



भारतीय प्रबंध संस्थान बोधगया
**Indian Institute of Management
Bodh Gaya**

Uravela, Prabandh Vihar, Bodh Gaya, Gaya-824234, Bihar, India

Website: www.iimbg.ac.in

IIMBG/NIT/Taxi Services/2020-21/10

Dated: July 8, 2020

**Notice Inviting Tender for Expression of Interest (EoI) For Empanelment of Taxi Service
Provider at IIM Bodhgaya, Bihar, India**

Issued By IIM Bodh Gaya (Bihar)
(Tender mode – e-publish mode only)
Chief Administrative Officer (CAO)
IIM Bodh Gaya (Bihar)
Tender Inviting Authority (TIA)
Phone: 0631-2200238, 8839292756, 9313159741
Mail Id : cao@iimbg.ac.in

Name of the Work	Providing Taxi Services to IIM Bodhgaya on monthly rental as well as on daily rental basis.
Estimated Volume of Business per Annum	Rs. 10 lakh per annum
Duration of Contract	Contract for the period of one year with the date of award of contract and with provision to extend on yearly basis extension on same rate and term & conditions subject to the satisfactory performance or with some addition/deletion/modification for a further period of maximum up to 3 years.
Date of Issue/Publishing	8 July 2020
Closing Date & Time for Submission of EoI	29 July 2020 at 6:00 PM
Date & Time of opening of EoI	30 July 2020 at 11:00 AM
EoI to be submitted to	Hardcopy as Per Tender to be Deposited in Tender Box, IIM Bodh Gaya
Place of opening of EoI	IIM Bodh Gaya
EMD	Rs. 25,000/- (Rupees Twenty Five Thousand Only)
Performance Security	5% of Total Estimate Contract Value
Contact Details	Chief Administrative Officer 0631-2200238, 9313159741, 8839292756
Location of Services	Indian Institute of Management Bodh Gaya, Uravela, Prabandh Vihar, Bodh Gaya, Gaya-824234, Bihar, India

The EoI document can be downloaded from the Institute website- www.iimbg.ac.in and at the e-publishing window of the Central Public Procurement (CPPP) portal <http://eprocure.gov.in/epublish/app>. Please refer Tender Section on the Home Page of Website of IIM Bodh Gaya. Please keep visiting our website www.iimbg.ac.in and e-publishing window of the Central Public Procurement (CPPP) portal <http://eprocure.gov.in/epublish/app> for any corrigendum/amendments and submit the bid documents accordingly.

Expression of Interest for Empanelment of Taxi Services Provider at Bodh Gaya

Background:

Indian Institute of Management Bodh Gaya is an Institution of National Importance under the Indian Institute of Management Act, 2017.

IIM Bodh Gaya invites EoI from financially sound Taxi Service Providers to provide 2 (two) vehicle (Dezire/Etios/Honda City/Scorpio or like in diesel/petrol engine) (agreement for 01 mid-size vehicle may be added as per requirement in future) on monthly hire basis (24 hrs per day) for a period of one (01) year as per terms and conditions mentioned in this tender document.

1. Eligibility Criteria/Parameters and Technical Specifications

- (a) The Registered/Local office of the bidder should be located either in Bodh Gaya/ Gaya. Supporting document in this regard to be submitted.
- (b) The bidder should have its own bank account.
- (c) The bidder should have PAN Number and GST Registration.
- (d) The bidder must have sufficient vehicles in their fleet. The vehicles should not be older than three (3) years. A list of such vehicles with self-attested copies of RCs should be attached with the bid.
- (e) An undertaking from the bidder stating that the firm has not been blacklisted by any Central Government Department/Ministry/PSU/Bank, or State Government etc. must be attached with the bid documents.
- (f) The bidders must have minimum two (2) years experiences in providing vehicle on rent basis to reputed organizations particularly Central Government Department. The bidder will be required to submit proof of successful and satisfactory completion of service. The certificate should be from a Central Government Organization.
- (g) The firm should follow labour laws.
- (h) Police verification of the firm must be attached.
- (i) The firm should ensure that the drivers employed hold valid driving license, are in uniform, well behaved, reasonably educated, conversant with traffic rules/regulations and city roads/routes as well as with the security instructions.
 - (i) Each driver employed by the firm must have a cell-phone duly activated.
 - (ii) No mileage will be allowed for lunch /tea etc. to the driver. The drivers are not allowed to take hired vehicles for their personal lunch and /or tea during duty hours.
 - (iii) The service provider and the drivers should ensure that each vehicle is neat and clean, as well as operationally fit (i.e. with no known fault) and sufficient fuel when on duty.

