



**National Institute of Open Schooling (NIOS)  
Regional Centre, Jammu**

(An Autonomous Institution Under Deptt. of School Education and Literacy, Ministry of Education, Govt. of India)  
Regional Centre : # 187-P/B, Sector 1-A, Trikuta Nagar, Jammu - 180020

**TENDER FOR EMPANELMENT OF AGENCIES FOR HIRING  
NON-AC/AC VEHICLE**

**National Institute of Open Schooling (NIOS) is an Autonomous Institution under the Deptt. of School Education & Literacy, Ministry of Education, Govt. of India. It provides education through distance mode at pre degree level i.e. for Secondary and Senior Secondary levels and also for Vocational courses to persons who wish to study further and quality for a better tomorrow. The mission of NIOS is to provide education to all especially girls, women, rural youths, working men and women, SC and ST, persons with disability and other disadvantaged persons who for one or the other reason could not continue education with the formal system. NIOS operates through a network of Twenty (23) Regional Centres and two (2) Sub Regional Centres and about six thousand Accredited Institutions (AIs) commonly known as Study Centres in India. NIOS is the largest open schooling system in the World.**

**Important Dates and Time**

- Published Date : 02-07-2023
- Bid Document Download / Sale : 03-07-2023  
Start Date Clarification Start date
- Time Clarification Closing date : 03-07-2023 to 10-07-2023  
& Time
- Bid Submission Start Date & : 03-07-2023 to 25-07-2023 upto 2pm  
Time Bid Submission End Date
- Technical Bid Opening Date & : 25-07-2023 at 2.30 pm  
Time
- Duration of Contract The period of contract shall be initially for the period of one year which will be extendable up to 2 years on a year to year basis subject to satisfactory performance for the services provided by the Agency/Firm.
- Tentative date & time for opening of Financial Bid of eligible tenderers Date will be intimated to successful bidders of Technical Bid only through email / speed post / telephonic message.

## 01 INSTRUCTIONS TO BIDDERS:

- (i) National Institute of Open Schooling (NIOS) Regional Centre Jammu invites sealed tenders from reputed, experienced and financially sound Tour & Travels firms/Agencies empanelment for hiring of different types of vehicles like Swift Dzire/Toyota Etios/Sx4/Indigo/Accent/Wagon R/EECO/Xylo/ Innova (AC/ Non AC) Diesel/Petrol/ on regular or as and when required basis initially for a period of one year in two bid system (**Technical & Financial Bid**). The term of contract can be extended for a further period of two more years on year to year basis subject to satisfactory performance. The proposal must be submitted in **two separate envelopes, first envelop should contain “Technical bid” appended at Annexure–I along with EMD of Rs. 10,000/- (Rupees Ten Thousand Only) in the shape of Demand Draft of any Nationalized Bank in favour of Secretary, NIOS payable at Jammu** along with all supporting documents for Technical qualification of the firm/agency and **second envelop should contain “Financial Bid” in Annexure-II** and clearly marked so on the cover/envelope respectively. Both the envelope should be sealed properly and submitted in a **bigger single cover super scribed “Tender document for empanelment of agencies for hiring NON-AC/ AC Vehicle” addressed to:**

To,  
The Regional Director  
National Institute of Open schooling  
Regional Centre Jammu  
No. 187-P/B, Sector 1-A,  
Trikuta Nagar, Jammu - 180020

The Tender may be dropped in the sealed tender box meant in the above given office address on or before last date of bid submission.

- (ii) The tender document can be collected from the above address after depositing the DD of Rs.500/- in favour of the Secretary, NIOS, payable at Jammu or may be downloaded from the official website [www.nios.ac.in](http://www.nios.ac.in).
- (iii) The EMD of the successful tenderers' will be retained along with the performance Security deposit till the completion of the contract and thereafter on the request of bidder EMD will be refunded without any interest. The EMD of unsuccessful tenderer shall be returned by NIOS in due course of time. The EMD will be forfeited in case the Bidder asks for modification in his/their bids or do(es) not accept the Contract after being awarded the same
- (iv) The intending tenderers may note that the Financial Bids of only those bidders shall be opened who qualify in the Technical Bid. In the absence of EMD the technical bid will not be considered and summarily be rejected for financial bid.

