

# **Request For Proposal**

**Invitation for submission of proposals through e-procurement for  
hiring of vehicles for GMVN office**

**BY  
GARHWAL MANDAL VIKAS NIGAM**

**RFP No.:- Vehicle tender 2025-26  
Dated: 13.08.2025**

**Subject: Invitation for submission of proposals through e-procurement for hiring of vehicles for GMVN office.**

### **Tender Schedule**

S. N.	Event Description	Date
1	Availability of TENDER Document	Document can be downloaded from: <a href="http://www.gmvnonline.com">www.gmvnonline.com</a> , <a href="http://www.uktenders.gov.in">www.uktenders.gov.in</a>
2	Payment to be paid along with Submission of Bid	<b>Tender Fee (non-refundable):</b> Demand Draft of Rs.1770.00 (incl. GST) in favour of Managing Director, Garhwal Mandal Vikas Nigam Limited, Payable at Dehradun <b>Bid Security Declaration:</b> Bidder shall submit Bid Security Declaration as per Technical Bid Form-2. Bid Security Declaration shall be submitted separately for each Vehicles. where bidder want to submit bid for more than one Vehicles.
3	Publishing and Start Date of Downloading Tender document	13-08-2025 from 05:00 PM
4	Date & Time of Pre –bid Meeting	<b>Date:</b> 18-08-2025 from 03:00 PM <b>Venue:</b> Garhwal Mandal Vikas Nigam Limited, 74/1, Rajpur Road, Dehradun
5	Mode of Submission of Bid	Online at e-Proc website ( <a href="http://www.uktenders.gov.in">www.uktenders.gov.in</a> )
6	Start Date of Online Submission of Bid	<b>From:</b> 20-08-2025 from , 10:00 AM
7	Last Date of Online Submission of Bid (Bid Due Date)	<b>Upto:</b> 03-09-2025, upto 12:00 PM
8	Submission of Original Demand Draft for Tender Fee & other documents	03-09-2025, upto 03:00 PM Venue: Office of the General Manager (Tourism), Garhwal Mandal Vikas Nigam Limited, 74/1, Rajpur Road, Dehradun
9	Date, Time and Venue of Technical Bid Opening	03-09-2025, upto 03:30 PM <b>Venue:</b> Office of the General Manager (Tourism), Garhwal Mandal Vikas Nigam Limited, 74/1, Rajpur Road, Dehradun
10	Date, Time and Venue of Financial Bid Opening	Shall be intimated to the Eligible Bidders at appropriate time
11	Issue of Letter of Award (LOA) to Selected Bidder	Shall be intimated to the successful at appropriate time
12	Acceptance of LOA by the Selected Bidder	Within 7 days of issuance of LOA
13	Signing of Contract Agreement	Within 10 days of issuance of LOA

**Note:** If the office happens to be closed on the days of submission of original documents or opening of proposals, same stands postponed to the next working day without any change in time or venue. However, please note there will be no change in Proposal submission date on e-portal, unless it is also extended).

## **I. Instruction to Bidder (ITB)**

1. GARHWAL MANDAL VIKAS NIGAM LTD. (GMVN) invites proposals through e-procurement portal for hiring of vehicles as per details given in this tender.
2. Detailed Scope of Work / Services are given before commencement of Annexures' Section.
3. **Selection Criteria:**
  - A) **Eligibility Criteria:**
    - i) Should be a legal entity as per Indian Law.
    - ii) Should have been in existence for minimum three years as on the last date for proposal submission.
    - iii) Should have GST registration.
    - iv) A Power of Attorney for signing of proposal needs to be furnished in favour of the Authorized Signatory as per format provided in Annexure - 6.
    - v) Affidavit as per format provided in Annexure – 7.
    - vi) The Service Provider should not have been black listed as on the last date of proposal submission by any Ministry / Department / Undertaking of Government of India or any State or Union Territory Administration an affidavit should be submitted for the same as per the format in Annexure - 8.
    - vii) The agency should possess license to run a vehicle on hire/agency license from Transport department (RTO).
4. The Service Providers should submit along with the proposal relevant documents to establish their eligibility and also for meeting post-qualification criteria.
5. With regard to eligibility and post-qualification criteria; and Service Providers' responsiveness, the interpretation and decision of the Technical Evaluation Committee shall be final and binding on all Service Providers.
6. Tender fees of Rs 1770 (including GST) to be paid in the form of DD .
7. **Earnest Money:**
  - a) Every bidder participating in the bidding process must furnish the required interest-free Earnest Money Deposit (EMD) of Rs 40,000 {INR Forty Thousand only) in the form of a Fixed Deposit Receipt from any nationalized or a scheduled commercial bank
  - b) in favor of "Managing Director, GMVN
  - c) The Earnest Money shall be returned to unsuccessful Service Providers within a period of thirty (60) days from the date of announcement of the Successful Service Provider. The Earnest Money submitted by the Successful Service Provider shall be released upon furnishing of the Performance Security.
  - d) The Successful Service Provider's Earnest Money will be returned, without any

interest, upon the signing of the Contract Agreement and furnishing the Performance Security in accordance with the provisions thereof.