- (iv) Driver should preferably be able to understand English, as the Institute receives a lot of foreign guests.
 - (v) The time and distance in respect of hired taxis will commence and terminate from/to the Institute office at Uruvela, Prabandh Vihar, Bodh Gaya. The interested party should adhere to this rule. (For full day and half day service)
 - (vi) While the Institute has a periodical requirement for hiring taxis, it will have the right not to utilize the service at all at any time for any period without giving any notice/assigning any reason. The Institute reserves the right to hire taxis from any other provider of such services even during the period of the contract.
- (j) **Monthly Rental:** In case of Monthly Rental Vehicle “Full Day” would imply 24Hrs duration per day and a run of the Taxi up to 2500 Kms in whole month.
- (k) **Daily Rental:**
- (i) “Full Day” would imply a run of the Taxi up to 80 kilometer and/or 10 hours duration.
 - (ii) “Half Day” would imply a run of the Taxi up to 40 kilometer and/or 5 hours duration.
- (l) Rates once finalized will be valid for the period of contract.
- (m) It is the responsibility of the service provider to have all necessary clearances and certificates required to carry out the services of public transportation.
- (n) All legal disputes shall be subject to the jurisdiction of Gaya
- (o) The average turnover of the bidder should be Rs. 10.00 Lacs (Rupees Ten Lacs) above for a period of last three financial years.

2. Earnest Money Deposit (EMD)

- 2.1 The contractor shall deposit EMD for an amount of Rs.25,000/- (Rupees Twenty-five thousand only) in the form of Demand Draft/Banker’s Cheque from a commercial bank, in favour of “Indian Institute of Management Bodh Gaya payable at Bodh Gaya along with the EoI document. The EMD should valid for a period of 60 days beyond the final bid validity period.
- 2.2 The Bid Security will be forfeited in the following conditions: -
- (a) If at any stage, any of information/declaration given by the bidder is found false.
 - (b) If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
 - (c) In case of any lapse/default in honoring of the terms and conditions at any stage after submitting the tender.
 - (d) In case of final selection of bidder, if he fails to enter into the contract or fails to furnish performance security in accordance with the terms and conditions of the EoI.

3. SUBMISSION OF BID

- 3.1 Bids duly signed by Authorised Signatory should be submitted in sealed envelope and super-scribed in bold letters with the statements:
'BID FOR EMPANELMENT OF TAXI SERVICE PROVIDER AT IIM BODHGAYA with Reference No. of Tender and to be submitted at:

Chief Administrative Officer,
Indian Institute of Management Bodh Gaya,
Uruvela, Prabandh Vihar,
Bodh Gaya-824234 (Bihar)

- 3.2 Bids must reach on or before the closing date and time as indicated in the beginning of this tender document. Any bid received after closing date & time shall not be considered.
- 3.3 Bids received by any other mode except SPEED POST/COURIER/By HAND will not be accepted.
- 3.4 Bidder should number the pages submitted in form of Technical Bid and provide an index indicating the page number of each document submitted. The index should be placed on the top of the Bid.
- 3.5 Tender forms containing 'over written' or 'erased' rate or rates and amount not shown in figures and words in English are liable to rejection.
- 3.6 The bid should be clear and without any condition. Conditional bids shall be summarily rejected.
- 3.7 The Bid should be accompanied by the relevant documents, as per Annexure-I without which the tender will be considered incomplete and hence, summarily rejected.
- 3.8 The bid should be precise, complete and in the prescribed format as per the requirement of the bid document. Failure to furnish all information required through the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
- 3.9 The bidders should quote their rates in the prescribed format as per Annexure- IV.
- 3.10 **Bid Validity:** The bids shall remain valid for a period of 60 days from the last date of submission of proposal.
- 3.11 Any change/corrigendum/extension of closing/ opening dates in respect of this tender shall be issued through website only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit IIMBG website for updates.
- 3.12 Application of Tender as submitted by a tenderer shall become the property of IIMBG and IIMBG shall have no obligation to return the same to the tenderer.
- 3.13 The application for tender does not entitle any tenderer for automatic grant of award.
- 3.14 List of documents to be submitted with the application (as applicable):
- 3.15 Tender Acceptance Letter as per Annexure-II.
- 3.16 Copy of Permanent Account Number (PAN) in the name of the firm, if not proprietorship firm.
- 3.17 Copy of GST Registration Certificate.
- 3.18 Bank details