## **02 SCOPE OF WORK:**

NIOS RC Jammu requires vehicles on hire basis from the Taxi Operators/Agencies for the Official use for its Officers as well as for conduct/supervision of public examinations, outside Experts who are called to attend Meetings, Seminars, Workshops, etc. Only reputed, experienced and financially sound Tours & Travels firm /Agencies having experience in the tours and travel business and competent to provide vehicles on daily basis or as per the requirement. The type/make of vehicle to be hired shall be at the sole discretion of NIOS RC Jammu. The firm should possess atleast 3-4 vehicle of the type i.e. Swift Dzire/Toyota Etios/Sx4/Indigo/Accent/Wagon R/Tata vista or equivalent which may be registered in the name of bidding firm or in the name of bidding firm's owner.

NIOS proposes to create panel of transporters to provide vehicles for the use of Office of the NIOS through open tender and invite tenders under two bid systems in sealed covers from reputed, experienced and financially sound Tours & Travels firm/Agencies. Lowest rate received in each will be picked up and after due approval will be offered to all technically qualified Firm/Agency.

Vehicles will be hired by NIOS as per actual requirement irrespective of day and night. Area of field duty will be throughout Jammu and Kashmir, UT of Ladakh and neighbouring states. Taxi Operators/Agencies will ensure that taxes, if any, must be paid for the vehicle being sent to adjoining areas and out station for NIOS. There is no commitment from the NIOS regarding the number of vehicles to be hired or minimum kms. to be run in case it is hired on daily basis.

The vehicle should report to the place of requirement as per directions of the NIOS. There will be no dead mileage. The kilometer for the purpose of 'vehicle run' and 'hours of duty' shall be reckoned from the point of reporting for duty and to the point of vehicle released. No mileage will be allowed to Drivers for lunch/breakfast or for drawal of petrol/diesel/CNG, etc.

## **03 ELIGIBILITY CRITERIA:**

1. The Bidder should be a bonafide firm/ company registered under relevant law/rules of the Government and the bidder must have at least 3-4 cars/Taxis registered in the name of firm/owner.
2. The firm should have annual turnover of Rs. 4.00 Lakh per annum during 2019-20, 2020-21 & 2021-22 or Rs. 8.00 Lakh or above in last 3 years. Documents in support of turnover (along with Income Tax & Service Tax Returns of the relevant years) enclosed with the technical tender.
3. Experience certificates as per para 2 should be enclosed along with technical bid of the tender.
4. An Affidavit in the enclosed format at Annexure-III must be submitted by the bidder. A copy of such Affidavit must be submitted along with the EMD.

## **04 TERMS & CONDITIONS OF THE CONTRACT:**

- 1) Definition of similar work: The words "Similar Work" shall mean the experience in providing vehicles to Govt. Departments/ Public Sector Undertakings.  
The NIOS may require vehicles on daily basis. However, the demand may vary from time to time particularly the demand of vehicles may increase at the time of Public exam and workshop/Seminar/meeting etc .
- 2) The vehicles require are Swift Dzire/Toyota Etios/Sx4/Indigo/Accent/Wagon R/Tata vista or equivalent. The number of vehicle may increase or decrease at the discretion of the NIOS. The type/make or vehicle to be hired will be the sole discretion of the NIOS.
- 3) The monthly engagement` of vehicle will be considered only when the vehicle is hired for more than 15 days in a month and for less than 15 days engagement, payment will be made on per day basis.
- 4) The garage of the firm should be located within a periphery of 10Km radius of RC, Jammu.
- 5) The contracting firm will be solely responsible for strict compliance of all the Rules and Regulations notified by Govt. from time to time for plying of vehicles.

