

**FOOD CORPORATION OF INDIA**  
**INSTITUTE OF FOOD SECURITY**  
**GURGAON**

**ELIGIBILITY CRITERIA FOR PROVIDING CAR**

1. In the previous contract in 12 months the business was approx. 3.5 lac.
2. (i) Diesel/ Petrol car i.e Indica /Swift/Desire/I 10/ I 20/ Santro or any other equivalent /higher make of Air Conditioned /Non-Air Conditioned is required on monthly retainer basis initially for a period of one year from
3. (ii) The car to be supplied by the contractor should be road worthy in good running condition without any break down to be operated as a staff car for the office of Director, IFS, FCI located at Institutional Area, Plot No-87, Sector-18, Gurgaon.
4. The Driver of the Car must be medically fit, holding a valid Driving license, having driving experience of car/jeep of at least two years, comprehensive Vehicle Insurance /Registration Certificate and tax(s) etc. duly paid. Further, always he must have pollution under control certificate of the vehicle.
5. In case of any challan for violation under any Motor Vehicle Act(s), the charges /penalties for the same shall be borne by the contractor and the FCI shall in no way be responsible in this regard.
6. The rates quoted for supply of car on monthly retainer basis shall be inclusive of all cost(s) i.e. payment of driver, Road Tax, petrol/Diesel, Lubricants, Break down, stay charges etc. However toll tax if any will be paid by FCI on presenting the cash receipt in lieu of toll tax.
7. Meter reading will start/ terminate from IFS to IFS., Gurgaon
8. No Mileage will be allowed for lunch/tea of the driver. Driver should carry his own lunch.
9. Driver should be in well-cleaned clothes/dressed, well versed with rules and places, and should be courteous to the officers/employees of the Corporation.
10. The payment will be made after completion of a calendar month on submission of a pre-receipted bill, in duplicate, in favour of Director (Head of the Institute) giving all the details about the usage of car.
11. The Driver will maintain Log-Book in proper form on monthly basis and it will be his personal responsibility to get it signed from time to time from the concerned officer using the car and also to keep the log-Book and other related documents pertaining to the usage of the car in safe custody. At the time of raising the bill the

contractor/ Authorized person of contractor will submit the monthly log book along with the bill. In the event of misplacement of any such record, the Corporation will not be liable to make the payment in absence of such authenticated record. The Log-Book will be maintained in neat arid clean condition without cutting and over-writings.

11. The Food Corporation of India does not guarantee any definite volume of work relating to usage of the car for a particular period or throughout the period of contract. The Driver along with car will report six days in a week without fail at IFS, Gurgaon at 8:00 AM sharp and shall remain at the disposal of the Food Corporation of India upto 7.00 PM. .The services may be utilized even on Sunday/holidays as per need with no extra charges due to Sunday/holidays.
12. The car is to be used on monthly retainer basis upto a likely run of 2400 kms per month. For additional Kilometers run beyond 2400 Kms on monthly retainer basis, extra charges per kilometer/ per additional hour beyond 7 .00 PM as the case may be would be payable in accordance with the above quoted rates. However, if the taxi does not run, 2400 kms in a particular month due to any reason there will be deduction from the bills to the extent of diesel/Petrol not consumed because of non coverage of prescribed distance of 2400 kms at the rate of 15kms per liter on prevailing diesel price at that time.
13. In exigency or in the event of failure to supply car on any day, the same will be arranged at the risk and cost of the contractor and the extra expenditure to be so incurred would be recovered from the Contractor for making the payment of hired vehicle.
14. The Contractor shall not sublet, transfer or assign the contract or any part thereof without prior written approval of the Corporation. In event of Contractor contravening this condition or any provision governing the terms and conditions of the contract, the Corporation shall be entitled to place the contract elsewhere on contractor's account and the losses / damages on this account shall be recoverable from the amount of security / pending admitted claims, if any, of the contractor.
15. The duration of the contract would be initially for a period of one year which may be extended for a period of six months at the discretion of Director, IFS, FCI, Gurgaon. The contract can be extended for further six months on the mutual consent of the Director and the Contractor.
16. Rates once finalized will be fixed for a period of one year and also for extended period, if any and no enhancement of rates will be considered on account of hike in petrol/diesel prices or whatsoever the reason may be.
17. The Food Corporation of India reserves the right to terminate the contract at any time without assigning any reason.
18. The Director will be at liberty to engage any transport facility/contract even without the consent of the contractor during the currency of the present contract. The contractor has no right to raise any objection in this regard.

19. In case of any mis-happening the contractor shall be liable for the damages and there shall be no responsibility of IFS, Food Corporation of India, Gurgaon whatsoever.
20. In case of any dispute, the decision of the Director, IFS, FCI, Gurgaon will be final and binding upon the Contractor.
21. Director, IFS, FCI, Gurgaon reserves the right to reject any or all tenders without assigning any reason and does not bind himself to accept the lower or any tender.

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