



# अन्तर्राष्ट्रीय जनसंख्या विज्ञान संस्थान International Institute for Population Sciences

(विश्वविद्यालय समतुल्य / Deemed University)

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के प्रशासनिक नियंत्रण के अधीन स्वायत्त संगठन  
An Autonomous Organization under administrative control of Ministry of Health & Family Welfare, Govt. of India.

गोवंडी स्टेशन रोड, /Govandi Station Road, देवनार/Deonar, मुम्बई/Mumbai-400 088.  
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बेहतर भविष्य के लिए क्षमता निर्माण  
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Capacity Building for a  
Better Future

Tender No: IIPS/Proj.CCOMMGP/2/2018

Date: 5<sup>th</sup> December, 2018

## **Tender Invitation for Transport Vendors from Uttar Pradesh for fieldwork in Eastern Uttar Pradesh**

<b>Name of the work</b>	:	Hiring of Transport Vehicles from Uttar Pradesh for fieldwork in Eastern UP
<b>Tender Fees and Earnest Money Deposit</b>	:	Tender Fees Rs. 500 and EMD of Rs.25000/- in form of Demand Draft in favour of Director, IIPS, payable at Mumbai
<b>Date &amp; Time of Closing of Tender</b>	:	<b>26<sup>th</sup> December 2018 3:00pm</b>
<b>Date &amp; Time for Opening of Tender – (Technical Bid)</b>	:	<b>1<sup>st</sup> January 2019 2:00 pm (Tentative)</b>
<b>Address for submission of Tender</b>	:	International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai – 400 088
<b>Place of opening the Tender</b>	:	International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai – 400 088

**Note:**

1. **This Tender Document contains 15 pages and bidder is requested to sign on all the pages. There is 1 page of map showing Tentative Field Movement in Eastern Uttar Pradesh and 3 pages of detailed movement along with approximate distance that would be covered, in all 15 pages (11+3+1 - all inclusive) are available in this Tender Document. Tender Document in any other form will be rejected.**
2. **This Tender Document can be downloaded from the website : [www.iipsindia.org](http://www.iipsindia.org)**
3. **The Technical Bid and Financial Bid should be sealed by the bidder in TWO SEPARATE ENVELOPES duly superscribed & both these sealed cover to be put in a bigger envelope which should be sealed and superscribed “TENDER DOCUMENT FOR HIRING OF TRASPORT VEHICLES FROM UTTAR PRADESH FOR FIELDWORK IN EASTERN UTTAR PRADESH”**

International Institute for Population Sciences (IIPS) Mumbai is a premier institute of training and research under the aegis administrative control of Ministry of Health and Family Welfare (MoHFW).

Apart from the teaching activities, the Institute also conducts a large number of research projects on various aspects of population. The Institute also undertakes evaluative studies and large-scale surveys. Emphasis is given on studies related to inter-relationship of various social and economic variables of the components of population change such as Fertility, Mortality and Migration. The research projects of the Institute are mostly funded by the Ministry of Health and Family Welfare, Government of India and also by the State Governments, World Bank, United Nations Population Fund, World Health Organization, International Labour Organization and other Government and Non-Government organizations. “Causes and Consequences of Out- Migration from Middle Ganga Plain, is one of the institute sponsored projects which aims at comprehend the nature and pattern of migration including return and potential migration; causes of migration and migration decision-making; role of migration (Seasonal, Internal and International) and remittances in economic mobility and poverty reduction; impact on left behind women, children and elderly household and community and on health and health seeking behavior of left behind families in particular.

For the said project, as per the survey design, first phase of data collection in Bihar has been completed in April 2018. In IInd phase, fieldwork would be conducted in Eastern Uttar Pradesh, data will be collected from approx. 2240 households from 32 PSUs spreaded in 13 districts in 8 commissionaires and divisions during the financial year 2018–19 and 2019-20. The details of field survey is as under:

Particulars	Eastern Uttar Pradesh (Phase II)
Dates	Tentatively from 05.02.2019 to 25.04.2019
No. of days	60 days +/- 10 days
No. of Vehicles	4 (7 seaters)
No. of persons	25 (20+4+1)
No. of PSU	32 PSUs in 13 Districts.

