

HAJ COMMITTEE OF INDIA

(Statutory body constituted under the Act of Parliament No. 35 of 2002)
Ministry of Minority Affairs, Government of India

E-tender Notice/Terms & Conditions

HAJ - 1446 (H) - 2025

Online Bids (in Two Packet Bid System) are invited only from local bidders from Mumbai (*other bidders offer will NOT be considered*) who fulfill necessary qualifying criteria as stipulated in this notice for the work supply of wide bodied Truck / Tempo with Locking facility alongwith loading /unloading assistance for transport of Haj Pilgrims' check-in baggage from Haj House to Sahar Airport (CSMIA) for Haj - 2025 only through Government e Market place (GeM) portal. The Specification of the Tender requirement is as follows:-

Sr. No.	Particulars	Description of required Service
1	Truck / Tempo	Wide bodied Truck / Tempo (19 feet) of latest and better model having larger capacity with locking facility alongwith loading / unloading assistance for transportation of pilgrims' checked-in-baggage articles from Haj House, M.R.A. Marg, to CSMIA Airport, Mumbai.

- Model:** The bidder shall be required to provide latest and better model.
- Pre-bid Meeting:** The Pre-Bid meeting will be held on **04.04.2025 at 15:00 Hrs.** in the Committee Room at 1st floor Conference Room of Haj House Building, M. R. A. Marg, Mumbai – 400 001. The prospective bidders may like to bring alongwith them the catalogue and Photos depicting model and condition of the wide-bodied Truck / Tempo with locking facility own/possess by them.
- Duration:** The services are required for the period from **28/29.04.2025 to 30/31.05.2025.**

Bid Security: The bidder has to submit a Bid Security (EMD) of Rs.82,500/- (Rupees Eighty Two Thousand Five Hundred Only) for wide bodied Truck/Tempo with locking facility and loading/unloading assistance for transportation of pilgrims' checked-in baggage articles in the form of demand draft drawn on any Nationalized Bank in favour of **"HAJ COMMITTEE OF INDIA, MUMBAI"**. No bid shall be entertained without Bid Security (EMD). The scanned copy of demand draft for Bid Security (EMD) must be uploaded with the tender. The original demand draft must be submitted in a sealed envelope superscribed with **"Supply of Truck/Tempo for carrying pilgrims' checked-in baggage from Haj House to Sahar Airport (CSMIA) for Haj-2025"** latest by **17:00 Hrs. on 11.04.2025.**

- Essential requirement for participation:** The service provider must comply withall mandatory aspects of safety and security including labour law existing in Maharashtra and Rules of Maharashtra RTO whenever Vehicle and driver is supplied.
- Bid:** Bidders are requested to quote their offer through GeM portal only. Manual Tenders will not be considered. Bidders seeking EMD exemption, must submit the valid supporting documents for the relevant category as per GeM general terms and condition with the bid. Under MSE category, only manufacturers for goods and service providers for services are eligible for exemption from EMD.
- Rate:** The bidder should quote price for per trip per Truck/Tempo, inclusive of parking, loading/unloading charges and taxes. The number of Trips in respect of Truck/Tempo can be reduced or increased at the discretion of the Competent authority of Haj Committee of India, Mumbai. The payment shall be made for the actual number of number of Trips in respect of Truck/Tempo utilized. If the capacity of Truck / Tempo varies, the payment shall be made on pro-rata basis. No extra cost / charges shall be paid for Parking, loading / unloading.
- Mode of Supply:** The final decision in this regard shall be taken by HCoI, which shall be binding on the successful bidder.
- Mode of payment:** Payment will be made for the accepted quantity within 30 days after successful completion of the assignment. No advance payment shall be made. TDS shall be deducted, as per Income Tax Rules, from the payment bills/Invoices. All invoices submitted for payment must be in order of the actual trips and there should be no duplicacy.

- 6. Eligibility Criteria of Technical Bid:** Bidders are requested to attach the following documents alongwith the bid through GeM:-

Sr. #	List of Documents
i)	Copy of PAN Card and Valid GST Registration.
ii)	Copy of Demand Drafts for Bid Security.
iii)	Proof of Past experiences in the business / similar work during last five years (copies to be attached).
iv)	Copy of Shop & Establishment Registration.
v)	Duly Notarized Undertaking to the effect that the Firm has never been black-listed by a Government Department, Ministry, Organization/PSUs etc.
vi)	No. of ownership of Truck / Tempo to be provided.

7. Bid Evaluation Criteria:

- i) Price bids of the bidder will be opened only of the bidders who fulfills the above technical qualification criteria.
- ii) The bidders are advised to quote their rates inclusive of GST.

8. General Terms and Conditions of the tender:

- i) All bidders must follow the direction of the Haj Committee of India issued from time to time.
- ii) Technical bid shall be opened first and financial bid of only those bidders shall be opened, who qualify the technical bid.
- iii) Incomplete or conditional tenders shall not be entertained. Haj Committee of India reserves the right to accept or reject any tender, in whole or in part thereof, without assigning/specifying any reason thereof.
- iv) The Bid Security (EMD) shall stand forfeited if a bidder withdraws or amends the bid/tender or impairs or derogates from the tender in any respect during the period of bid, or in case successful bidder fails to accept order within the stipulated period. No interest will be payable on Bid Security. The Bid Security (EMD) shall also stand forfeited in the event of premature withdrawal of the tender by any of the bidders.
- v) Performance Security shall be submitted by the successful bidder within 30 days at 5% value of the total contract value in the form of Demand Draft / Bank Guarantee / Fixed Deposit Receipt in the name of "Haj Committee of India" with the validity of 14 months from the date of issue of Performance Security Deposit in order to fulfill the contractual obligations.
- vi) The firms intending to participate in the tender process with their offer of tender are requested to read the terms and conditions of the contract.

9. General Terms and Conditions of the contract:

- i) Any deviation in providing services from the specification as mentioned in this bid will attract due penalty, which will be decided by Haj Committee of India.
- ii) Haj Committee of India reserves the right to reject the entire or part of the assignment on account of providing sub-standard services or in case the services are not found satisfactory as per specification. In such cases, Haj Committee of India shall be empowered to get the assignment completed from elsewhere and recover the consequential costs from the firm to which the contract was awarded.
- iii) The firm will have to ensure the safety and security of Haj Pilgrims and their baggage from Haj House to the CSMIA during entire period of contract.
- iv) The rates should be quoted in both words and figures.

- v) If any firms withdrawing their offers after participating in the tendering process shall be liable for black listing from Haj Committee of India, forfeiture of EMD and other conditions stated above.
- vi) Conditional offers will not be accepted.
- vii) In case of any dispute, the matter will be referred to an arbitrator appointed by Haj Committee of India.
- viii) All the disputes are subject to the Civil Courts within the limits of Mumbai Municipal Corporation.
- ix) The wide-bodied Truck / Tempo should be made available atleast 16 hours prior to the scheduled departure of pilgrims and their baggage from Haj House.
- x) **Liquidated damage:** If the bidder fails to supply or fulfill the contractual obligation, he is liable for recovery of liquidated damages for delay in supply, as per GeM Terms & Conditions.
- xi) In case of non-compliance, the offer of the bidder is liable for rejection.

The bid documents are also available on website of Haj Committee of India www.hajcommittee.gov.in. For further enquiry please contact the Central Procurement Section (CPS), Haj Committee of India, Ground Floor, Haj House, Mumbai - 400001.

Sd/-

Dy. Chief Executive Officer,
Haj Committee of India,
Bait-ul-Hujjaj (Haj House),
7-A, M.R.A. Marg,
Mumbai- 400 001.