

**TENDER FOR HIRING OF CAB (CAR) ON AS & WHEN REQUIRED BASIS FOR THE  
PERIOD OF F. Y. 2025-26**

**IMPORTANT DETAILS**

**(1) LAST DATE FOR SUBMISSION OF BID 25/04/2025 AT 2.00 P.M.**

**(2) DATE AND TIME OF OPENING OF BID IN PRESENCE OF BIDDERS/  
REPRESENTATIVES OF BIDDER: 25/04/2025  
AT 2.30 P.M.**

**(3) EARNEST MONEY :- Rs. 10,000/-**

Name of Firm:

Address of Firm:

Phone No.

PAN No.

GST No.

EMAIL ID :-

DATE:-

Authorized Contact Person's Name & Contact No.:

I hereby submit that the information provided by me are true to the best of my knowledge and belief.  
Any discrepancy in the document may lead to the cancellation of tender.

**Signature of Authorised Signatory of Firm with Seal**



**Terms and conditions for awarding the Annual Rate Contract.**

- (1). The firm shall quote its rates for a period of one year. The term of annual rate contract may be extended for further on same terms and conditions with the consent of both the parties.
- (2). The firm shall commence the work/supply immediately after awarding the annual rate contract till the specialized date mentioned in supply/work order or extended period if any.
- (3). **Firm/Contractor must submit the Earnest Money of Rs 10,000/-**, in the form of a Demand-draft issued by a Nationalized/Schedule Bank in favour of the Registrar, National Law University, Jodhpur payable at Jodhpur at the time of submission of tender documents. Earnest Money shall be refunded/adjusted against security deposit, if any, after award of work order, as the case may be.
- (4) In absence of earnest money, quotation shall not be entertained in any circumstances.
- (5) In case of claim for exemption from deposit of Earnest money sufficient proof in support of claim for exemption of EMD as prescribed in Govt. of India Notification is to be attached with the bid.
- (6). **Successful bidder shall be required to deposit security money equal to 10%(TEN PERCENT) of amount of approximate consumption/service, for a period of one year**
- (7). In case of non-submission of security deposit by successful bidder, work order/supply order shall stand cancelled and earnest money shall be forfeited by the University. Further, University shall have right to give work/supply order to next bidder, in accordance with the bid.
- (8). In case of non-fulfillment of any condition of work/supply order, University shall have a right to forfeit the security deposit or penalty may be imposed as may be decided by the University.
- (9). The Agencies shall be bound to fulfill all the conditions of the tender.
- (10) Tenders are non-transferable.
- (11) The agency shall quote its rates which shall be inclusive of all taxes, transportation etc. whatsoever. Tax if applicable should be mentioned in quotation clearly. In absence of that price will be treated as inclusive of taxes and any change/rise in price shall not be accepted. The rates should not be higher those quoted in any other organisation/institution or the MRP. Any hike in price during annual rate contract period shall not be entertained for any reason.
- (12). Rates should be quoted in schedule of quantity mentioned by university, and it should be signed by authorized signatory.
- (13). Rates should be quoted in figures as well as in words, in case of difference in both the rates for whatsoever reason; lower rates mentioned shall be treated as final.
- (14). Successful Supplier shall not show their inability to execute work/supply items given as per the tender. In such case, the University may black list/debar the Agency. Agency may not be allowed to participate in any tender in future for the period as may be decided by the university. The Security Deposit of such Agency shall be forfeited without any prejudice.

- (15) Incomplete tender may be rejected.
- (16) Conditional tender shall be rejected.
- (17). The firm must submit the PAN, GST No. along with tender form, failing which, tender shall be rejected.
- (18). Any clarification required by the bidder shall be asked only in writing through e-mail/fax/post and reply of the same will also be communicated only in writing.
- (19).All disputes pertaining to the contract is limited to the jurisdiction of Vice- Chancellor,  
NLU, Jodhpur, District Court of Jodhpur and in exceptional cases to the Hon'ble High Court of Rajasthan, Jodhpur.
- (20). Without prejudice to above, the parties reserve the right to enter into an Arbitration process in accordance with the relevant clause of Arbitration and Conciliation Act, 1996.
- (21) The NLU, Jodhpur reserves its right to reject/accept any or reject all tenders at any time without assigning any reason thereof. It shall be without any liability towards the bidder.
- (22)Payment shall be made only after submission of original bill with necessary document and after supply of complete items/execution of work.
- (23) It shall be responsibility of the firm/agency to ensure the safe, timely reaching sealed envelop to the office of the Registrar, National Law University, Jodhpur, N.H.-65, Nagour Road, Mandore, Jodhpur (Raj.). University shall not be liable for any delay for any reason.
- (24). The firm must not have been debarred / blacklisted by any Govt. Deptt, agency, PSUs / institution / agencies / autonomous organisations. The bidder shall submit a self certification by an authorized person duly notarized to this effect.(attach self declaration certificate duly notary attested)in the prescribed format attached as Annexure”A”
- (25). The bidders must sign at the bottom of each page of the bid documents at the time of submission in token of unconditional acceptance of the terms and conditions, technical specifications etc.
- (26). University reserves its right to modify the bid document/details by way of amendment. **Notification for Such amendment shall be notified only on university website, therefore bidders are advised to visit university website time to time.**
- (27). **Successful bidder shall be calculated on overall basis for cab on hire basis for local and outstation separately.**
- (28)Any losses sustained by Institute due to negligence of agency service in the form of loss/damage of property, will be recoverable from the contractor, as the money value shall be estimated by the Institute. The decision of the institute in this regard will be final and binding on the contractor/firm.
- (29)The Contractor/firm will adopt all safety measures /precautions while executing the work. In case of any accident /causality of any personnel, involved in work the complete responsibility will be borne by the contractor/firm himself and University will not be held responsible for any claim/compensation.
- (30) In case work/service/items not found as per specifications of the University, whole work shall be rejected and there shall not be any liability towards University for any reason.

