



**Tender Notice for Empanelment of Travel Agency**

Sealed bids are invited from the reputed Registered Travel Company/firms for hiring of vehicle as and when required basis. Interested agencies should quote their rates typed (Hand written quotation not allowed) in the format. Bids received in any other format will not be considered. Details of the tender can be obtained from our website (www.statehealthsocietybihar.org)

**Eligibility Criteria**

Tenders in one large envelope marked as "Bid for Empanelment of Travel Agency" containing two separate sealed envelopes.

- 1) Envelope 'A' marked with "Technical Bid for Empanelment of Travel Agency"
- 2) Envelope 'B' marked with "Financial Bid for Empanelment of Travel Agency"

Financial Bids of only those tenderers, who qualify in the technical bid, will be opened.

Interested agencies must enclose the following credentials in the Technical Bid marked as Cover 'A':

1. Requisite document showing three years of market standing as travel agency.
2. Registration No of the Agency.
3. Service Tax Registration No.
4. Copy of PAN card.
5. Audited Statement of Accounts for the last three years.
6. The firm should have a minimum average annual turnover of Rs 50 Lacs in the last three years.
7. A notary affidavit of not having been blacklisted by any organization.
8. Demand Draft of Rs. 20,000/- (Twenty Thousand Only- Refundable-in case of not being selected) in favour of State Health Society, Bihar.

**Financial Bid, marked as Cover 'B':**

Financial bid should be given in the format below:

SN	Type of Vehicles	Rate in Rupees (Inclusive of all the taxes)						
		Rate shall include outstation and night halt			Monthly			
		Half Day (40 km/4 hr)	Full Day (80km/8 hr)	Full Day (120km/12 hr)	Upto 1000 KM	Upto 1500 KM	Upto 2000 KM	Extra Rate Per KM
1	Ambassador A.C.							
2	Ambassador Non A.C							
3	Indica Non A.C.							
4	Indica A.C.							
5	Tata Sumo/Bolero Non A.C							
6	Tata Sumo/Bolero A.C							
7	Safari/Scorpio A.C.							
8	Qualis A.C.							
9	Innova A.C.							
10	Indigo A.C.							
11	Esteem A.C.							
12	Marshall Non A.C.							

**Terms & Conditions:**

Rates quoted must be inclusive of all taxes and shall be valid till 31.03.2011.

1. Selected party will have to submit Bank Guarantee of Rs 100000/- (One Lacs Only) as Performance Guarantee.
2. TDS shall be deducted at prescribed norms on the payable amount.

The last date for submitting the complete tender document is 2<sup>nd</sup> November 2009 (3 PM). The bid shall be opened on 2<sup>nd</sup> November 2009 (4 PM) at SHSB in the presence of the parties those who wish to participate. SHSB reserves the right to accept or reject any offer/all offers without assigning any reason. For all enquiries the interested agencies may contact Mr. Alok Ranjan, Tel no. 0612-3244036 during office hours on all working days.

**Executive Director**