- 6) There will be no dead mileage. The kilometre for the purpose of “vehicle run” and “hours of duty” shall be reckoned from the point of reporting for duty to the point of vehicle released. No mileage will be allowed to drivers for lunch/breakfast or for drawl of petrol/diesel/CNG etc.
- 7) The vehicles should be in perfect working condition and should be well maintained during the contract period. None of the vehicles supplied should be registered prior to 2016.
- 8) The firm should have at least 3 years of experience in tour and travel business in providing vehicle in the Government Sector/ PSUs and should have an annual turnover of Rs.4.00 Lakh or more during the last three years. Experience and performance certificate should be enclosed along-with the Technical bid of tender documents.
- 9) The firm should possess vehicles i.e. Swift Dzire/Toyota Etios/Sx4/Indigo/Accent/Wagon R/Tata vista or equivalent which may be registered in the name of the bidding firm or in the name of bidding firms’s owner.
- 10) The vehicles provided should be in excellent condition mechanically as well as get-up wise i.e. outer body/ upholstery etc. should be decent looking.
- 11) The owner/firm should be in a position to provide vehicles on short notice as and when needed.
- 12) The drivers of the vehicles should be professional drivers and should be fully conversant with the routes of Jammu and Kashmir, Leh-Ladak and surrounding areas and should possess valid driving license to drive the vehicles in their names. The drivers will always be decently dressed in uniform and courteous. The Drivers must be proficient in speaking local languages, well mannered, courteous with proven integrity, healthy personal habits and should always carry a mobile phone with him. Drivers not found upto the mark as per above condition or in the event of misbehavior on the part of drivers, the NIOS may impose penalty as deemed fit on the firm.
- 13) The owner/firm should be in a position to provide standby vehicle in case of any breakdown.
- 14) All expenses will have to be borne by the firm in case of breakdown of the vehicle provided. Immediate replacement of the breakdown vehicle will have to be provided.
- 15) In case a vehicle is requisitioned and the same does not reach at the appointed time and juncture, the NIOS will be free to call another vehicle from the open market and the expenses on this account will be deducted from the pending Bills/Security etc. Besides, a penalty of Rs.500/- would be imposed for every such lapse.
- 16) The owner/firm should be available round the clock on his own direct telephone/mobile (office as well as residence) so as to respond to the call for taxies in emergent cases. The firm should also be able to provide vehicles on Saturday/Sunday & Holiday, as per the requirement.
- 17) All the charges towards repair/servicing, salary of the Driver, Petrol/Diesel/CNG/ Road Tax/Registration Tax expenses, Parking Tickets any other incidental expenses on operations & Maintenance of the hired vehicle would be borne by the firm.
- 18) The vehicle would be insured in all respects by the firm. In case of any accident or theft etc. all the claims arising out of it will be met by the agency and NIOS shall not be liable in any manner whatsoever.
- 19) The vehicle with the driver would be placed at the disposal of NIOS as and when required. NIOS would be free to use the hired taxi in any manner for carrying officials, material etc. as per its requirements and the firm will not have any objection to it.
- 20) Jurisdiction for legal disputes, if any arising during the currency of the contract, will be settled in **Jammu court only**.
- 21) Bidder may quote their unconditional rates strictly in the prescribed proforma -**Financial bids**.
- 22) No advance payment, in any case, would be made to the firm.
- 23) The firm will obtain the duty slips every day duly signed by the user or will maintain the log book on daily basis as the case may be, duly signed by the users concerned.
- 24) The Bills along with signed duty slips or copies of the log book signed by the officers for hiring of vehicles would be submitted in the first week of the following month after the completion of the month to the Regional Director, Jammu NIOS for payment.
- 25) The tender has to be accompanied by an **Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand Only)** in the form of a Demand Draft from any bank in an acceptable form in favour of the Secretary, NIOS, Jammu. The successful bidder will have to deposit with **the Performance Security Deposit of Rs. 50,000/- (Rupees Fifty Thousand Only)** in the form of

Account Payee Demand Draft/Fixed deposit/Bank Gaurantee from any bank in an acceptable form in favour of the **Secretary, NIOS, Jammu** for the due fulfillment of the contractual obligations which is refundable without any interest on termination of the contract after deducting any penalty/ any liability of any kind imposed by NIOS on account of unsatisfactory services.

- 26) The EMD will stand forfeited if the successful bidder withdraws or on notifying the rates, refuses to accept the tender or violate any other terms & conditions or the tender.
- 27) The NIOS reserves the right to accept/reject any bid and to cancel the bidding process/contract at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability and assigning any reasons whatsoever.

#### **OPENING OF TENDER:**

**Technical bid** will be opened by the duly constituted Committee appointed in this behalf on date and time specified above in presence of the tenderer/their authorized representatives who wish to be present. No separate intimation will be sent for this purpose. **Financial bid** of those tenders, who have qualified in the Technical bid, will be opened separately and date of opening will be informed to the tenderers accordingly.