Quotes are called from Transport Service Providers from the state of Uttar Pradesh to provide 7-seater vehicles to conduct the fieldwork in Eastern Uttar Pradesh for 60 days on the following Terms and Conditions:

**Terms and Conditions:**

- 1) The hiring charges shall be on the basis of Zero based mileage i.e. mileage starting/ending from/at the office located at the above mentioned place of use / reporting station
- 2) In case of any mishap/accident, all the claims arising out of the same, shall be met by the vehicle provider/agency
- 3) Road worthiness (kaccha road/village) of the vehicles is to be ensured at all times by the vehicle provider.

- 4) The vehicle should be registered with the concerned authority of Central/State Govt. The vehicle provided must be registered in Uttar Pradesh and properly insured.
- 5) In case the condition of vehicles is found to be unsatisfactory, the same will be returned for immediate replacement. In case, no replacement is provided on time, we shall have the right to hire a vehicle from the market and additional cost incurred by us shall be borne by the vehicle provider/agency.
- 6) The vehicle provider/agency would ensure that the driver(s) employed possesses a valid driving license. The driver of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. From time to time.
- 7) The driver(s) should be without any criminal record and shall observe all etiquette and protocol while performing duty and shall be neatly and properly dressed and must carry a mobile phone in working condition, which should be accessible at any time on 24x7 basis. No separate payment shall be made by this office, on this account
- 8) The Agencies will be solely responsible for any misconduct of the drivers.
- 9) The service provider/agency shall not provide any person as driver who has not completed 18 years of age. The agency shall comply with all statutory provisions as laid down under various Labour Laws like Minimum wages, Contract Labor Act etc. In case of violation of any such statutory provisions, the agency will be solely responsible.
- 10) Driver shall be provided with mobile phone for smooth communication and the cost shall be borne by agency.
- 11) No advance payment will be made.
- 12) TDS will be deducted at source from hiring bill/s as per the Income Tax Act.
- 13) In case of any Loss, damage or accident, total responsibility lies with agency/firm and driver will be fully responsible in case any unauthorized / illegal materials are found in the vehicle during the use by the officials of the IIPS.
- 14) Parking & toll taxes will be reimbursable on actual.
- 15) Vehicle model hired on daily basis from 05/02/2019 to 25/04/2019, considering 5 day holiday during 19<sup>th</sup> March to 23<sup>rd</sup> March 2019 and should not be of earlier than June 2014
- 16) Payment shall be made preferably within 20 days following submission of invoices in duplicate by the Service Provider/agency.
- 17) The vehicle(s) should be in good condition with roof top carrier and should be provided on time. Replacement of vehicle shall be done immediately in case of repair, maintenance or any other condition with equally good condition vehicle. The vehicle provider/agency shall be responsible for appropriate insurance coverage which should cover life and injuries of the users In this regard, the vehicle provider/agency shall maintain workers compensation; and shall also maintain comprehensive general liability insurance, including contractual liability coverage adequate to cover the indemnity of obligation against all damage to any property arising out of, or in connection with, the services which result from the fault of the service provider, or its staff/driver. The service provider/agency shall provide IIPS with certification thereof upon request.
- 18) The service provider/agency should have enough resources to repair their vehicles in minimum possible time. When required, they should be in a position to substitute/replace or arrange extra vehicle at very short notice.
- 19) The agency whose tender for hiring the vehicles is accepted shall deposit Performance Security of Rs.50,000 (Rs. Fifty thousand only) within 5 days from the issue of offer of work order. It should be deposited in the form of DD

in favor of IIPS Mumbai. The contract shall be signed only after furnishing of performance security. In case of breach of contract by the service provider/agency, the performance security shall be forfeited by the IIPS and the firm/agency shall be blacklisted in addition to the termination of the contract.

