to establish, promote and facilitate development of the DMIC Project.

The Dholera Special Investment Region (DSIR) will be a major Greenfield Industrial Hub planned and located approximately 100km south of Ahmedabad and 130km from the State Capital Gandhinagar. The project as envisaged will be the first initiative from DMICDC to create a linear zone of industrial clusters and nodes to be developed in the influence area of Western Dedicated Freight Corridor (DFC).

A SPV under Indian Companies Act 2013 Dholera Industrial City Development Limited (DICDL) has been formed with the equity participation from Gujarat State Government and DMICDC and is responsible for implementation of the DSIR Project.

DSIR has been planned over an extensive area of land measuring approximately 920sqkm and encompassing 22 villages of Dholera Taluka in the Ahmedabad District. This will be by far the largest of investment nodes planned along the influence of DFC in the DMIC region. This node is strategically located between the industrial cities of Vadodara, Ahmedabad, Rajkot, Surat and Bhavnagar urban agglomerations. The nearest international airport is at Ahmedabad and Government of Gujarat through the Dholera International Airport Company Limited (DIACL) has plans to develop another international airport in the north-east of the proposed investment region. DMICDC, with support of DSIRDA, plan to create an economically and socially balanced new-age City with world class infrastructure and highest quality-of-life standards and sustainability in the urban form. This new age city aims to have a sustainable urban transportation system (transit oriented development) within and mobile/ efficient regional connectivity with neighbouring cities and the rest of the country.

Accordingly, Dholera Industrial City Development Limited (Client) invites Expression of Interest to undertake:

“Empanelment of Agencies for requirement related to providing of Vehicle on hire”

### **1.2 Objective**

In addition to above, DICDL have to participate in various programs, campaigns declared by the Government from time to time for marketing of the Dholera Industrial City.

### **1.3 Pre-qualification**

With a view to perform above activities; DICDL intends to pre-qualify experienced agencies who can provide and manage Vehicles on hire in a professional way.

## **2. Instruction to Bidders**

- 1) All contents of the Proposal should be clearly numbered, indexed and arranged in a sequence and shall be bound firmly.
- 2) The Proposal shall be signed and submitted by the Authorised Signatory of the Agency. The authorization shall be attached in the Technical Proposal and shall be in the form of a written power of attorney/ board resolution or in any other form demonstrating that the representative has been dully authorized to sign.
- 3) The Agencies shall bear all costs associated with the preparation and submission of their proposals. DICDL is not bound to accept any or all proposals, and reserves the right to annul the selection process at any time prior to award of contract, without any liability to DICDL.
- 4) Agencies may seek clarifications, if any, at the time of Pre-bid meeting. Any request for clarification must be sent in writing or by fax to DICDL.
- 5) Physical papers are to reach DICDL office as per the date and time mentioned in this document. It is the responsibility of the Bidder to submit the bid before the last date and time at the address as mentioned in the document above, and DICDL shall not be responsible for any delay due to post/courier/any other reasons.
- 6) This empanelment shall be valid for duration of 2 years (two years) from the date of empanelment.
- 7) Misrepresentation/ improper response by the Applicant may lead to the disqualification of the Applicant.
- 8) The Client, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
  - i) Suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
  - ii) Consult with any Applicant in order to receive clarification or further information;
  - iii) Retain any information and/or evidence submitted to the Client by, on behalf of and/or in relation to any Applicant; and/or
  - iv) Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Applicant.