- e) The Earnest Money shall be forfeited in the following cases:
  - i) If the Service Provider withdraws its proposal during the interval between the last date for proposal submission and expiration of the proposal validity period; and
  - ii) If the Successful Service Provider fails to provide the Performance Security within the stipulated time or any extension thereof provided by GMVN.

**8. Proposal Preparation Cost:**

The Service Provider shall be responsible for all the costs associated with the preparation of its proposal and its participation in the bidding process. GMVN will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of bidding.

**9. Clarifications:**

Service Providers requiring any clarification on the tender document may e-mail to [mis.gmvn@gmail.com](mailto:mis.gmvn@gmail.com) prior to the time and date given in the Tender Schedule.

**10. Amendment of proposal document:**

- a) At any time prior to the proposal due date, GMVN may, for any reason, whether at its own initiative or in response to clarifications requested by a Service Provider, modify the proposal document through Addendum / Corrigendum which will be posted on the website: [www.uktenders.gov.in](http://www.uktenders.gov.in) only.
- b) In order to afford Service Providers reasonable time in which to take an Addendum into account, or for any other reason, GMVN may, at its own discretion, extend the proposal due date.

**11. Validity of proposal:**

- a) The proposal shall be valid for not less than 120 (One Twenty days) days from the last date for proposal submission (but excluding the day of proposal submission). Proposals of lesser validity shall be summarily rejected as non-responsive.

12. Service Providers may note that GMVN will not entertain any deviations to the proposal document at the time of submission of the proposal or thereafter. The proposal to be submitted by the Service Providers will be unconditional and unqualified and the Service Providers would be deemed to have accepted the terms and conditions of the proposal document with all its contents including the Contract. Any conditional proposal shall be regarded as non-responsive and shall be rejected.

13. No interpretation, revision, or other communication from GMVN regarding this solicitation is valid unless posted on website: [www.uktenders.gov.in](http://www.uktenders.gov.in).

**14. Format and submission of proposal:**

- a) Service Providers would provide all the information as per this proposal and in the

specified formats. GMVN reserves the right to reject any proposal that is not in the specified formats.

- b) The proposal should be submitted as provided in the e-portal – Technical and Financial proposals.
- c) Covering Letter as per format given in **Annexure – 2**
- d) Technical proposal folder should include:

**All the documents required as per this RFP except Financial Proposal.**

**No financial information like price should be given in the Technical proposal, in which case the proposal shall be summarily rejected.**

- e) Financial proposal:

As per BoQ in the financial folder (**Should be submitted online only**)

- f) The Service Provider shall prepare and submit online through website: [www.uktenders.gov.in](http://www.uktenders.gov.in) scanned copies of original documents comprising the proposals described above.
- g) Proposals should be submitted / uploaded on the website: [www.uktenders.gov.in](http://www.uktenders.gov.in) only. **Submission of proposals through any other mode is not acceptable and shall not be considered.**
- h) GMVN, at its sole discretion, may extend the last date for proposal submission proposal submission by issuing an Addendum on the website: [www.uktenders.gov.in](http://www.uktenders.gov.in) only.
- i) **Late proposals:** It may be noted that the e-portal will not accept any proposal after the specified due time as per its server clock.
- j) The Service Provider is expected to examine all instructions, forms, terms, and specifications in the tender document. Failure to furnish all information required by the bidding documents or submission of a proposal not substantially responsive to the tender document in every respect will be at the Service Provider's risk and may result in rejection of its proposal.
- k) **The RFP along with the following documents** shall be sent by registered post / speed post / to MANAGING DIRECTOR , GARHWAL MANDAL VIKAS NIGAM LTD. 74/1 RAJPUR ROAD Dehradun,:
  - (1) Original Power of Attorney (as per format)
  - (2) Original Affidavit (as per format)
  - (3) Tender Fees Receipt
  - (4) Copy of EMD
  - (5) Tech Forms 1-8 and all annexures
  - (5) Any other document uploaded online for Technical BidScanned copies of these documents should also be uploaded as part of Technical Proposal. All the documents including the RFP should be properly signed and numbered .**In case these original documents are not received within the stipulated time or scanned copy not uploaded in the Technical Folder, the proposal shall be summarily rejected.**

**15. Modification and Withdrawal of Proposals:**

- a) The Service Provider may modify or withdraw its proposal on e-portal before the proposal due date and time. However, no proposal can be modified or withdrawn thereafter.
- b) Withdrawal of a proposal during the interval between the proposal due date and expiration of the proposal validity period would result in forfeiture of the Earnest Money.

16. GMVN reserves the right to reject any proposal which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by GMVN in respect of such Proposals.

17. Conditional proposal shall not be considered. Any proposal found to contain conditions attached, shall be rejected.

**18. Proposal Opening:**

- a) Service Providers' representatives who choose to be present may attend the proposal opening.