- 3.19 Self-Declaration about Non Black Listing as per Annexure-III.
- 3.20 Details of experience in dealing with Central Government Department/Higher Education Institution/ Central University, Autonomous Bodies and professional Institutes like IIMs, IITs. Copy of letter of empanelment.
- 3.21 Duly signed and stamped of the entire tender document along with its addendum/ corrigendum, if any.
- 3.22 All other documents, as required in terms of the tender, to claim eligibility.
- 3.23 Note: Institute may ask the vendor to submit any other certificate/document as it may deem fit.

4. BID OPENING & EVALUATION

- 4.1 On the basis of rates quoted by different bidders the committee will finalize rates for each segment of commercial bid & the same will be offered to all interested technically fit bidders.
- 4.2 On the basis of acceptance given by bidders they will be empaneled for the said services.
- 4.3 The firms may be asked to re-quote on the spot & on the basis of lowest quoted rates, the bidders would be offered for empanelment. In case of tie, the decision would be taken by giving weightage to following criteria in the same order of preference as mentioned below:
 - a. Experience in serving institution of national importance/Central Universities
 - b. Average turnover in last three financial years.
 - c. If more than one bid having the same total turnover, then by “Draw of Lots”.
5. The institute reserves the right to seek clarifications or additional information/ documents from any bidder regarding its technical bid. Such clarification(s) or additional information/document(s) shall be provided within the time specified for the purpose. Any request and response thereto shall be in writing. If the bidder does not furnish the clarification(s) or additional information/document(s) within the prescribed date and time, the proposal shall be liable to be rejected.
6. The bidders may depute their authorized representatives to remain present during the bid opening process subject to submission of valid authorization letter in the name of the representative to attend the bid opening process.

7. Term & Conditions:

- 7.1 The EoIs are invited from reputed Taxi Service Provider for rate contract for the period of one year with the date of award of contract and with provision to extend on yearly basis extension on same rate and term & conditions subject to the satisfactory performance or with some addition/deletion/modification for a further period of maximum up to 3 years. The IIM Bodh Gaya however, reserves the right to terminate/curtail the contract at any time after giving 30 days notice without assigning any reason.
- 7.2 **Exit Clause:** The contract can be terminated by giving 1 (one) month notice period by the Institute and 3 (three) month notice by the contractor. However, in any instant contract will be terminated if services of the vendor will not be found satisfactory.
- 7.3 The vehicles to be provided should be not older than 3 (three) years and in good running condition. In case the condition of the vehicles is not found to be satisfactory, it shall be returned for immediate replacement. In case not replacement is provided on time or any

other delay, a penalty will be levied as deemed fit on day to day basis and the officer has right to hire a vehicle from the market and the cost incurred has to be borne by the agency/firm.