**The Regional Director Jammu, NIOS, reserves the right to accept or reject any or all the offers without assigning any reasons whatsoever. No agency shall have any right to claim for award of contract on the basis of his tender and rates quoted therein.**

#### **AWARD OF CONTRACT:**

NIOS shall have the right to award the contract of hiring of taxi services to the selected agency(s) initially for a period of one year which shall be extendable further for a period of two more years on year to year basis on the same rates and terms and conditions as agreed upon if performance of the contractor is found to be satisfactory. However, firm will make request in writing for extending the period of the contract before expiry of the existing contract period.

Rates finalized at the beginning of the contract shall remain in force throughout the contract period.

#### **PENALTY CLAUSE:**

1. The firm will ensure that vehicles and the drivers are not normally changed, which are engaged on monthly basis. Frequent changes of vehicles and drivers will not be permitted. A penalty of Rs.500/- will be imposed for changing of driver or taxi before 2 (two) months' period from its coming into service.
2. In case of delay in reporting, a penalty of Rs.50/- per 15 minutes delay shall be imposed.
3. A penalty of Rs.500/- per day per vehicle may be levied if any vehicle fails to meet the above terms and conditions on any day. taxis provided by the firm will be regularly inspected by nominated officers for the purpose and in case of non-compliance of any of the conditions, if brought to the notice by the users or the inspecting officer, a penalty of Rs.500/- on each fault will be imposed.

In case abnormal irregularities/serious lapses, the matter may be referred to a Committee duly approved by the Competent Authority and decision of the Competent Authority of NIOS in this regard shall be final and binding on the Taxi Operator(s)/Agencies.

#### **PAYMENT:**

The payment will be made on monthly basis on submission of pre-receipted bill duly affixed revenue stamp along with Bill of the firm on the printed bill proforma supported by duty slip(s) and duly signed by the user Official/Officers of NIOS along with details of journey claimed by the agency. In the absence of duty slip alongwith the bill, no payment shall be made for that bill.

No advance payment, in any case, would be made to the agency.

### **ARBITRATION:**

Any dispute between the Taxi Operator(s)/Agencies and his Driver/employees will be resolved by the agencies without any involvement of NIOS in any manner without prejudice to the right of NIOS.

If any dispute arises between the parties regarding the terms & conditions in relation of the contract and execution thereof, the matter shall be referred to an Arbitrator(s) as may be appointed by the Competent Authority of NIOS for Arbitration & Conciliation Act, 1996. or any order issued by Govt of India/ Govt of Jammu. The Taxi Operator(s) shall not question the decision of the Arbitrator(s) on the ground that the Arbitrator(s) is/are Government Servant(s). The decision/award of the Arbitrator(s) shall be final and binding on both the parties.

### **PRICES:**

The contract charges include charges of Driver(s), repair and maintenance of vehicle(s), cost of petrol/diesel, insurance of taxi, etc., and any other incidental expenses.

Actual parking charges, toll taxes, entry taxes/inter-state for journeys/service taxes will be reimbursed along with the hiring charges claim bill, on production of original receipts.

No request for escalation of rates would be entertained for whatsoever reasons, during the contract period.

The Taxi Operator(s)/Agencies shall be directly responsible for the wages, which should not be less than minimum wages prescribed by the Government. Provident Fund, Bonus or any other benefits available under the rules shall also be payable to the employees engaged by the Taxi Operator(s)/Agency. NIOS shall not entertain any such claim of person employed by the Agency.

### **OTHER TERMS & CONDITIONS OF CONTRACT:**

1. All requirements under various statutory levies including Contract Labour Act, Transport, Insurance, Income tax and Good & Service Tax, etc. must be complied by the Taxi Operator(s)/Agencies. The Agency shall be responsible to pay all tax dues/amount directly as decided by court or law under the rules, etc. NIOS shall have no concern about such payments.
2. The Agency will also be required to submit an undertaking along with the Technical bid stating that no legal suit/criminal case is pending against its proprietor or any of its Directors for any violation in PF Act/ESI Act/Labor Laws, Road Accidents, Traffic Rules, etc. or having been earlier convicted on the ground of moral turpitude or for violation of any other law and will provide details in case there no any suit/criminal case is pending.
3. Tax deduction at Source (TDS) and other applicable taxes will be deducted from each bill by NIOS.
4. The Agency shall ensure proper and reasonable precautions during performance of their obligations and in the event of any loss being caused to NIOS on account of negligence/dereliction of duties or performance of their obligations by the Agency or the Agency's staff, the Agency shall be liable to indemnify to NIOS for such loss out of the insurance cover or otherwise.
5. The Driver/Staff deployed by the Agency for driving the vehicles should hold valid driving license and be physically and mentally fit.

