

p) The driver should possess valid Driving License of appropriate category and shall keep it with him., Place of duties: within KVS (Hyderabad Region) and visit to different KVs in Twin Cities of Secunderabad /Hyderabad and out Station KVs. of Telangana State and Andhra Pradesh (except Visakhapatnam).

q) Period of Contract: 11 (Eleven) Months.

r) If services of **behaviour and punctuality of time found not satisfactory** as reported by Officer using vehicle, the Deputy Commissioner can **cancel the contract without giving any notice**.

s) The undersigned reserved the right to accept and reject any offer.

t) The department does not bind itself to accept the lowest offer and reserves its right to accept/reject the offer in whole or in part **without assigning any reason** thereof.

7. Evaluation of Bid:

The indenter will evaluate and compare the Bids determined to be **substantially responsive** i.e. which are **properly signed on each page and confirm to the terms & conditions in the following manner:**

i) The bid will be treated as **non-responsive if following documents are not attached:-**

- a) Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3(three) years.
- b) Audited / Certified Balance Sheet & Profit and Loss Account.
- c) List of clientele during last 3 years along with cost of assignment.
- d) Attested copy of License for running the business of Manpower.
- e) PAN No. and current IT clearance certificate / Copy of IT Return filed
- f) Attested copy of proof of EPF registration
- g) Attested copy of proof of ESI registration
- h) Attested copy of proof of Service Tax Registration
- i) The Bidder shall deposit **Rs.5000/-** (Rupees Five thousand only) in the form of Demand Draft/ Bankers Cheque drawn in favour of "**KVS, RO Fund Account HYDERABAD** ", payable at HYDERABAD as earnest money along with the Bid. The earnest money shall be returned to the unsuccessful bidders after the award of the contract. Any kind of exemptions are not accepted .

ii) The Evaluation will be done for all the items put together, Indenting office will award the contract to the lowest evaluated responsive bidder.

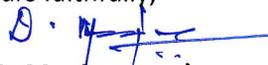
8. Award of Contract :

- a) The Indenter will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the lowest price as per para 7.
- b) The Indenter prior to the expiration of the Bid validity period will notify the bidder whose Bid is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the contract.
- c) Notwithstanding the above, the Indenter reserves the right to accept or reject all Bids and to cancel the bidding process and **reject all Bids** at any time prior to the award of the contract **with out assigning any reason**

9. Last date and time of receipt of Bid

You are requested to submit the Sealed Bids super scribed on the envelope as "**Bids for providing Staff Car Driver Services** in KVS,RO, HYDERABAD on service charge basis due on **17.08.15 latest by 03.00_PM**. The Indenter looks forward to receive the Bid in the format of Bid attached only and appreciate the interest of the service provider in the KVS.

Yours faithfully,


(D. Manivannan)

DEPUTY COMMISSIONER.

For and on behalf of KVS.