- 9) Agency(s) shall provide to see/overview Agency's Vehicles, staff and office premises, etc. at any time.
- 10) Looking to the experience and other eligibility criteria, if deem fit the agency will be empaneled by DICDL for various types of Vehicle hiring requirements. The agency will quote for providing the Vehicles on hire and the best quote would be awarded the job.
- 11) Therefore to be eligible for the participation in the bidding is not a guarantee for empanelment. As per pre-qualification merit list agencies will be empaneled by the DICDL.
- 12) Name of work in block letters must be written on top of the envelope while submitting the proposal.
- 13) The costs incurred by the agency(s) in making this offer, in providing clarification or attending discussions, presentation, meetings etc. will be borne by the agency.
- 14) Application for empanelment shall be submitted in proper format with EOI Document duly signed, incomplete submission shall be rejected.
- 15) The language for submission of bid shall be English.
- 16) All Annexures shall be filled in completely and all questions shall be answered. If any particular query is not relevant, it shall be stated as "NOT APPLICABLE"
- 17) Financial data, work costs, value of work etc. shall be given in Indian rupees only.
- 18) If a proprietary firm makes an application, it shall be signed by the proprietor, above, his full name and the full name of his firm with its current address.
- 19) If an application is made by a firm in partnership, it shall be signed by all the partners of the firm, above their full names and current addresses or by a partner holding the power of attorney of the firm by signing of the application in which case a certified copy of the power of attorney shall accompany the application A certified copy of the partnership deed, current address of the firm and the full names, and current address of all the partners of the firm shall also accompany the application.
- 20) If a limited company or a limited corporation makes an application, duly authorized person holding the power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application shall sign it. Such limited company or Corporation will be required to furnish satisfactory evidence of its existence before the contract is awarded.

- 21) Information furnished must be sufficient to show that the applicant (along with the all parties) is a capable in all respects to successfully participate in the empaneled process.
- 22) While submitting the Annexure duly filled in, the applicant shall enclose latest copies of brochures and technical documentation giving more information about the firm and all the members.
- 23) Applicants are also required to furnish the names of works for which their firm have already been empaneled/pre-qualified for such works in the country since, last five years onwards.
- 24) DICDL reserve the right to reject any or all pre-qualification bids without assigning any reasons and the DICDL's decision in this connection shall be final and binding.

### **3. Eligibility Criteria**

#### **3.1 Minimum Qualification**

Reputed Vehicle Hire Agencies having adequate infrastructure with

- a. At least 10 number of passenger vehicles,
- b. 10 or more driver on payroll,
- c. Based at Ahmedabad/Gandhinagar (i.e. having office in the district jurisdiction of Ahmedabad / Gandhinagar) and
- d. Experience in the field of providing vehicles for Government bodies on hire is required.

Before submitting the EOI, the agencies are requested to check for the eligibility criteria.

#### **3.2 Issue and Receipt of Bid Document**

3.2.1 The EOI Document shall be available for down-loading on nprocure website and the same shall have to be submitted before Bid due date duly filled-in along with EOI document fees mentioned in the above table, by Demand Draft drawn in the name of **Dholera Industrial City Development Limited (DICDL), Gandhinagar Payable at Gandhinagar.**

3.2.2 The agency shall forward completed EOI document by Registered post AD/speed Post/Courier/Hand Delivery so as to reach the DICDL Office, on or before bid due date till 1500 hrs. i. e. the last date and time of submission of the EOI. DICDL would not be liable for any delay in submission /receipt of the documents.

3.2.3 **EOI document fee of INR. 2360/- (INR. Two Thousand Three Hundred Sixty only)** including 18% GST (non-refundable) shall have to be furnished in form of Demand Draft only issued by Nationalized/Scheduled bank drawn in favour of "Dholera Industrial City Development Limited" (DICDL), Gandhinagar Payable at Gandhinagar while submitting the completed documents.

3.2.4 The EOI document **without** tender fees shall be rejected.

3.2.5 For information relating to the assignment is available at , following address:

Dholera Industrial City Development Limited (DICDL)

6th Floor, Block No. 1 and 2, Udyog Bhavan,

Sector-11, 'GH-4' Circle, Gandhinagar – 382017 Gujarat, India

Email: dbrahmbhatt@dicdl.in, Phone: +91-079-23226015

### **3.3 Eligibility Criteria**

Reputed agency must have following minimum criteria to participate in the bidding for empanelment for Vehicle Hire Agencies as per scope of work.

The Agency not having following criteria with documentary proof; the EOI document submitted shall be rejected. Therefore, only those agencies who meet the following minimum qualification are requested to submit their interest.