(31) University may take clarification from bidder and may take appropriate decision accordingly. The decision of University shall be final and binding to all.

(32)NLU, Jodhpur does not bind itself to accept the lowest or any other tender and reserves the right to reject any or all the tenders received without assigning any reason, which shall be without any liability towards the bidder.

**(33)If any delay occurred by the executing firm, penalty as may be decided by the University shall be imposed.**

(34)The firm/contarctor will adopt all safety measures /precautions while executing the work in relation to all material, equipment and accessories etc.University will not be responsible for any loss, theft, damage etc for any reason.

**(35) In case of any error in calculation, corrected amount will be considered for calculation of lowest bidder**

**(36)** In case of any false statement ,incorrect or false/document submitted by the firm university shall have the right to reject the bid, cancel the work order, impose the penalty, forfeit of EMD or/and security deposit, black listing of firm, withhold of payment for executed work as decided by competent authority ,.

All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.

**ACCEPTANCE**

I/We have carefully read and understood the above terms and conditions of the bid and agree to abide by them.

Signature of the bidder with seal

**DECLARATION REGARDING BLACKLISTING/DEBARRING FOR TAKING PART IN TENDER**

(To be executed & attested by Public Notary/executive Magistrate on Rs 100/-non judicial stamp paper by the Tendered]

1. I/We \_\_\_\_\_ of M/s \_\_\_\_\_ hereby declare that our company \_\_\_\_\_ having registered address \_\_\_\_\_ at \_\_\_\_\_

\_\_\_\_\_ has never been ‘Blacklisted/debarred by any State/Central Govt,Department/Organization till date nor we are facing/filed any Litigation proceeding regarding debarring (blacklisting) with either of the above said agencies.

OR

1. I/We \_\_\_\_\_ of M/s \_\_\_\_\_ hereby declare that our company \_\_\_\_\_ having registered address at \_\_\_\_\_

\_\_\_\_\_ was blacklisted or debarred by State/ Central Govt,Department/Organization from taking part in tenders for a period of \_\_\_\_\_ years wef \_\_\_\_\_ to \_\_\_\_\_ .the period is over on \_\_\_\_\_ and now the firm /company is entitled to take part in tenders.

- 2. In case of above information found false, I/we are fully aware that the tender/contract will be rejected/cancelled by National Law University, Jodhpur, and EMD/Security deposit shall be forfeited.
- 3. In addition to the above National Law University, Jodhpur will not be responsible to pay the bills for any completed /partially completed work/supply.

DEPONENT

ATTESTED:  
(Public Notary/executive Magistrate)

NAME:- \_\_\_\_\_  
Address: \_\_\_\_\_

**CAB (CAR) REQUIRED ON HIRE BASIS ON AS AND WHEN REQUIRED BASIS FOR THE YEAR**

S.no	DESCRIPTION	(12 hrs & 100 kms)	(8 hrs & 80 kms)	Half Day 4 hrs & 40 kms	Airport / Railway station to NLU pick & drop (One trip)
(LOCAL RATES FOR JODHPUR)					
1	CAB (CAR), A/C <b>(Toyota Innova crysta)</b> Extra Hours Extra Kms				
2	CAB(CAR), A/C ( <b>Maruti Ertiga/Kia Carens</b> ) Extra Hours Extra Kms				
3	<b>CAB(CAR), A/C</b> ( <b>Maruti SwiftDzire/Toyota Etios/Hyundai Aura/Honda Amaze</b> ) Extra Hours Extra Kms				
(OUT STATION RATES)					
1	CAB (CAR), A/C <b>(Toyota Innova Crysta)</b>				
2	CAB (CAR), A/C ( <b>Maruti Ertiga/Kia Carens</b> )				
3	<b>CAB (CAR), A/C</b> ( <b>Maruti Swift Dzire/Toyota Etios/Hyundai Aura/Honda Amaze</b> )				

**TERM AND CONDITIONS:-**

(1) The firm should have their own fleet of minimum 05 vehicles (Taxi permit only) registered in the name of owner/partner/firm. No personal number vehicles will be allowed to use as taxi. The firm has to submit documents for registered vehicles.

(2) The firm has to mention the distance of their office from NLU Campus for calculating the total vehicle run (kilometers)

(3) It should be ensured that the driver should be in proper uniform, medically fit and having valid license.