**19. Confidentiality :**

Information relating to the examination, clarification, evaluation and recommendation shall not be disclosed to any person not officially concerned with the process. GMVN will treat all information submitted as part of proposal in confidence and will ensure that all who have access to such material treat it in confidence. GMVN will not divulge any such information unless it is ordered to do so by any Government authority that has the power under law to require its disclosure.

**20. Clarifications :**

- a) To assist in the process of evaluation of proposals, GMVN may, at its sole discretion, ask any Service Provider for clarification including additional information and documents. In case of any additional documents, same can be accepted only if they are of historical nature i.e., either the documents or facts in the documents should have existed prior to be proposal submission time and same could be verified independently. However, no change in the substance of the proposal would be permitted by way of such clarifications. The request for clarification and the response shall be in writing or e-mail or by facsimile.
- b) GMVN reserves the right to independently verify by a team of Officers of GMVN or independently facts and figures provided in the documents submitted by the Service Providers; in addition to right to disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Service Provider.
- c) Service Providers shall fill up the required information as per the prescribed proposal form. If any Service Provider does not fill up the information properly, GMVN has a right to reject such proposals.

## **21. Proposal Evaluation:**

- a) To assist in the examination, evaluation, and comparison of proposals, GMVN may utilise the services of consultant/s or advisor/s.
- b) Evaluation of proposals will be done in two stages – first of Technical proposal, if found responsive, followed by financial proposal.
- c) The lowest quote for the category will be declared as successful Bidder. In case more than one Service Provider has quoted same fee, the Service Provider having higher / highest cumulative contracts' value during the Financial Years 2021-22, 2022-23 & 2023-24 will be declared as successful Service Provider. (Hence, Service Providers are requested to provide list of all contracts executed during the Financial Years 2021-22, 2022-23 & 2023-24 as per format in **Annexure -4**).
- d) In case of discrepancy /mismatch between figures and words, words shall be considered for evaluation; and subsequently for award of Contract.
- e) Prices quoted by the Service Provider shall be fixed during the Service Provider's performance of the Contract and not subject to variation on any account. A quotation submitted with an adjustable price will be treated as non-responsive and rejected.
- f) With regard to eligibility and post-qualification criteria; and Service Providers' responsiveness, the interpretation and decision of the Technical Evaluation Committee shall be final and binding on all Service Providers.

## **22. GMVN's Right to Accept or Reject Proposal:**

- a) GMVN reserves the right to accept or reject any or all of the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of Work, without liability or any obligation for such acceptance, rejection or annulment.
- b) GMVN reserves the right to reject any proposal including that of the Preferred Service Provider if:
  - i) at any time, a material misrepresentation is made or uncovered; If a fraud or fraudulent practice adopted by any Service Provider is established, the Service Provider may be blacklisted and /or appropriate legal proceedings may be initiated against such Service Provider as per the prevailing laws, OR
  - ii) the Service Provider does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the proposal.
- c) If such disqualification/ rejection occur after the Financial Proposals have been opened and the highest ranked Service Provider gets disqualified / rejected, then GMVN reserves the right to:
  - i) either invite the next highest ranked Service Provider to match the Financial proposal submitted by the highest ranked Service Provider; OR
  - ii) take any such measure as may be deemed fit in the sole discretion of GMVN, including annulment of the bidding process.

**23. Notifications:**

- a) Upon acceptance of the financial proposal of the Preferred Service Provider with or without negotiations, GMVN shall declare the Preferred Service Provider as Successful Service Provider.
- b) GMVN will notify the Successful Service Provider by facsimile or e-mail and by a letter (Speed Post / Registered Post) that its proposal has been accepted.
- c) The Notification of Award will constitute the formation of the Contract.

**24. Acknowledgement of Notification of Award (NOA):**

Within seven (7) days from the date of issue of the NOA, the Successful Service Provider shall acknowledge the receipt of NOA.

**25. Execution of Contract:**

- a) The Successful Service Provider shall execute the Contract within two (2) weeks of the issue of LOA or such time as indicated by GMVN.
- b) GMVN will promptly notify other Service Providers that their Proposals have been unsuccessful and their Earnest Money will be returned as promptly as possible in any case not later than 60 (sixty) days from the date of announcement of the Successful Service Provider.

**26. Performance Security:**

- a) Before signing of the Contract, the Successful Service Provider shall furnish **Performance Security for an amount equal to not less than 5% of annual fee for the respective category including GST quoted by the Service Provider** by way of Fixed Deposit or Banker's cheque payable in favour of "MANAGING DIRECTOR, GMVN" at Dehradun or an irrevocable Bank Guarantee (**Annexure 3**) issued by a scheduled bank located in India in favour of GMVN with validity for 60 (sixty) days beyond the performance of the Contract:
- b) The Performance guarantee shall be forfeited and en-cashed in the following cases:
  - i) If the Successful Service Provider withdraws midway during the work completion.
  - ii) Any other act or acts of the successful Service Provider which renders the work un-operational and GMVN establishes sufficient reasons to forfeit the performance guarantee.
- c) Failure of the successful Service Provider to furnish the **Performance Security** shall constitute sufficient grounds for the annulment of the award in which event the GMVN may make the award to the next lowest evaluated Service Provider or call for new proposals.