### **3.4 Experience**

- (A) Minimum '5' years of experience in the field of providing vehicles on hire. Preference would be given to the agencies who have worked for Government and Semi Government Offices of State and Central Government. Kindly provide information on the following:
- (a) Minimum 05 contracts, of at least 1 year.
  - (b) At least 5 number of passenger vehicles not registered beyond 2 years from the date of issue of this document.
  - (c) At least 5 drivers on payroll.
  - (d) Contracts older than last 05 years would not be considered.
- (B) Agency(s) shall attach all the relevant supporting documents in connection with vehicle hiring contracts completed, work certificates from the concerned Department, organization, parties etc. The information shall be given in the Annexure II, III, & VI.

### **3.5 Permanent Establishment**

The firm should have its permanent establishment at Gandhinagar/Ahmedabad. Empaneled firm should assign a person to deal with DICDL exclusively.

### **3.6 Technical Capacity**

Technical capability includes all factors determining an applicant's technical abilities other than experience given as below:

- 5 vehicles with purchase proof including provisions of pollution control, statutory regulation issued by State Transport Authorities/ Central Govt./other authorities, Registration Certificate, Insurance Cover/Road Tax Receipt /State or National Permit.
- Details of Drivers with their valid driving license

### **3.7 Financial Capacity**

Bidder must have financial capacity as given below:

### **3.7.1 Annual Turnover**

- (i) The total of last 3 years turnover must be Rs. 20 Lakhs from activities related to vehicle hiring.

The information shall be given in Annexure IV.

A Certificate of the Chartered Accountant indicating the annual turnover for the last three years (2014-15, 2015-16 and 2016-2017) along with the supporting information should be provided.

### **3.8 Deleted**

### **3.9 Blacklisting**

The agency should not be blacklisted by any Government body like Govt. of India, Govt. of Gujarat, Govt. PSUs and corporation etc.

An affidavit to this effect should be provided by the agency on appropriate stamp paper for the samples and publications provided.

## **4. General Terms and Conditions**

### **4.1 Definitions and Interpretations**

"Agency" shall mean the individual firm or company incorporated for undertaking the activities related to professional provider of vehicles on hire basis and related services and shall include the legal personal representatives of such individuals or the persons composing the firm of Company or the successors of the firm/Company and the permitted assignees of such individual or firm of Company.

"Services" mean the Services performed by the Agency.

### **4.2 Representation and Warranties**

Agency warrants and covenants that the Services shall be performed to the highest professional standards in a safe manner in accordance with accepted practices in the area of providing vehicles on hire.

### **4.3 Termination**

#### **4.3.1 DICDL shall be entitled to terminate this contract at no cost to:-**

- (i) In the event of force majeure in accordance with provisions of this agreement.
- (ii) Forthwith by notice in writing to Agency in the event Agency is adjudicated or found bankrupt or insolvent or any order is made or resolution passed for the winding up, liquidation or dissolution of Agency.
- (iii) Forthwith by giving written notice to Agency, if Agency abandons this Contract or if Agency fails to perform or observe any of the obligations on its part to be performed and observed hereunder and in the case of a breach capable of remedy fails or refuses to take steps to remedy the same within seven (7) days of written notice from DICDL requiring the same to be remedied: or
- (iv) For any other reason by giving 10 days written notice, stating the reasons for termination.

#### **4.3.2. Consequences of termination:**

- (i) Termination of Contract entered with successful agency shall be without prejudice to any rights or remedies accrued to either Party prior to such termination.
- (ii) No further payment shall become due to Agency in respect of any period after termination of this Contract with the exception only on any

payment previously accrued and due to Agency under the terms of this Contract.

