

**SECTION I
COCHIN PORT TRUST**

Chief Mechanical Engineer's Office,
Cochin Port Trust,
W/Island, Cochin – 682009, KERALA
Tele: 91-0484-2666639/0484-258-2300
website: www.cochinport.gov.in



Tender No. D/ICE/T-04/Taxi Hire(Diesel)/2021-M

Date:22-02-2021

1. NOTICE INVITING TENDER

1. Electronic Tenders (**e-tenders**) in Single Stage Two Cover bidding procedure [Technical Bid and Financial Bid], are invited by The Chief Mechanical Engineer, Cochin Port Trust, Willingdon Island, Cochin-682 009 from reputed firms meeting the Minimum Qualification Criteria specified below ***“for operation of Diesel Taxi Cars for three years on hire basis for Cochin Port Trust ”***
2. ***Minimum Qualification Criteria (MQC):***

Tenderer must fulfill the following Minimum Qualification Criteria to prove the techno-commercial competence and submit the documents in support thereof:

a) Experience

The Tenderer should have experience of having successfully completed ***similar works*** during last seven years ending 31-01-2021 should be either of the following :-

- i) Three similar completed works each costing not less than **Rs. 27,04,000/-**
(OR)
- ii) Two similar completed works each costing not less than **Rs. 33,80,000/-**
(OR)
- iii) One similar completed work costing not less than **Rs. 54,08,000/-**

b) Financial Turnover

Average Annual Financial turnover of the tenderer during the last three financial years, ending 31st March, 2020 (viz. 2017-18, 2018-'19 and 2019-20 shall not be less than Rs.20,28,000/-

Explanatory notes:-

Note 1 :- ***“Similar works”*** means “contracts involving operation of Passenger Vehicles on hire basis (viz. Cars/ Jeeps / Vans/ Mini Buses/ Buses etc.) in any State Govt./Central Govt./Public Sector Undertakings/ Private Companies”

Note 2:- The bidders who have successfully completed atleast one year of ongoing contracts for *similar works* as on 31-01-2021 and the value of the completed portion of the contract is meeting the criteria specified under Clause 2 (a) above, shall also be considered based on documentary proof issued by the clients.

Note 3:- Following enhancement factors will be used for the costs of works executed for bringing the financial figures to a common base value in respect of the works completed in past years.

Table 1.1

Year before	Multiplying factor
One year [January 2020]	1.07
Two years [January 2019]	1.14
Three years [January 2018]	1.21
Four years [January 2017]	1.28
Five years [January 2016]	1.35
Six years [January 2015]	1.42

Note 4:- The experience certificate of contracts executed in private sectors/organizations shall be considered for qualification, on submission of TDS certificate along with work order and completion certificate.

Note 5:-Bidder should submit the following documents along with the tender to prove the MQC:-

- (i) Self attested/notarized copies of Work Order/Contract Agreement/Lease Agreement and certificate of satisfactory completion (atleast for one year) issued by the Client in support of contracts having been executed as proof. Details of such contracts shall be furnished as per Annexure-3.
- (ii) A statement duly certified by the Chartered accountant showing the average annual Financial Turnover during the last three financial years, (viz. 2017-18, 2018-'19 and 2019-20) and audited financial statements for the above three financial years.

3. Other Eligibility Considerations:

3.1 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- (i) made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or

(ii) record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

4. **Pertinent information to the tender is given in the following Tables:**

i) **Schedule of different activities till submission of the bid are detailed as under:**

Table 1.2

Sl. No.	Particulars	Date and Time
1	Tender e-publication date	23-02-2021
2	Download period of Bid Documents	23-02-2021 to 16-03-2021 upto 14:00 hrs.
3	Pre-Bid meeting	02-03-2021 (Through Video Conference)
4	Last date for seeking clarifications	Upto 11:00 hours on 02-03-2021
5	Last date and time of submission of Bid	16-03-2021 upto 15.00 hrs
6	Date and time of opening the Technical Bid	16-03-2021 after 15.30 hrs
7	Date and Time of opening of Financial bids of Technically qualified bidders	Will be announced after completion of Technical evaluation and pre-qualification of bids.

ii) **General Information:**

Table 1.3

Sl. No	Item	Details
	Tender No. D/ICE/T04/Taxi Hire(Diesel)/2021-M Dated :23-02-2021	
1	Name of the work	Operation of Diesel Taxi Cars for three years on hire basis for Cochin Port Trust
2	Employer	Cochin Port Trust
3	Employer's Representative	Chief Mechanical Engineer
4	Executing authority	Chief Mechanical Engineer, Cochin Port Trust

iii) Bid information :