**27. Blacklisting for failure to sign the Contract or its execution:**

Failure to sign the Contract or its execution after signing shall result in blacklisting of the bidder during warranty period and post warranty CMC period. The blacklisting shall be effective from the date of notice issued by GMVN for a period of three years except under *force majeure* circumstances, in addition to forfeiture of EMD or Performance Security.



**28. Debriefing and Appellate:**

- (i) Any bidder may request in writing to MD, GMVN for debriefing after award of contract.
- (ii) Any bidder may also choose to submit representation to MANAGING DIRECTOR, GARHWAL MANDAL VIKAS NIGAM, who may take appropriate decision and action based on the merit of the case.

## **SCHEDULE OF REQUIREMENT**

- (1) Types of vehicles required (all with AC):
  - (i) Below 2,000 CC like Amaze / Swift Desire, etc. –
  - (ii) Above 2,000 CC like Innova / Scorpio / Bolero 4 wd / XUV 500, etc.
  - (iii) Tempoo Traveller
  - (iv) 27 Seater Bus
  - (v) Bollero/Camper Pickup
- (2) Vehicles are required on montly basis (without driver /With Driver) .
- (3) Vehicles are required on daily basis (with driver & Fuel)
- (4) Fuel will be the responsibility of GMVN.
- (5) The vehicle should be properly maintained and well decoratetd.
- (6) Repair and Maintainence ,insurance and any other expenses related to the vehicle will be borne by the service provider himself .GMVN WILL IN ANY CASE NOT REIMBURSE ANY EXPENSES RELATED TO VEHICLE .
- (7) Tender should be given as per financial proposal format.

**MANAGING DIRECTOR,  
GARHWAL MANDAL VIKAS NIGAM LTD.**

## **II. CONDITIONS OF CONTRACT**

### **1. Definitions**

- 1.1 In this Contract, the following terms shall be interpreted as indicated:
- (a) "The Contract" means the agreement entered into between the GMVN and the Service provider, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
  - (b) "The Contract Price" means the price payable to the Service Provider under the Contract for the full and proper performance of its contractual obligations;
  - (c) "Services" means services and other obligations of the Service Provider covered under the Contract;
- 1.2 The Service Provider shall permit GMVN to inspect the Service Provider's accounts and records relating to the performance of the Service Provider and to have them audited by independent auditors appointed by GMVN, if so decided.

### **2. Indemnity**

- 2.1 The Service Provider shall indemnify GMVN any legal and financial liability against all third-party claims arising out of this Contract including all acts of omission and commission on the part of the Service provider and their personnel.
- 2.2 In addition, the Service Provider shall undertake appropriate insurance cover for the vehicles deployed against this contract.
- 2.3 The Service Provider shall take all other appropriate insurance covers to protect its own property and employees.
- 2.4 The Service Provider shall further insure for appropriate sum the users of its services as required under relevant Law of the State or India.

### **3. Compliance to Statutes and Safety Standards:**

- 3.1 The Service Provider shall comply with all applicable statutory provisions including guidelines issued by NGT or any other authority/ies with regard to environment protection, safety of the users and general public during the operation by the Service Provider.
- 3.2 The Service Provider has to register itself in Uttarakhand State for remittance of GST; if not registered earlier before commencement of services.
- 3.3 All vehicles should have valid Pollution certificate, registration and insurance cover.

### **4. Payment**

- 4.1 The method and conditions of payment to be made to the Service provider (in Indian Rupees) under this Contract shall be 100% on monthly basis for vehicles hired during previous Quarter.
- 4.2 The Service Provider's request(s) for payment shall be made to the GMVN in writing, accompanied by an invoice describing, as appropriate, the vehicles deployed, and by documents, submitted and upon fulfillment of other obligations stipulated in the Contract.
- 4.3 Payments shall be made promptly by the GMVN but in no case later than sixty (60) days after submission by the Service Provider the invoice and acceptance by authorized authority.
- 4.4 Payment shall be made after the deduction of TDS .

## **5. Price**

- 5.1 Prices charged by the Service Provider for the vehicles deployed under the Contract shall not vary from the prices quoted by the Service Provider in its proposal.
- 5.2 Service provider shall be entirely liable to pay and responsible for remittance with appropriate authorities all taxes, duties, license fees, permits, levies, penalties, etc., incurred for and during the execution of this Contract.
- 5.3 The Price quoted by the bidder should be inclusive of GST .

## **6. Commencement of Services:**

**The Service Provider shall provide all the services agreed upon within seven (7) days from Signing of the Contract.**

## **7. Period of Contract:**

For one year from signing of the Contract. The Contract may be extended on same terms and conditions for further 1 year, subject to satisfactory performance.