- 7.4 The cars should be fitted with all modern features such as clean loose seat covers, clean towel, reading lamp, tissue paper box, car perfume, seat belts front and rear, umbrella during monsoon.
- 7.5 The vehicles should be comprehensively insured.
- 7.6 The firm should have sufficient number of drivers having experience of driving in Gaya/Patna.
- 7.7 Only such tour operator/agency may submit their quotations whose cars/taxis have been duly authorized by the concerned RTO for use as public transport and who have telephone connection available at their premises/garage/stands from where such taxis/cars to be operated and can be requisitioned by this institution.
- 7.8 The contractor shall provide names, address of the drivers along with their driving licence number and copies within one week of the award of the contract. Each driver employed by the firm must have an active cellphone.
- 7.9 The firm shall not employ any person who has not completed 18 (eighteen) years of age. The firm shall comply with all the statutory provisions as laid down under various Labour Laws, In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Firm, there will not be any liability on the institute.
- 7.10 The firm should submit medical certificate of the driver post award of the job.
- 7.11 The institute will be under no legal obligation to provide employment to any of the personnel of the firm after expiry of agreement period and the institute recognizes no employer-employee relationship between the institute and the personnel deployed by the firm/agency.
- 7.12 Any person who is in an employee of this institute should not be partners to the contract by the firm directly or indirectly in any manner whatsoever.
- 7.13 Each driver should wear uniform while on duty. The drivers to be deployed with the institute should have got their antecedent verified by the local police.
- 7.14 The firm/agencies would ensure that the drivers employed have valid driving licence and clean driving record including track record of not indulging in any major accident in the past three years.
- 7.15 A daily record indicating time and mileage for each vehicle shall be maintained by the driver in a log book in a format as per staff car rules of the Govt. of India and the log book shall be submitted to the concerned officer in IIM Bodh Gaya along with bill for scrutiny, etc.
- 7.16 A vehicle will be allowed for use only in good condition when the Milometer is sealed. If during the running of the vehicle it is found that the milometer is tempered unsealed then forfeiture of hiring charges and a penalty as fixed by IIM Bodh Gaya will be imposed.
- 7.17 Once the hiring of vehicles commences from a particular agency/firm, the vehicles and drivers should not be changed unless so requested for by the IIM Bodh Gaya. The vehicles must be available at any time of day as required by the institution.
- 7.18 In case of any accident, all the claims arising out of it, shall be met by agency/firm.

- 7.19 Punctuality will have to be ensured and log book shall be maintained by the drivers. The drivers shall be responsible for proper completion of the log books including obtaining the signatures of the user.
- 7.20 The firm should have adequate number of telephone/mobile to be available round the clock.
- 7.21 The firm should have a provision to take bookings round the clock.
- 7.22 Rates once finalized will be fixed at least for a period of one year. The contract period may be extended for next year with same rate, term and condition and used as base rate in the case of upward and downward change in rates in fuel prices.
- 7.23 Any overtime arising due to breakdown of vehicle supplied by the agency shall be on its account and shall not be charged to IIM Bodh Gaya.
- 7.24 The institution reserves the right to terminate the contract without assigning any reason by giving the notice of 30 days to the agency/firm.
- 7.25 Vehicle provided to the institution should bear valid Registration Numbers and should have comprehensive insurance and Drivers so provided with the vehicles shall have valid LMV Driving Licence and Badges.
- 7.26 The vehicles should conform to the pollution norms prescribed, if any, by the Transport Department, Govt. of Bihar.
- 7.27 In case of breakdown of any vehicle, the firm/agency shall replace the breakdown vehicle within one hour failing which the institution has the right to hire vehicle from any other sources at the expense of the firm.
- 7.28 Operation and function of vehicles and drivers shall be governed by Motor Vehicles Act/Motor vehicles rules and Bihar Motor Vehicles Rules and these shall be the responsibility of the firm.
- 7.29 No advance payment will be made.
- 7.30 The bills should be made on monthly basis by the firm/agency and should be submitted by the 10th of each succeeding month along with logbook of the vehicle for scrutiny/verification of the bills. The bill should indicate the GST registration no. and PAN No.
- 7.31 The institution will deduct Income Tax at source under section 194-C of Income Tax Act from the firm at the prevailing rates of such sum as income tax on the income comprised therein.
- 7.32 Toll tax and parking charges shall be reimbursed by the Institute against the production of original documentary evidences along with the bill.
- 7.33 The firm shall ensure that all the necessary documents i.e. RC, Insurance papers, PUC certificate, etc. are available with the drivers deployed for duty in the institution.
- 7.34 No additional terms & conditions over and above the conditions stipulated above shall be entertained by this office.

8. Termination of the contract/forfeiture of Performance Security.

- 8.1 In case of breach of contract by the firm, the performance Security shall be forfeited by the Institute and the firm shall be blacklisted in addition to termination of the contract in question. The right of action will rest with the authority entering into the agreement.
- 8.2 In case of any dispute, the decision of the Director, IIM Bodh Gaya shall be final and binding.