- 20) There will be separate log book for vehicle to be maintained by the driver. Entries to be made on daily basis. This is for keeping record of total kilometers travelled daily. All entries in the log book will be verified/countersigned by the concerned officers.
- 21) In case of failure to provide vehicle on time, IIPS will procure a vehicle from open market and the charges paid to such vehicle will be deducted from the bill of the service provider. In addition, a penalty of Rs. 1000/- per day till the date of default shall also be charged by IIPS from the service provider, which will be deducted from the bill.
- 22) The service provider/agency shall submit attested copies of owner book, insurance papers and other papers of the vehicle and attested copies of driver license.

### **Bidding Process, Evaluation of bids and Contract**

- 23) Bids shall be submitted in **two envelopes separately for technical and financial bids**. These two envelopes shall be **sealed in another large envelope** and shall be submitted as described in the first part of this document.
- 24) The technical bid would be opened and evaluated first. Financial bids of only those bidders who qualify in technical bid would be opened for evaluation. Technical bid should contain all the documents and testimonials as given in the eligibility condition.
- 25) Financial bid shall be submitted in the format as given below.
- 26) **For hiring of vehicle, L1 rates would be decided for each model of vehicle separately. Thereafter, the bidder with highest number of L1 rates will be the preferred service provider.**
- 27) The successful bidders will enter into contract with IIPS as per above terms and conditions within a week of finalization of the bidding process. Failure on the part of the bidder to do so may result in cancellation of its candidature.
- 28) In case if, upon signing the contract, while on field, if IIPS officials find the services not upto mark, the contract shall be terminated by one week notice.

## **Eligibility Conditions and Documents for Technical Bids**

- a. The firm/agency should have average turnover of at least Rs.25 lakh per year in the past two financial years (2016-17 and 2017-18) or Rs.50 lakh for both the years combined (self-attested copy of income tax return and audited accounts need to be enclosed)
- b. The service provider/agency should be an income tax and service tax assessee (self-attested copies of PAN card, latest income tax return and service tax return need to be enclosed)
- c. Earnest Money Deposit of Rs. 25,000 in the form of Demand Draft in favor of IIPS, Mumbai needs to be included with the technical bid. It will be refunded to the unsuccessful bidder(s) after completion of the bid.
- d. Experience of providing vehicle to government departments/PSU/ Universities would be desirable. Relevant documents should be submitted with the technical bids.
- e. Interested vehicle providers may submit details of organization(s) to which they have provided similar service in the recent past as well as of those organizations to which similar services are being provided at present. The vehicle providers must give their GST Registration No. in their tender documents in case they are liable to pay GST.

## Format for Technical Bid-

(to be submitted in a **separate envelope**)

Sl	Particular	Details	Remarks if any
1	Name of the Firm/Agency/Company		
2	Full Address of the Registered Office/Branch Office (if any)		
3	Telephone No		
4	Fax No :		
5	Email Address		
6	Website (if any)		
7	Status (whether firm is Proprietary/ Partnership Firm/Private Limited/Public Limited, Registered under Societies Registration Act Etc.		
8	Registration Number of the Organization (Please attach certificate of Registration/Incorporation		
9	Name of the Director/Proprietor		

10	Designation		
11	Complete Address		
12	Phone No		
13	Mobile No		
14	Email :		
15	Annual Turn Over (Amount in Lakhs) (Please attach copy of ITR for each financial year)	2016 -17	
		2017 - 18	

16	Details of Registration under various statutes		
SN	Registration Under	Registration NO.	Certificate Attached (Pls. mention YES/NO)
1	Shops & Establishment Act		
2	License Under the Contract Labour Act		
3	Provident Fund Registration Number		
4	Employee State Insurance Registration Number		
5	Service Tax Registration Number		
6	Permanent Account No. (PAN)		
7	GST Registration No.		



7	Certified extracts of the bank Current Account containing transaction during the last three years	1)Name of the Bank :  Branch :	Attach certified copies
		2)Name of the Bank :  Branch :	
8	Any other relevant document (if you wish to enclose – please give details – if the space provided is insufficient, a separate sheet may be attached duly signed and sealed		

Give details of the major similar contracts handled by the Bidder during the last two years with minimum turnover of Rs. 25 Lakhs and above per annum in the prescribed format along with work order copies and contract successfully completed order (if any) (if the space provided is insufficient please attach a separate sheet). **THE REQUIRED INFORMATION HAS TO BE IN FORMAT BELOW ONLY. PLEASE ATTACH THE WORK ORDER OF THE CURRENT CONTRACT AND ATTACH ATLEAST 3 SATISFACTORY WORK COMPLETION CERTIFICATE**

**Details of major similar contracts handled**

Sl. No.	Name of the client, Address, Telephone no. & Fax No. along with name & Designation of the contact person	Details of cars/vehicle provided. If it is of other make pls specify			Amount of contract (in Lakhs)	Duration of the contract	
		Scorpio/Xylo/equivalent	Innova	Taver/Enjoy		From	To

Details of Demand Draft:

DD No : ..... Date: .....

Amount: ..... Name of Bank: .....

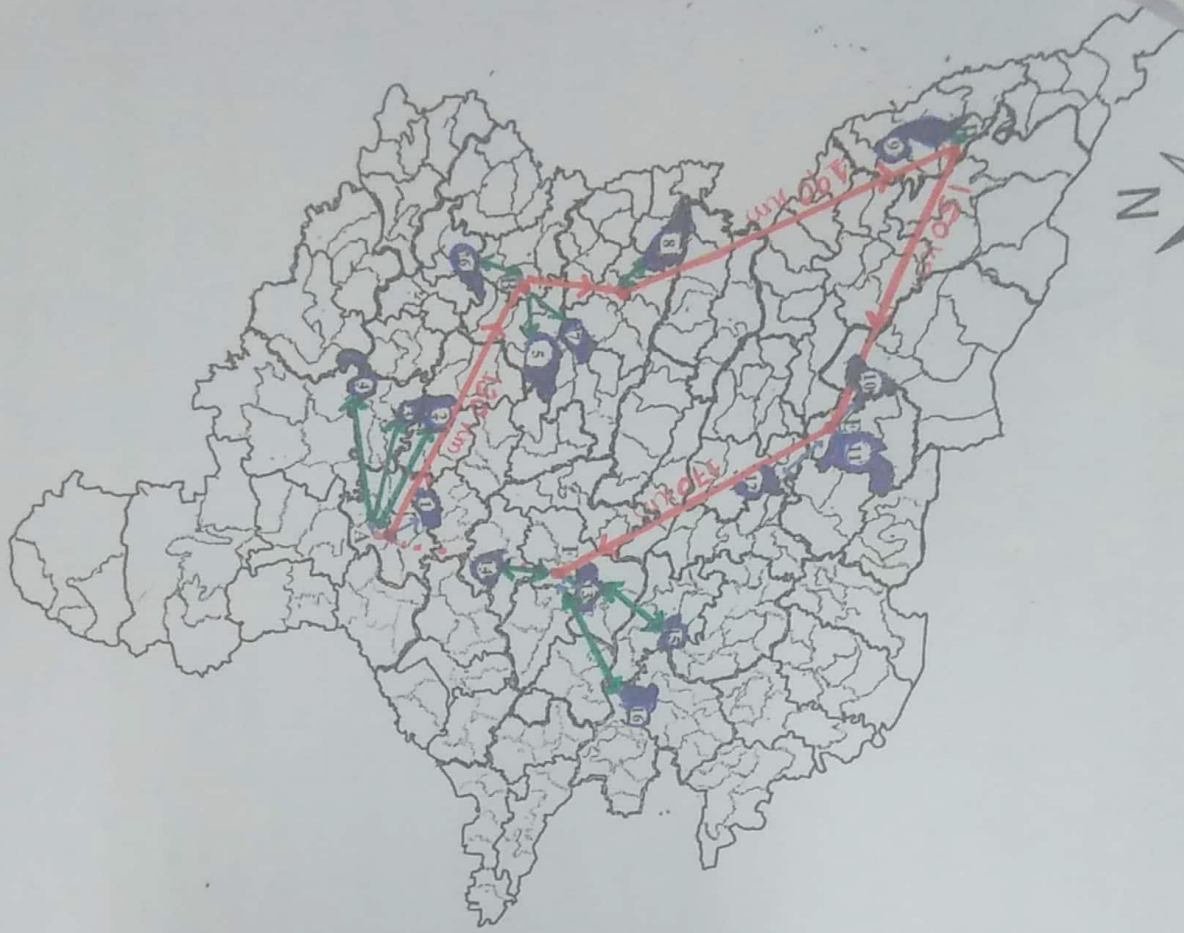
Address : .....