## **8. Contract Amendments**

No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

## **9. Assignment**

The Service Provider shall not assign, in whole or in part, its obligations to perform under the Contract, except with the GMVN 's prior written consent.

## **10. Liquidated Damages**

If the Service Provider fails to deploy the vehicles as per requirement, the GMVN shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% per week rental charges for the respective category due to be paid and up to a **maximum deduction of Performance Security amount. Once the maximum is reached, the GMVN may consider termination of the Contract.**

## **11. Termination for Default**

- 11.1 The GMVN may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Service Provider, terminate the Contract in whole or part:
  - (a) if the Service Provider fails to deliver any or all of the Services within the period(s) specified in the Contract, or within any extension thereof granted by the GMVN; or
  - (b) if the Service Provider fails to perform any other obligation(s) under the Contract.
  - (c) If the Service Provider, in the judgment of the GMVN has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- 11.2 In the event the GMVN terminates the Contract in whole or in part, the GMVN may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Service Provider shall be liable to the GMVN for any excess costs for

such similar Goods or Services. However, the Service Provider shall continue the performance of the Contract to the extent not terminated.

## **12. Force Majeure**

The Service Provider shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

## **13. Other Terms**

- 13.1 The agency should follow all relevant transport laws. Copy of RC Book, vehicle insurance & Pollution Certificate e.t.c.
- 13.2 All the rules ,regulations of the RTO shall be complied by the Service Provider .
- 13.3 The vehicle shall always be in good condition .
- 13.4 Vehicle should be sturdy for field travel.
- 13.5 In case of a vehicle breakdown the agency shall immediately provide another vehicle in its place.
- 13.6 No driver is required . The bidder shall quote its price accordingly .
- 13.7 Fuel will be the responsibility of GMVN it should not be included in the Financial Proposal
- 13.8 Maintenance and any other expense relating to the vehicle will be borne by the bidder himself.
- 13.9 Opening of meter reading shall commence & close at GMVN office, Dehradun or any other place for the journey specified by GMVN.
- 13.10 The agency shall take steps to ensure that the vehicles provided to GMVN always confirms to the Emission norms prescribed as per law and rules in force.
- 13.11 It shall be the sole responsibility of the Service Provider for the vehicles to meet or discharge any liability arising out of the violation of Traffic Rules and Regulations and Statutory Regulations and all such rules in force.
- 13.12 It shall be the sole responsibility of the Service provider regarding the payments /compensation /damages to any party in case of any accident / mishap.
- 13.13 The agency should submit receipt of taxes paid to the Government along with the bill.
- 13.14 Toll tax/parking/other state tax: GMVN will reimburse against submission of original bills.
- 13.15 All vehicles should be registered on or after 01-07-2024.

## **14. Settlement of Disputes**

- 14.1 The GMVN and the Service Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 14.2 If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the GMVN or the Service Provider may give notice to the other party of its intention to commence arbitration, as to the matter in dispute, specifically, defined therein, and no arbitration in respect of this matter, shall be commenced unless such notice is given and served. The Arbitration proceedings shall be commenced by a Sole Arbitrator to be agreed by both the parties, on failure the parties either party may invite three names from the President, Indian Council of Arbitration, and parties may agree to any

of the name mentioned in the list, on failure it will be open for the parties to approach, as per the provision of section 11 of the Arbitration and Conciliation Act 1996 (as amended by Act No. 03 of 2016). The Service Provider shall initially bear the cost of the Arbitral Tribunal, unless it is decided by the Arbitral Tribunal under section 31(8) read with section 31A of the Act.

14.3 All disputes shall be subject to jurisdiction of courts in Dehradun.

**Fraud and Corrupt Practices Undertaking**

- 1) The Service Providers and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, GMVN may reject an Application without being liable in any manner whatsoever to the Service Providers if it determines that the Service Providers has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
- 2) Without prejudice to the rights of GMVN, if an Service Providers is found by GMVN to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Service Providers shall not be eligible to participate in any tender or proposal issued by GMVN or by any other agency of Government of Uttarakhand during a period of 2 (two) years from the date such Service Providers are found by GMVN to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 3) For the purposes of this Clause 4, the following terms shall have the meaning hereinafter respectively assigned to them:
  - (a) **“corrupt practice”** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of GMVN who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the LOA or has dealt with matters concerning the Contract or arising there from, before or after the execution thereof, at anytime prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of GMVN, shall be deemed to constitute influencing the action of a person connected with the Bidding Process); or  
(ii) save and except as permitted under sub clause (d) of Clause 1.2.6, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Contract, as the case may be, any person in respect of any matter relating to the Work or the LOA or the Contract, who at any time has been or is a legal, financial or technical adviser of GMVN in relation to any matter concerning the Work;
  - (b) **“Fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
  - (c) **“Coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the Bidding Process;
  - (d) **“Undesirable practice”** means (i) establishing contact with any person connected with or employed or engaged by GMVN in the Bidding Process; or (ii) having a Conflict of Interest; and
  - (e) **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Service Providers with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

*(On the Letterhead of the Service Provider)*

## Annexure - 2

### Format for Covering Letter cum Work Undertaking \*\*\*

To

The Managing Director  
GARHWAL MANDAL VIKAS NIGAM LTD.,  
74/1, RAJPUR ROAD,,  
Dehradun- 248 001

Dear Sir,

**Ref.: Invitation for submission of proposals through e-procurement portal for hiring of vehicles for GMVN office.**

1. We have read, understood and accept all the terms and conditions given in the RFP including Fraud and Corrupt Practices (Annexure – 1) and Anti-Collusion Certificate (Annexure – 3) in respect of the captioned proposal and we hereby submit our proposal.
2. We have uploaded Technical and Financial proposals appropriately on the e-procurement portal: [www.uktenders.gov.in](http://www.uktenders.gov.in)
3. We confirm that our proposal is valid for a period of 120 (one hundred and twenty) days from last date for proposal submission.
4. We hereby agree and undertake as under:  
Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our proposal we hereby represent and confirm that our proposal is unqualified and unconditional in all respects and we agree to the terms of the Contract, a draft of which also forms a part of the proposal Document provided to us.

Dated this .....Day of ....., 2025.

Name of the Service Provider

.....

Signature of the Authorised Person

Note:

*\*\*\*On the Letterhead of the Service Provider.*



### Annexure - 3

#### (Proforma of Performance Bank Guarantee)

**THIS DEED OF GUARANTEE** executed on this the \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_ by \_\_\_\_\_ (Name of the Bank) having its Head/Registered office at \_\_\_\_\_ hereinafter referred to as “the Guarantor” which expression shall unless it be repugnant to the subject or context thereof include successors and assigns;

#### **In favour of**

GARHWAL MANDAL VIKAS NIGAM. LTD. 74/1 RAJPUR ROAD Dehradun – 248 001 hereinafter referred to as “GMVN”, which expression shall, unless repugnant to the context or meaning thereof include its administrators, successors or assigns.

#### **WHEREAS**

By the Contract entered into between GMVN and \_\_\_\_\_, a company incorporated under the provisions of the Companies Act, 2013 / registered under....., having its registered office/ permanent address at \_\_\_\_\_ (“the Service Provider”), has been granted the Service Provider **for hiring of vehicles for GMVN** for a period of one year (hereinafter referred to as “the work”).

A. In terms of the Contract, the Service Provider is required to furnish to GMVN, an unconditional and irrevocable bank guarantee for an amount of Rs.....as security for due and punctual performance/discharge of its obligations under the Contract, relating to Work by the Service Provider.

B. At the request of the Service Provider, the Guarantor has agreed to provide bank guarantee, being these presents guaranteeing the due and punctual performance/discharge by the Service Provider of its obligations relating to the work.

#### **NOW THEREFORE THIS DEED WITNESSETH AS FOLLOWS:**

1. The Guarantor hereby irrevocably guarantees the due and punctual performance by M/s. \_\_\_\_\_ (hereinafter called “the Service Provider”) of all its obligations relating to the Work and in connection with achieving the work objectives by the Service Provider in accordance with the Contract.

2. The Guarantor shall, without demur, pay to GMVN sums not exceeding in aggregate Rs. .... within seven (7) calendar days of receipt of a written demand thereof from

GMVN stating that the Service Provider has failed to meet its obligations under the Contract. The Guarantor shall not go into the veracity of any breach or failure on the part of the Service Provider or validity of demand so made by GMVN and shall pay the amount specified in the demand, notwithstanding any direction to the contrary given or any dispute whatsoever raised by the Service Provider or any other Person. The Guarantor's obligations hereunder shall subsist until all such demands are duly met and discharged in accordance with the provisions hereof.

In order to give effect to this Guarantee, GMVN shall be entitled to treat the Guarantor as the Principal Debtor. The obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Contract or other documents or by the extension of time for performance granted to the Service Provider or postponement/non exercise/ delayed exercise of any of its rights by GMVN or any indulgence shown by GMVN to the Service Provider and the Guarantor shall not be relieved from its obligations under this Guarantee on account of any such variation, extension, postponement, non-exercise, delayed exercise of any of its rights by GMVN or any indulgence shown by GMVN, provided nothing contained wherein shall enlarge the Guarantor's obligation hereunder.

This Guarantee shall be irrevocable and shall remain in full force and effect until \_\_\_\_\_ unless discharged/ released earlier by GMVN in accordance with the provisions of the Contract. The Guarantor's liability in aggregate be limited to a sum of Rs. ....

3. This Guarantee shall not be affected by any change in the constitution or winding up of the Service Provider/the Guarantor or any absorption, merger or amalgamation of the Service Provider/the Guarantor with any other Person. The Guarantor has power to issue this guarantee and discharge the obligations contemplated herein, and the undersigned is duly authorised to execute this Guarantee pursuant to the power granted under \_\_\_\_\_.