8.3 The contract can be terminated at any time without assigning any reason at the discretion of the IIM Bodh Gaya.

9. Terms of Payment

- 9.1 Based on the actual booking of vehicles during the month, the empaneled agency/vehicle service provider shall submit the bills addressing to “IIM Bodh Gaya” with details on monthly basis. The bill, if found correct for payment, will be paid within 15 days.
- 9.2 No payment shall be made in advance.
- 9.3 All payment shall be made by the cheque/NEFT/Online transfer only.
- 9.4 In case higher model taxi provided in place of called taxi then the Institute will pay for vehicle called and not for vehicle provided.
- 9.5 EOI Documents can be downloaded from the Institute website www.iimbg.ac.in Please refer Tender section on the Home Page of the Website and keep visiting our Website for any corrigendum/amendments and submit the bid documents accordingly.
- 9.6 Tender/Offers may be sent by post/hand to the office of the Tender Inviting Authority namely, CAO, Indian Institute of Management, Bodh Gaya, Uruvela, Prabandh Vihar, Bodh Gaya, Gaya-824234, Bihar, India, **clearly mentioning IIMBG/NIT/Taxi Services/2020-21/10 on the envelope.**
- 9.7 IIM Bodh Gaya has no obligation for any loss/delay/non-receipt of offers. Offers received late/incomplete are liable for rejection/non-acceptance.
- 9.8 The offers shall be valid for 3 (Three) months from the last date of submission of EoI/revised EoI (if any).
- 9.9 The Institute reserves the right to modify the conditions of the EoI, at any time, without assigning any reasons for the same.
- 9.10 IIM Bodh Gaya reserves the right to accept/reject any offer in part or full, without assigning any reason whatsoever.
- 9.11 If the last date of receiving /opening of the offer coincides with a holiday, then the next working day shall be the receiving/opening date.

10. The final selection of vendor will be as per the following selection process:

- (i) Verification of documents by committee constituted for the purpose in support of eligibility criteria with Financial Effect as mentioned in Annexure – I
- (ii) Physical visit of Taxi Service Provider premises (if required) to check the services, amenities and credentials of the Taxi by the committee constituted for this purpose four ground validation.
- (iii) Evaluation of financial effect by committee in view of amenities and competitiveness of rates.
- (iv) Approval of names of Taxi Providers suitable for empanelment by Competent Authority. The Institute may empanel one or more taxi service providers as per requirement and budget.
- (v) The decision of the Institute in the matter will be final and binding to all the bidders/empaneled service providers.

11. Communication of Acceptance

Successful parties will be informed of the acceptance of their offer.

12. Penalty

- (a) The tenderer should ensure regular and uninterrupted quality services at all times.
- (b) Failure of service and negligence shall be measured in terms of the following:
 - (i) Not providing vehicle/taxi and services as per the booking;
 - (ii) Any other matter which an act of negligence or breach of ethics by the service provider.

13. Performance Security

The Firm whose EoI is accepted shall deposit Performance Security for an amount of Rs. 50,000.00 (Rupees Fifty Thousand only) in the form of Demand Draft/Banker's Cheque in favour of Indian Institute of Management Bodh Gaya, payable at Bodhgaya within 10 days from the date of issue of work order by the institution. Performance Security will remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations. No interest will be payable on this amount. The contract will be signed only after furnishing the Performance Security. In case of breach of contract by the firm, the Performance Security shall be forfeited by the institute and the firm shall be blacklisted in additions to the termination of the contract.

14. Arbitration and Dispute Resolution

- (a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director of Institute.
- (b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time. The cost of Arbitration shall be born by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the firm shall continue to be made in terms of the contract. Arbitration proceedings will be held at Bodh Gaya only.

15. Jurisdiction of Court

The courts at Gaya, shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

Chief Administrative Officer
Indian Institute of Management Bodh Gaya
Uruvela, Prabandh Vihar, Bodh Gaya,
Gaya-824234, Bihar, India

Annexure-I

Bidder's Profile

Expression of Interest submitted in response to enquiry notification issued by the Indian Institute of Management Bodh Gaya for Empanelment of Taxi Service Provider for vehicle services at Bodh Gaya.