.....

**Format for Financial bid for Daily hiring of vehicle**  
**(to be submitted in a separate envelope)**

Sr. No.	Type/Model of Vehicle	Rate per day, including fuel ,drivers Payments etc.	
		Rate per day for upto200kmrunning(Rs.)	Beyond200km, Rate per km(Rs)
1	Scorpio/Xylo/equivalent		
2	Innova		
3	Tavera/Enjoy/equivalent		

# TENTATIVE FIELD MOVEMENT PLAN: EASTERN UTTAR PRADESH



<u>REF. NO</u>	<u>BLOCKS</u>	<u>DISTRICTS</u>	<u>STAY POINTS</u>
01	Pindra	Vanarasi	Vanarasi (A)
02	Barathi	Jaumpur	Vanarasi (A)
03	Suriyawan	Sant Ravidas Nagar	Vanarasi (A)
04	Dighi	Sant Ravidas Nagar	Vanarasi (A)
05	Aspur Deosara	Pratapgarh	Pratapgarh (B)
06	Mauaina	Allahabad	Pratapgarh (B)
07	Lambhua	Sultanpur	Pratapgarh (B)
08	Waldi rai	Sultanpur	Sultanpur (C)
09	Huzoorpur	Bahraich	Bahraich (D)
10	Gaindas Buzurg	Balrampur	Dumarariyaganj (E)
11	Khuniyaon	Siddharthnagar	Dumarariyaganj (E)
12	Sau Ghat	Basti	Dumarariyaganj (E)
13	Bilariya ganj	Azamgarh	Azamgarh (F)
14	Pallna	Azamgarh	Azamgarh (F)
15	Bansgaon	Gorakhpur	Azamgarh (F)
16	Bhaluani	Deoria	Azamgarh (F)

\* Each Blocks having two PSUs

- TOTAL NO. OF DISTRICTS : 13
- TOTAL NO. OF BLOCKS : 16
- TOTAL NO. OF PSUs : 32
- Total distance : ~~19554~~ 10856 km