Table 1.4

i)	Estimated Amount put to Tender	Rs.2,02,79,400/- . (Rupees Two Crores Two lakhs seventy nine thousand four hundred lakhs only) plus GST – (Total for three years)
ii)	Earnest Money Deposit	No EMD will be applicable for this tender as per the Ministry of Ports, Shipping and Waterways letter No.PD-24015/71/2020-PDVII(e-340929) dated 26-11-2020 and Ministry of Finance, Department of Expenditure's OM No.F-9/4/2020-PPD dated 12-11-2020. In lieu of Bid Security/EMD, Bid Security Declaration shall be furnished as per the format enclosed as Annexure-5. Otherwise, the bids will be rejected.
iii)	Cost of Bid document	Rs.5,600/- (5000 + 12% GST) (Non-refundable) furnished either through Demand Draft / Banker's Cheque drawn in favour of the FA & CAO, Cochin Port Trust, payable at Kochi, from any Commercial Bank in India or payment online, being the cost of single copy of the tender document.
iv)	Validity period of Tender	90 days from the Last Date for Receipt of Tenders.
v)	Period of Contract	Three Years.
vi)	Vehicle Usage Categories (No.of vehicles given are anticipated requirement and are subject to vary at the time of awarding the contract)	(i) 12 hour usage (8 AM to 8 PM, required on all days including Sundays & Cochin Port Holidays) :10 Nos.
		(ii) 12 hours usage (8 AM to 8 PM), (deployment on Sundays & Cochin Port Holidays shall be as per the requirement of CoPT which will be intimated in advance) - 2 Nos.
		(iii) 24 hour usage (required on all days including Sundays and Cochin Port Holidays): 2 Nos.
viii)	Vehicle Category	SEDAN
ix)	Year of manufacture & Registration	On or after 01-01-2019
x)	Name, Designation, Address and other details (For Submission of Bid in response to NIT)	V. Thuraipandian Chief Mechanical Engineer, 1st floor, New Administrative Building, Cochin Port Trust, Willingdon Island,

		Kochi-682 009, Kerala. Email: cme@cochinport.gov.in
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5. The bidders are permitted to deploy their own vehicles or vehicles leased from third parties. In case the bidders are intending to deploy vehicles of third parties, the bidders are required to furnish a lease agreement executed with the owner of the offered vehicles along with their tender in the prescribed format. In the said lease Agreement, the Owner of the car should have given an unconditional undertaking to the effect that the offered leased vehicle will not be withdrawn by the Owner till the expiry of Contract with Cochin Port Trust.
6. The number of vehicles mentioned in the Tender Documents may vary and CoPT reserves the right to discharge the tender after opening the price bids since there is a proposal to engage electric vehicle as per the Green initiative and Kerala Govt's Directions vide Order No.G.O.(P) No.24/2020/Fin dated 07-03-2020 and in such a case, the CoPT will finalise the other tender separately issued for the hiring of e-vehicles. The bidders are advised to note this and shall quote the rates accordingly and CoPT is not bound to accept this tender for the hiring of conventional diesel vehicles and bidders shall not claim it as a right to award the contract to the lowest or any other offer.
7. Tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/COPT on the dates specified in the above table by making online requisition. Bid document will also be available in Cochin Port website (www.cochinport.gov.in) as well as Central Public Procurement (CPP) Portal, which can be downloaded. The cost of bid document shall be furnished either through Demand Draft / Banker's Cheque drawn in favour of the FA & CAO, Cochin Port Trust, payable at Kochi, from any Commercial Bank in India or payment online.
8. The bidders need to obtain the one time User ID & password for log-in to in **e-Tendering** system from the service provider **M/s. KEONICS** by paying the registration amount of **Rs.1180/-** by online payment using Credit/Debit Card/Net Banking or DD in favour of "KSEDCL, Bangalore".
9. The intending bidder must have valid Class-II or III digital signature certificate to submit the bid. For further details and to obtain the digital signature, please contact e-Tender Help Desk No. 080-49352000/9605557738.
10. The bidder is responsible to download the Tender Document, all Addenda/ Amendments/ Errata/ Replies to the queries of bidders etc., if any, issued by CoPT, from the website before submission of the bid. The Cochin Port Trust reserves the right to call for shortfall in documents provided the MQC documents are submitted at the time of tender opening .ie. if the work order alone is submitted, the Cochin Port Trust will ask the bidder to furnish the relevant completion certificate/performance certificate and so on.
11. All bids shall be submitted "**online**" **only**, on the website www.tenderwizard.com/COPT, strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the tender document. No bids shall be accepted off-line (Hard copy).
12. Cochin Port Trust will not be held responsible for any technical snag or network failure during online bidding. It is the bidder's responsibility to comply with the system requirement, i.e. hardware, software and internet connectivity, at bidder's

premises to access the e-Tender portal. Under any circumstances, Cochin Port Trust shall not be liable to the bidders for any direct/indirect loss or damages incurred by them, arising out of incorrect use of the e-Tender system or internet connectivity failures.

13. The bidder shall submit the originals of the instrument towards the cost of tender, Bid Security Declaration Form, Power of Attorney, if applicable along with letter of submission in a sealed cover to the **Chief Mechanical Engineer, Cochin Port Trust, W/Island, Cochin – 682 009, KERALA**, before opening date and time of the tender. **Non submission of the original financial instrument towards cost of Tender Document and Bid Security Declaration before opening date and time will make the tender liable for rejection.**
14. In case of on-line payment of Cost of Tender Document, UTR number of the transaction should be communicated to the Chief Mechanical Engineer's e-mail of Cochin Port Trust as mentioned in Table 1.3 above, well in advance before opening of e-tender. Cochin Port Trust will verify the receipt of Cost of Tender Document as referred in UTR number in the Bank Account Number mentioned below. If cost of tender document has not been reflected in the Bank Account of Cochin Port Trust, the bid will be rejected. Bank Details of Cochin Port Trust are given below:-

Name of Bank	State Bank of India
Name of Branch	Cochin Port Trust
IFSC Code	SBIN0006367
Account No	10601197375
Account Holder's Name	Cochin Port Trust

15. Exemption from the payment of Cost of Tender document shall be given to Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department as provided in GFR 2017.
16. The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/State Government/ Public Sector Undertaking/ Regulatory Authority of India at the time of submission of this bid
17. The undersigned reserves the right to reject/cancel/postpone/annul the tenders at any stage of the tender, which will be binding on all bidders.
18. This tender notice shall form part of the tender document and are to be signed and submitted along with the tender.

Sd/-

CHIEF MECHANICAL ENGINEER

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