Sl. No.	Particulars	Description in details
1.	Name of the Taxi Provider	
2.	Complete Contact Details of Authorized person of Agency/Service Provider, including name, address, telephone, mobile number, Email id, Website (if any)	
3.	EoI for Taxi services situated at	
4.	Complete Postal Address with Tel. No.,Fax/Email	
5.	Year of Registration/Establishment of Agency	Please enclose self-attested copy of required documents in case of Proprietor-Registration with Shop & Establishment Authorities or equivalent authorities, in case of Partnership – Partnership Deed, In case of Company – Certificate of Registration and Memorandum of Association or any other document required for registration of Agency. (enclose copy)
6.	PAN No.	_____ (enclose copy)
7.	Please enclose copy of last three years of IT Return/acknowledgement	FY 2016-17 FY 2017-18 FY 2018-19
9.	Service Tax Registration No./GST/CST No.	_____ (enclose copy)
10.	Details of Trade License No./ Labour License No.	_____ (enclose copy)
11.	Details of any other license required to run the Agency (please specify)	_____ (enclose copy)
12.	List of cars of not older than 2018 model registered in the name of firm along with copies of RCs, and Insurance	

Name and Address with contact No.

(Signature of the Bidder)

Annexure-II

**UNDERTAKING
(ON LETTER-HEAD OF THE AGENCY/SERVICE PROVIDER)**

To
Indian Institute of Management Bodh Gaya
Uruvela, Prabandh Vihar, Bodh Gaya,
Gaya-824234, Bihar, India.

Name of the Agency_____

Name of the Bidder_____ date: _____

Sir,

1. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions of the EoI.
2. I/We shall provide quality services to the Institute with amenities as mentioned in our technical bid.

(Signature of the Bidder)

Name and Address of the Bidder

Telephone Number

Annexure - III

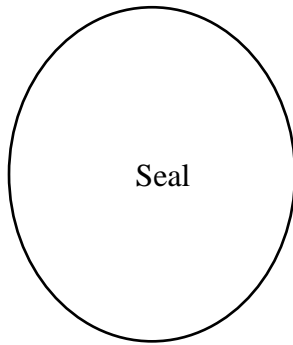
CERTIFICATE

(To be provided on letter head of the Agency/Taxi Provider)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:



Authorized Signatory

Name:

Designation:

Place:

Contact No.:

Annexure - IV

**FINANCIAL BID FOR HIRING OF VEHICLE ON MONTHLY BASIS IN IIM
BODH GAYA (PROFORMA FOR QUOTING RATES)**

Name and Address of the Firm/Company:

Name of Proprietor/Partners/Directors:

Table “A”

Sl. No.	Description	For Hatchback (e.g.Swift/ Baleno/Wagon R) (Rates in INR inclusive of GST)	For Sedan (e.g. Etios/ Dezire) (Rates in INR inclusive of GST)	For SUV/MUV (e.g. Innova /Crysta /Scorpio/ Safari) (Rates in INR inclusive of GST)
1.	Rate quoted per month			
2	Rate quoted per Kilometer for mileage excess of 2500 kms.			

Table “B”

Sl. No.	Description	Hatchback (e.g.Swift/ Baleno/Wagon R) (Rates in INR inclusive of GST)	Sedan (e.g. Etios/ Dezire) (Rates in INR inclusive of GST)	SUV/MUV (e.g. Innova/Crysta /Scorpio/ Safari) (Rates in INR inclusive of GST)
		AC	AC	AC
1	Airport pickup/drop (one way) from Institute			
2	Airport pickup/drop (two way) from Institute			
3	Gaya Railway Station pickup/drop (one way) from Institute			
4	Gaya Railway Station pickup/drop (two way) from/to Institute			

Date:

Signature with seal

5	Patna (pickup & drop) from Institute			
6	Ranchi (Pickup & drop) from Institute			
7	Out of station (Per KM rates +per day charges)			

Table “C”

Sl. No.	Description	Hatchback (e.g.Swift/ Baleno/Wagon R)		Sedan (e.g. Etios/ Dezire)	SUV/MUV (e.g. Innova/Crysta /Scorpio/ Safari)
		(Rates in INR inclusive of GST)		(Rates in INR inclusive of GST)	(Rates in INR inclusive of GST)
		AC	Non-AC	AC	AC
1	Up to 80 Km and 10 hours				
2	Up to 40 kms and 5 hours (half day)				
3	Extra charges per kilometer in excess of 80 kms/40 kms				
4	Extra charges per hour in excess of 10 hours/5hrs				

Date:

Signature with seal

Place:

Name :

Full address:

Telephone No.:

Email: