



UDUPI COCHIN SHIPYARD LIMITED

Malpe Harbour Complex, Malpe,
Udupi, Karnataka – 576 108, India.
Tel – 0820 2538604.

TENDER FOR HIRING TAXI FOR UDUPI COCHIN SHIPYARD LIMITED ON CONTRACT BASIS

Enquiry No. & date	UCSL/CC/T/TUG/299, Dt: 18 TH NOVEMBER 2024
Name of work	HIRING TAXI FOR UDUPI COCHIN SHIPYARD LIMITED ON CONTRACT BASIS.
Last date & time of receipt of tender	22ND NOVEMBER 2024 (FRIDAY), 15:30HRS
Date & time of opening of Bid	22ND NOVEMBER 2024 (FRIDAY), 15:30HRS

1. DESCRIPTION OF WORK

- 1.1. This enquiry pertains to the hiring of A/c premium sedan car (Maruti Suzuki Dzire/ Honda Amaze / Toyota Etios / Equivalent) for UCSL (Udupi Cochin Shipyard Limited) on 1 Year Contract Basis.
- 1.2. The vehicle hired as dedicated vehicle for the official use of UCSL senior executive/Clients.
- 1.3. You are requested to understand the scope of work /service before submitting your offer.

2. SCOPE OF WORK

- 2.1. The scope of work consists of hiring of 01 no. A/c Premium Sedan (Preferred models: Maruti Suzuki Dzire/ Honda Amaze / Toyota Etios / Equivalent) along with driver for the official use of UCSL Owner representative.
- 2.2. The year of registration of offered vehicle model shall be 2020 or later as per the registration certificate issued by MVD.
- 2.3. Normal Operation hours of the vehicle will be 08.00 to 20.00hrs per day along with driver for an average use on all days in a month for the official use of daily operations between all three facilities within the Udupi district, namely Malpe, Baputhotta, and Hangarakkatte and occasional trips to Mangalore. The yard will be non-operational during company holidays and Sundays. However, if required for yard operations, vehicle may be called for the yard service.
- 2.4. Vehicles should have valid and proper documents like RC Book, Insurance Policy, Tax paid token, Pollution certificates, First aid medicines etc. during the contract period. All statutory conditions to be fully met by contractor at their cost. UCSL authorized officer has the right to verify RC book, Insurance, Pollution Certificate and Tax paid.
- 2.5. The vehicle is hired as dedicated vehicle for the official use of UCSL senior executive. So, the company name shall be placed in both front and rear side of vehicle by UCSL, as per the prevailing MVD rules.
- 2.6. Vehicle engaged in UCSL service should be in excellent working condition with proper cleanliness both internally and externally and good upholstery to be maintained.





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- 2.7. In case of interstate travels are required, necessary permit for same should be arranged by service provider at his cost and the amount will be reimbursed with documentary proof.
- 2.8. The vehicle should report with sufficient quantity of fuel and other consumables for meeting the daily work.
- 2.9. The service provider shall ensure that sufficient funds are provided to the driver towards the cost of fuel, toll, parking, driver's food, lodging etc. No payment on any account shall be made by company during the trip.
- 2.10. Authorized representatives of UCSL have right to allocate trips and timings of the vehicles and the same shall be binding on the service provider. The usual duty hour shall be 08:00hrs to 20:00hrs unless notified otherwise. In case of change of reporting location of the vehicle or any other situation involving financial implication, the rate may be negotiated as the case may be. UCSL reserves the right for the revision of rate in such practical situation.
- 2.11. Trip sheet: The time and distance of service provided shall start from the point of pickup to the point of final drop off. In case the reporting and releasing location not informed, UCSL Malpe/Hangarkatta unit shall be deemed as pick up and drop location. Odometer reading, starting and closing time shall be entered in trip sheet based on usual daily pick up and drop off location of officer. Time and distance reading on Garage-to-Garage basis shall not be considered for payment in any circumstances.
- 2.12. Arrangement of alternate vehicle in the event of breakdown of vehicles that may occur during trips, or rejection by USCL Officer-in-Charge, shall be done by the service provider immediately at their own cost. If the firm fails on this, UCSL reserves the right to engage vehicle from other sources and the cost so incurred shall be borne by the firm/Deducted from the monthly bill on actuals.
- 2.13. UCSL will not take responsibility for any liabilities caused by the contractor in respect of the vehicle's tax, insurance, road permit, accident, labour laws or penalties by authorities etc., or will not compensate part or full whatever may be the reasons
- 2.14. Contractors shall ensure to send the same vehicles and drivers to the extent possible for smooth operation.
- 2.15. Driver should have valid driving license with badge.
- 2.16. Uniforms are to be preferably White in color considering the nature of the work being performed.
- 2.17. The driver should regularly wash the uniforms and shall be presentably neat and clean while reporting for duty.
- 2.18. Reporting officer shall have right to restrict entry of the driver in case, if the driver is habitual offender in terms of cleanliness and miss behavior.
- 2.19. The quoted rate shall include the cost for supply of vehicle in perfect running condition with Driver, Fuel, Lubricants, Spares, Statutory Payments, Repairs if any and other essential requirements.