#### **4.4 Force Majeure**

4.4.1 A delay in or failure of performance of any one or more of its obligations by either Party shall not constitute default hereunder nor give rise to any claim for damage if such delay or failure is wholly and directly caused by any occurrence which the affected Party is unable to prevent including Acts of God by the exercise of reasonable diligence the continuation of which by the exercise of reasonable diligence the affected Party is unable to control and the consequences of which the affected Party is unable to prevent, provided that the affected Party gives prompt written notice to the other Party specifying the circumstances constituting the occurrence and has used all reasonable endeavors to minimize the effects thereof.

4.4.2 If such a delay in or failure of performance caused the suspension of the services hereunder for a continuous period of seven (7) days. DICDL shall be entitled at any time thereafter to terminate the Contract entered into subsequently with the successful bidder forthwith by written notice to Agency.

#### **4.5 Permits, Laws and Regulations**

4.5.1 Agency and their sub- agency to comply with applicable laws.

The Agency shall in carrying out the Services observe and be bound by all applicable laws and hereby undertakes to comply (and to ensure compliance by any Sub-agency) with all laws, ordinances, rules, regulations, bye-laws, decrees and orders whether of Government or other authority or agency having jurisdiction in relation to the Parties. Services or to the Site and the Agency shall give all notices and furnish any bonds, deposits and securities required by official authorities to permit the performance of the Services.

#### **4.6 Safety**

4.6.1 The Agency shall at his own expense arrange for all the safety provisions normally called for by the nature of the Contracted Services and as ordered by the Representative of DICDL in respect of all labour directly or indirectly employed for performance of the Services while working.

The Agency shall be responsible for the safety of the vehicle during the performances of the Services during whole process. Agency shall also take such additional precautions as may be indicated from time to time by the Representative with a view to prevent pilferage's accidents, fire hazards, etc.

## **4.7 Dispute Resolution**

### **4.7.1 Laws Governing the Contract**

This agreement shall be subjected to the Indian laws and regulation and shall be governed by the Indian laws that may be in force during the Contractual period.

## **4.8 Settlement of Disputes**

Any difference of opinion between the DICDL and Agency in respect of matters arising out of this Contract shall be resolved through good faith negotiation the unresolved dispute shall be referred to arbitration. The provisions of the Indian Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof for the time being in force shall govern such arbitral proceeding. Arbitration / disputes jurisdiction to be at Gandhinagar / Ahmedabad.

## **5. Scope of the Work**

DICDL intends to pre-qualify agencies for vehicle hiring requirements. The scope of work may not be limited as described below but it may vary as per requirements and situations arising time to time.

### **5.1 Duties of the Agency**

- Agency shall be solely responsible for means, methods, techniques, procedures & sequences of arranging vehicles, their fueling and maintenance. The Contractor shall co-ordinate all parts of the work and shall be responsible to see the correct operations and maintenance of the vehicles. The Agency shall be solely responsible notwithstanding any stipulations by DICDL or its representative for initiating, maintaining and supervising all safety precautions and programs, in connection with the work and shall comply with all laws, ordinance, code rules, regulations and lawful orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damages, injury or loss during the entire contract period including non-working hours.
- Unless otherwise provided in the contract documents, the contractor shall secure and pay for all permits, Government fees and licenses necessary for the execution and completion of the works.
- The contractor has to submit the documentary evidence for payment of all statutory remittances along with Bill.
- Any violation, in the legal provision of taxes, duties, permits and fees, carried out by the Contractor and detected subsequently shall be sole responsibility of the Contractor and his legal heirs.
- Vehicles will normally be required on an average of 12 working hours per day. Timing and working hours in a day may vary.
- Vehicle shall have to report at mentioned place and time. Any delay in reporting will be considered as absence for the day. Nominated place may be changed as and when required.
- Contractor/ driver shall have to maintain log book in approved format by official in charge which shall have to be filled daily and presented to DICDL authorized representative for signature. (Timing and kilometer reading shall be noted every day at the time of reporting at nominated place and release from same place.)
- Minimum wages to the driver and other statutory obligation should be met by the contractor at his own cost.
- Vehicle may be required for all days including Saturdays and holidays