Tentative field plan														
CAUSES AND CONSEQUENCES OF OUT MIGRATION FROM MIDDLE GANGA PLAIN														
To Field								Return						
District	Blocks	Team	Date	Station From(St ay)	Station to (PSUs)	Distance (in km)	Work	Station from (PSUs)	Station To	Distan ce (in km)	Total distan ce (in KM)			
Vanarasi	Pindra	T1	05-Feb	Vanarasi (Near Air Port)	Dithiya	30	House listing	Dithiya	Vanarasi (Near Air Port)	30	60			
			06-Feb			30				30	60			
			07-Feb			30				30	60			
			08-Feb			30	Survey			30	60			
		T2	05-Feb		Hiramanpur	40	House listing	Hiramanpur		40	80			
			06-Feb			40				40	80			
			07-Feb			40				40	80			
			08-Feb			40	Survey			40	80			
Jaunpur	Barathi	T1	09-Feb	Vanarasi (Near Air Port)	Bhageri	50	House listing	Bhageri	Vanarasi (Near Air Port)	50	100			
			10-Feb			50				50	100			
			11-Feb			50				50	100			
			12-Feb			50	Survey			50	100			
		T2	09-Feb		Nigoh	50	House listing	Nigoh		50	100			
			10-Feb			50				50	100			
			11-Feb			50				50	100			
			12-Feb			50	Survey			50	100			
Sant Ravidas Nagar	Suriyawan	T1	13-Feb	Vanarasi (Near Air Port)	Lalikapura	52	House listing	Lalikapura	Vanarasi (Near Air Port)	52	104			
			14-Feb			52				52	104			
			15-Feb			52	Survey			52	104			
		T2	13-Feb		Pure Badal	56	House listing	Pure Badal		56	112			
			14-Feb			56				56	112			
			15-Feb			56	Survey			56	112			
	Sant Ravidas Nagar	Digh	T1		16-Feb	Vanarasi (Near Air Port)	Narepar Uparwar	50		House listing	Narepar Uparwar	Vanarasi (Near Air Port)	50	100
					17-Feb			50					50	100
					18-Feb			50		Survey			50	100
T2			16-Feb	Tulsi Kala Uparwar	56		House listing	Tulsi Kala Uparwar	56	112				
			17-Feb		56				56	112				
			18-Feb		56		Survey		56	112				
<b>Vanarasi</b>		<b>ALL</b>	19-Feb	<b>Pratapgarh</b>		<b>130</b>	<b>Travelling</b>			<b>130</b>				
Pratapgarh	Aspur Deosara	T1	20-Feb	Pratapgarh	Akaripur	40	House listing	Akaripur	Pratapgarh	40	80			
			21-Feb			40				40	80			
			22-Feb			40	Survey			41	81			
		T2	20-Feb		Aurain	40	House listing	Aurain		40	80			
			21-Feb			40				40	80			
			22-Feb			40	Survey			41	81			
Allahabad	Mauaima	T1	23-Feb	Pratapgarh	Anedhi	30	House listing	Anedhi	Pratapgarh	30	60			
			24-Feb			30				30	60			
			25-Feb			30	Survey			30	60			