IN WITNESS WHEREOF THE GUARANTOR HAS SET ITS HANDS HEREUNTO ON THE DAY, MONTH AND YEAR FIRST HEREIN ABOVE WRITTEN.

SIGNED AND DELIVERED

by

\_\_\_\_\_ Bank

by the hand of Shri \_\_\_\_\_

its \_\_\_\_\_ and authorised official.

**Format for Technical Proposal**

*(To be provided on the Letterhead of the Service Provider and to be signed by the Service Provider)*

**A. Past Experience of the Service Provider**

Sl. No.	Name of the Client	Contract no. and date	Contract value	Commencement date		Completion date	
				As per Contract	Actual	As per Contract	Actual
1							
2							
3							

The Service Provider may submit more details / information to substantiate its claim for past experience.

.....

Name of the Service Provider

.....

Signature of the Authorised Person

**Format for Financial Capability**

<b>Financial Year</b>	<b>Annual Turnover Amount (In Rs.)</b>
<b>2021-22</b>	
<b>2022-23</b>	
<b>2023-24</b>	

**Note:**

1. The Service Provider should provide the Financial Capability based on its own financial statements. Financial capability of the Service Provider's parent company or its subsidiary or any associate company will not be considered for computation of the Financial Capability of the Service Provider.
2. **Annual Turnover Certificate duly certified by Chartered accountant along with his / her firm stamp and registration number will only be considered.**

**{Note:**

1. To be given on Stamp paper of value not less than Rs. 100, and also should be Notarised.
2. Only in case of Proprietary firms and if signed by proprietor himself / herself, this Power of Attorney is not required. }

**Power of Attorney for signing of Application**

Know all men by these presents, We..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr/ Ms (name), ..... son/daughter/wife of ..... and presently residing at ....., who is presently employed with us and holding the position of ....., as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal **for hiring of vehicles for GMVN office; Work proposed by GARHWAL MANDAL VIKAS NIGAM LTD. ,(the “GMVN”)** including but not limited to signing and submission of all applications, proposals and other documents and writings, participate in Pre-Application sand other conferences and providing in formation/responses to GMVN, representing us in all matters before GMVN, signing and execution of all contracts including the Contract and under takings consequent to acceptance of our proposal, and generally dealing with GMVN in all matters in connection with or relating to or arising out of our proposal for the said Work and/ or upon award there of tousand/ or till the entering in to of the Contract with GMVN.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ....., THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF .....2.....

For .....

(Signature, name, designation and address)

**(Notarised)**

**(Name, Title and Address of the Attorney)**

**Accepted**

.....

**(Signature)**

Witnesses:

1. ....

2. ....

**Notes:**

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
2. Wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.

**Annexure - 7**  
**(On Rs. 100/- stamp paper and duly notarized )**

**AFFIDAVIT**

I / We, ..... who is / are Authorised to sign and submit the proposal against your IFB [ title and reference number of the Invitation for Proposals ] do hereby undertake as follows:

- i. all the statements, documents, testimonials, certificates, etc., uploaded are genuine and the contents thereof are true,
  - ii. any of our personnel, representatives, sub-consultants, sub-contractors, service providers, Contractors and/or their employees will not directly or indirectly, engage in any activity that may intervene, interfere and/or influence the procurement process at any stage,
  - iii. indemnify and compensate the GMVN from any penalties and costs that may be incurred due to lapse/s on our part including incorrect / misrepresented / forged documents or statements,
  - iv. our firm / company, M/s. .... and our Principal M/s. .... are not blacklisted by any ministry / department / undertaking of Government of India, any State government and / or any Union territory administration in India.
2. If we are found contravening this undertaking even after award of contract in our favour or anyone else, we accept disciplinary action by the GMVN including rejection of our proposal, annulment of contract and blacklisting.

Authorized signatory for the Service Provider

Signed: \_\_\_\_\_

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

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

(Notarised)  
(Name, Title and Address of the Attorney)

Accepted  
.....  
(Signature)

Witnesses:

1. ....

2. ....

Duly Authorised to sign this Authorization on behalf of: *[insert complete name of Service Provider]*

**Affidavit for not blacklisted**  
**(On Rs. 100/- stamp paper and duly notarized)**

**Location & date**

**To**

**The Managing Director**

**Garhwal Mandal Vikas Nigam (GMVN)**

**Dehradun, Uttarakhand**

Dear Sir,

On Behalf of ...(Company's Name)....., I ...(Name)...., ...(Designation) and (Company's Name)..... Do solemnly declare that .....(Company's Name)... has not been blacklisted or debarred by any state/central government or their agencies or public sector undertakings (PSUs) as on his submission date for corrupt, fraudulent or any other unethical business practices or for any other reasons.

I also solemnly declare that the information mentioned here is true and correct to the best of my beliefs.