- The vehicle provided should be commercial vehicle only confirming to terms and conditions of this tender.
- The vehicles shall strictly comply with the provisions of pollution control, statutory regulation issued by State Transport Authorities/ Central Govt./other authorities etc. from time to time. Contractor shall ensure that the vehicles must have all relevant documents like Registration Certificate/Driving license/Insurance Cover/Road Tax Receipt /Permit, Pollution certificate etc. Driver shall be able to produce the documents as and when requisitioned from him. Consequences of failure to comply with any of the rules and regulations of the concerned authorities shall be the sole responsibility of the Contractor/agency.
- All the charges towards repairs/maintenance fuel expenses, oil, lubricant, mobile phone charges, fee towards licenses/registration taxes, challans, salary/overtime of the driver, insurance premium etc. are responsibility of the contractor and shall be borne by the Agency all along the contract duration.
- In case of breakdown of the vehicle, the contractor shall provide the replacement (of same class) within a reasonable time failing which the touring executive(s) will be entitled to hire any vehicle and complete the journey and the amount thus incurred shall be recovered from the bills of the contractor.
- Toll tax, parking charges on tour will be reimbursed only after having submitted the original receipt duly signed/verified by the user/officers.

## 5.2 Time Frame

The various vehicles shall be required from time to time. **If Vehicle Hire Agency once selected and empaneled, the initial contract period shall be of two years which may be extended with mutual agreement.**

**Annexure I: Empanelment Application**

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**Name of work: Empanelment of Agencies for various Vehicle Hire requirements**

To

CEO & Managing Director  
**Dholera Industrial City Development Limited**  
6th Floor, Block No. 1 and 2, Udyog Bhavan,  
Sector-11, 'GH-4' Circle, Gandhinagar – 382017  
Gujarat, India

Dear Sir,

Having examined the Bid Documents including scope of works and eligibility criteria for the aforesaid work, we hereby submit all necessary information and relevant documents as desired. We are qualifying as per minimum requirement narrated in the Bid Document.

The application is made by us on behalf of..... In the capacity of..... duly authorized to submit the offer.

The necessary evidence admissible in law in respects of authority assigned to us on behalf of the firms for applying and for completion of the contract document is attached herewith.

It is certified that the information furnished in this document is authentic.

We undersigned accept that the employer (DICDL) reserves the rights to reject pre-qualification as well as the tender for this work without assigning any reason.

Date:

Place:

Signature of the applicant with  
his capacity in the firm  
(Name in bracket)

Encl.:

1. Bid Document duly filled and signed in all the pages accepting the terms and condition.
2. Annexure I to VIII duly filled in the prescribed form with supporting documents.
3. Evidence of authority to sign.

**Annexure II: About Organisation**

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1. Name of Company :  
Address :  
Telephone No. :  
Telex/Fax No. :  
Mobile No. :  
E-Mail Address :
  
2. Description of company :
  
3. No. of years of experience :  
as an Agency.
  
4. No. of years of experience :  
as a sub-Agency.
  
5. PAN Number :  
(Provide attested Photocopy)
  
6. GST No: (Provide attested  
Photocopy)
  
7. Registration the of the Office with relevant authorities  
(Provide attested Photocopy)

**Annexure III: Agency's Resource**

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**1.0 Agency's general information**

Bidder shall enter below, brief company particulars.

1. Personnel Details:

| <u>Personnel Category</u> | <u>Number</u> |
|---------------------------|---------------|
|---------------------------|---------------|

1.

2.

3.

4.

**2.0 Agency's personnel**

(i) Bidder shall submit details of drivers, etc; they wish to propose for the Service.

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone No:** \_\_\_\_\_

**Annexure IV: Financial Statement**

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(To be given separately of each partners)

1. Name of the firm :
  
2. Attached audited balance sheet and profit loss statement for the past five years :
  
3. Annual value (Turn Over) vehicle hire works as per scope of work Chapter 4 under taken for each of the last three years and projected for current three years.

Annual turnover from the providing vehicles on hire.

| Year<br>2014-15 | Year<br>2015-16 | Year<br>2016-17 |
|-----------------|-----------------|-----------------|
|                 |                 |                 |
|                 |                 |                 |

**Annexure V: Details of Vehicle**

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Details of various vehicles and driver staff should be given.

1. Name of Bidder/Agency.
2. Details of the vehicles.

| Sr No.         | Name of Vehicle including number of seating capacity | Description including Registration number and year of purchase | Current running in Kms. | Remarks |
|----------------|--|--|-------------------------|---------|
| 1              |  |  |                         |         |
| 2              |  |  |                         |         |
| 3              |  |  |                         |         |
| 4              |  |  |                         |         |
| 5              |  |  |                         |         |
| 6              |  |  |                         |         |
| 7              |  |  |                         |         |
| 8              |  |  |                         |         |
| 9              |  |  |                         |         |
| 10 and more... |  |  |                         |         |

**Note:**

1. The format given may be changed as per convenience to furnish more information.
2. Invoices of purchase, details of machines/equipment etc. shall be given.

**Annexure VI: Experience**

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| <b>Sr. No.</b> | <b>Name of the Company/Organization</b> | <b>Year</b> | <b>Amount of contracts</b> |
|----------------|---|-------------|----------------------------|
| <b>1.</b>      |   |             |                            |
| <b>2.</b>      |   |             |                            |
| <b>3.</b>      |   |             |                            |
| <b>4.</b>      |   |             |                            |
| <b>5.</b>      |   |             |                            |

**Annexure VII: Litigation History**

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Name of Applicant / or partner:

Applicants should provide information on any History of litigation or arbitration resulting from contracts executed in last five year or currently under execution.

| Year | Award for/or against applicant | Name of client. Cause of litigation and matter of dispute | Disputed Amount in Rupees |
|------|--------------------------------|---|---------------------------|
|      |                                |   |                           |
|      |                                |   |                           |
|      |                                |   |                           |

**Annexure VIII: Additional Information**

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(The applicant can add here any further information about condition of vehicle with brief description and photographs of vehicles for empanelment).

## 6. Draft Agreement for Empanelment

Agreement for Empanelment of Vehicle Hire Agency

between

\_\_\_\_\_

and

\_\_\_\_\_

Whereas the “Dholera Industrial City Development” (the “**Employer**”) has invited proposal for Empanelment for Vehicle Hire Agency hereinafter called the Vehicle hiring Works.

And Whereas \_\_\_\_\_ (Sole member/Lead Partner) and \_\_\_\_\_ JV partner/s (if applicable) have agreed to provide the said services to the Employer as Empaneled Vehicle Hire Agency and the same Agency/JV shall bid for the Vehicle hiring works upon floating of the tender; and

Now, therefore, it is hereby agreed by and on behalf of the partners as follows:

- (i) \_\_\_\_\_ will be the lead partner and \_\_\_\_\_ will be the other JV partner/s (if applicable).
- (ii) \_\_\_\_\_ (Sole member/lead partner) shall be the in-charge of overall administration of contract for conducting all business for and on behalf of the Agency/JV during the bidding process and subsequently, represent the Agency/joint venture for and on behalf of the Agency/JV for all contractual matters for dealing with the Employer if Vehicle hiring work is awarded to them.
- (iii) We/all JV partners do hereby undertake to be jointly and severally responsible for all the obligation and liabilities relating to the providing vehicles and in accordance with the Scope of Works for the Empanelment of the Vehicle hiring Services.

The mutual rights and obligations of the Employer and the Agency shall be as set forth in the Contract for Individual/multiple Vehicle hire; in particular which shall be awarded to the Selected Agency after bidding process:

- (a) The Agency shall carry out the Services in accordance with the provisions of the Individual Contract; and
- (b) The Client shall make payments to the Agency in accordance with the Provisions of the Contract.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF OF  
[NAME OF THE CLIENT]

By  
(Authorised Representative)

FOR AND ON BEHALF OF  
[NAME OF THE VEHICLE AGENCY]

By  
(Authorised Representative)