			23-Feb		Siswan	40	House listing	Siswan		40	80
		T2	24-Feb		Siswan	40		Siswan		40	80
			25-Feb			40	Survey			40	80
Sultanpur	Lambhua	T1	26-Feb	Pratapgarh	Dhariyama	60	House listing	Dhariyama	Pratapgarh	60	120
			27-Feb			60				60	120
			28-Feb			60	Survey			60	120
		T2	26-Feb		Jamkhuri	60	House listing	Jamkhuri		60	120
			27-Feb			60				60	120
			28-Feb			60	Survey			60	120
<b>Pratapgarh</b>		<b>ALL</b>	<b>01-Mar</b>	<b>Sultanpur</b>		<b>60</b>	<b>Travelling</b>			<b>60</b>	
Sultanpur	Waldi rai	T1	02-Mar	Sultanpur	Singhni	50	House listing	Singhni	Sultanpur	50	100
			03-Mar			50				50	100
			04-Mar			50	Survey			50	100
		T2	02-Mar		Isauli	50	House listing	Isauli		50	100
			03-Mar			50				50	100
			04-Mar			50	Survey			50	100
<b>Sultanpur</b>		<b>ALL</b>	<b>05-Mar</b>	<b>Bahraich</b>		<b>190</b>	<b>Travelling</b>			<b>190</b>	
Bahraich	Huzoorpur	T1	06-Mar	Bahraich	Gyanapur	45	House listing	Gyanapur	Bahraich	45	90
			07-Mar			45				45	90
			08-Mar			45	Survey			45	90
		T2	06-Mar		Ramawapur	15	House listing	Ramawapur		15	30
			07-Mar			15				15	30
			08-Mar			15	Survey			15	30
<b>Bahraich</b>		<b>ALL</b>	<b>09-Mar</b>	<b>Dumarariyaganj</b>		<b>150</b>	<b>Travelling</b>			<b>150</b>	
Balrampur	Gaindas Buzurg	T1	10-Mar	Dumarariyaganj	Husainabad Grint	45	House listing	Husainabad Grint	Dumarariyaganj	45	90
			11-Mar			45				45	90
			12-Mar			45	Survey			45	90
		T2	10-Mar		Sisahna	45	House listing	Sisahna		45	90
			11-Mar			45				45	90
			12-Mar			45	Survey			45	90
Siddhartnagar	Khuniyaon	T1	13-Mar	Dumarariyaganj	Acolhiya	10	House listing	Acolhiya	Dumarariyaganj	10	20
			14-Mar			10				10	20
			15-Mar			10	Survey			10	20
		T2	13-Mar		Prempur	10	House listing	Prempur		10	20
			14-Mar			10				10	20
			15-Mar			10	Survey			10	20
Basti	Sau Ghat	T1	16-Mar	Dumarariyaganj	Ranipur	55	House listing	Ranipur	Basti	55	110
			17-Mar			55				55	110
			18-Mar			55	Survey			55	110
		T2	16-Mar		Sihari	55	House listing	Sihari		55	110
			17-Mar			55				55	110
			18-Mar			55	Survey			55	110

Dumara riyaganj		ALL	19-Mar	Azamgarh		170	Travelling				170
<b>HOLI VACATION FROM 19th MARCH TO 22 MARCH 2019</b>											
Azamgarh	Bilariyaganj	T1	24-Mar	Azamgarh	Bagwar	15	House listing	Bagwar	Azamgarh	15	30
			25-Mar			15				15	30
			26-Mar			15	Survey			15	30
		T2	24-Mar		Nuruddinpur	20	House listing	Nuruddinpur		20	40
			25-Mar			20	Survey			20	40
			26-Mar			20				20	40
Azamgarh	Palhna	T1	27-Mar	Azamgarh	Haibatpur Dubhanw	50	House listing	Haibatpur Dubhanw	Azamgarh	50	100
			28-Mar			50				50	100
			29-Mar			50	Survey			50	100
		T2	27-Mar		Miyapur Bansdeva	50	House listing	Miyapur Bansdeva		50	100
			28-Mar			50				50	100
			29-Mar			50	Survey			50	100
Gorakhpur	Bansgaon	T1	30-Mar	Azamgarh	Bhuswal Buzurg	80	House listing	Bhuswal Buzurg	Azamgarh	80	160
			31-Mar			80				80	160
			01-Apr			80				80	160
			02-Apr			80	Survey			80	160
		T2	30-Mar		Parsauni	110	House listing	Parsauni		110	220
			31-Mar			110				110	220
			01-Apr			110				110	220
			02-Apr			110	Survey			110	220
Deoria	Bhaluani	T1	03-Apr	Azamgarh	Bharwatia Upadhyay	80	House listing	Bharwatia Upadhyay	Azamgarh	80	160
			04-Apr			80				80	160
			05-Apr			80				80	160
			06-Apr			80	Survey			80	160
		T2	03-Apr		Kuiyan	80	House listing	Kuiyan		80	160
			04-Apr			80				80	160
			05-Apr			80				80	160
			06-Apr			80	Survey			80	160
<b>TOTAL DISTANCE</b>										<b>10856 km</b>	