Yours Sincerely,

**Authorized Signatory**

**Name and Title of the Signatory:**

**Name of the bidder:**

**Address of Bidder:**

**Contact Information :**



## **CHECKLIST**

<b>SI NO</b>	<b>Description</b>	<b>Submitted (Yes/No)</b>	<b>Page No</b>
1	Covering Letter		
2	Proof of Tender Fee Submission		
3	Proof of EMD Submission		
4	Duly Signed Bid Document		
5	Certificate of Registration and MOA of the Agency/Firm		
6	GST Registration Certificate		
7	Copy of Pan Card		
8	ITR Receipts of last 03 Financial years		
9	Audited financial statements for last 03years		
10	Documents (Tech 1-8)		
11	List of Contracts Completed		

## **Garhwal Mandal Vikas Nigam Limited (GMVN)**

(A Govt. of Uttarakhand Undertaking)  
74/1, Rajpur Road, Dehradun – 248001 (Uttarakhand)  
CIN U31101UR1976SGC004259

Ph: 0135-2746817, 2749308 E-Mail: [mis.gmvn@gmail.com](mailto:mis.gmvn@gmail.com)

**No:** -----

**Date:** 13-08-2025

### **E-TENDER NOTICE**

GMVN Invites Tenders from Reputed Vendors to provide the Selected Vehicles on Rent ( Daily & Monthly) for official use in GMVN

Tender details are available at [www.uktenders.gov.in](http://www.uktenders.gov.in) and [www.gmvnonline.com](http://www.gmvnonline.com). Last date of submission of Bid is 03.09.2025 upto 1500 Hrs. Further updates will be available only on these websites therefore interested parties are advised to visit these websites regularly.

Managing Director

### BOQ FOR HIRING VEHICLES

S.No	Item Description	Units	Basic Rate in figures to be entered by the bidder	GST Amount	Total Amount With Taxes	Total Amount in Words	Remark
1	2	3	4	5	6	7	
	<b>All quoted rates should be without fuel &amp; without Driver</b>	Month					
1	Swift Desire ( Local/Out of station (Local) on Monthly Basis	Month					
2	Etios ( Local/Out of station (Local) on Monthly Basis	Month					
3	Amaze ( Local/Out of station (Local) on Monthly Basis	Month					
4	Bolero ( Local/Out of station (Local) on Monthly Basis	Month					
5	Scorpio( Local/Out of station (Local) on Monthly Basis	Month					
6	Zest ( Local/Out of station (Local) on Monthly Basis	Month					
7	Innova ( Local/Out of station (Local) on Monthly Basis	Month					
8	XUV 500 ( Local/Out of station (Local) on Monthly Basis	Month					
9	Tempoo Traveller ( Local/Out of station (Local) on Monthly Basis	Month					
10	Bollero Pickup/Camper ( Local/Out of station (Local) on Monthly Basis	Month					
11	27 seater bus ( Local/Out of station (Local) on Monthly Basis	Month					
	<b>All quoted rates should be with fuel &amp; with Driver</b>	Month					
1	Swift Desire ( Local/Out of station (Local) on Monthly Basis	Month					
2	Etios ( Local/Out of station (Local) on Monthly Basis	Month					
3	Amaze ( Local/Out of station (Local) on Monthly Basis	Month					
4	Bolero ( Local/Out of station (Local) on Monthly Basis	Month					
5	Scorpio( Local/Out of station (Local) on Monthly Basis	Month					
6	Zest ( Local/Out of station (Local) on Monthly Basis	Month					
7	Innova ( Local/Out of station (Local) on Monthly Basis	Month					

8	XUV 500 ( Local/Out of station (Local) on Monthly Basis	Month					
9	Tempoo Traveller ( Local/Out of station (Local) on Monthly Basis	Month					
10	Bollero Pickup/Camper ( Local/Out of station (Local) on Monthly Basis	Month					
11	27 seater bus ( Local/Out of station (Local) on Monthly Basis	Month					
	<b>All quoted rates should be with fuel &amp; with Driver per day basis</b>	Daily					
1	Swift Desire ( Local/Out of station (Local) on Daily Basis	Daily					
2	Etios ( Local/Out of station (Local) on Daily Basis	Daily					
3	Amaze ( Local/Out of station (Local) on Daily Basis	Daily					
4	Bolero ( Local/Out of station (Local) on Daily Basis	Daily					
5	Scorpio( Local/Out of station (Local) on Daily Basis	Daily					
6	Zest ( Local/Out of station (Local) on Daily Basis	Daily					
7	Innova ( Local/Out of station (Local) on Daily Basis	Daily					
8	XUV 500 ( Local/Out of station (Local) on Daily Basis	Daily					
9	Tempoo Traveller ( Local/Out of station (Local) on Daily Basis	Daily					
10	Bollero Pickup/Camper ( Local/Out of station (Local) on Monthly Basis	Daily					
11	27 seater bus ( Local/Out of station (Local) on Daily Basis	Daily					