6. The Agency shall obtain adequate insurance cover for the vehicle, his staff and all bonafide passengers of the vehicle supplied pursuant to this tender. Further, the Agency shall be responsible for all injuries and accidents to such staff and bonafide passengers during the course of performance of the Agency's obligations pursuant to the tender.
7. All the vehicles supplied to NIOS should fully comply with vehicle fitness requirements in the RC, Jammu or in the State and all provisions of Motor/Vehicles Act, and rules made there under including other instructions/requirements issued/specified from time to time.

**The GSTN no. of NIOS is 09AAATN4906C1ZT.**

**NOTICE OF TERMINATION OF THE CONTRACT:**

The services of the Agency can be terminated by NIOS without assigning any reason any time during the period of contract.

The services of the Agency can also be terminated without any notice in case of violation of any clause of the contract agreement such as failure to provide required vehicle, poor quality of vehicles, inadequate or untrained manpower provided or any other violation, wages not paid to the workers or paid less than minimum wages applicable under the relevant Act. In case, the Agency wants to discontinue the work, it will have to serve two months clear notice to NIOS for termination of the contract.

**JURISDICTION OF COURTS:**

Any legal disputes will be subject to jurisdiction of court situated in Jammu only.

**5. PRICE SCHEDULE (TO BE UTILIZED BY THE TENDERERS FOR QUOTING THEIR LOWEST RATES)**

The tenderers must quote their lowest rates in the Financial bid form appended at Annexure-II.

Regional Director

**NATIONAL INSTITUTE OF OPEN SCHOOLING**  
**RC, Jammu**  
**TECHNICAL BID FOR HIRING OF TAXI SERVICES**

All Columns should be filled and documents should be enclosed in support of information relating Page number.

Sl. No.	Particulars to be given with Documentary proof	Status (to be filled by the Tenderer)
1.	Name of the Taxi Operator/Agency with Complete Address Phone no.s : (O) & (Mob) Email:	
2.	Constitution of The Agency Proprietorship/Partnership/Private Limited Company/Public Limited Company	
3.	Registration No. of the Agency (Under State Govt. or any other Act) (Please attach documentary proof)	
4.	Name & Designation of the key/top official of the Agency with his/her Mobile Number.	
5.	Location of the Garage with Telephone no. and full address	
6.	Experience for providing taxi services for various reputed organizations preferably to Government/Public Sector Undertakings/ Autonomous bodies. The firms must have experience of having successfully completed similar works during last 5 years	
7.	Total no. of vehicles of the type/make Swift Dzire/Toyota Etios/Sx4/ Indigo/ Accent/ Wagon-R/EECO/Xylo/ Innova & Tempo Traveler 11, 18 and 22 seaters/Wagon-R/i10/Tata Indigo or equivalent registered not prior to 2017 should be available with the Agency. These vehicles must be registered in the name of the firm/owner. (Enclose self attested copies of RCs) The vehicles should be of the type/ make mentioned above should be registered in the name of bidding firm or in the name of bidding firms owner.	

8.	Name of the existing Clients whom the Agency is providing taxi services on regular/ monthly basis with their name, designation of the contact person and Mobile Numbers. Please attach a list.	
9.	Minimum Annual Turnover of the Agency (Annual turnover should be Rupees Four lacs per year during the last 3 years (a) 2020-21 (b) 2021-22 & (c) 2022-23 or in total Rs. 8 Lakh in last 3 years.  (Please enclose copy of Audited Statements of three years and Turnover Certificate from a Chartered Accountant).	
10.	IT returns of the Agency for the last three Assessment Years. 2020-21 to 2022-23 (Attach a self attested copy)	
11.	Income Tax PAN No. (Attach a self attested copy)	
12.	GST Regn. No. (Attach a self attested copy)	
13.	Details of EMD of Rs. 10,000/- (Rupees Ten Thousand Only) being submitted herewith	Demand Draft no. Date Amount Bank

### UNDERTAKING

I/we hereby submit an undertaking that no legal suit/criminal case is pending against me/us or any of my/our Directors for any violation of PF Act/ESI Act/Labour Laws, Road Accidents, Traffic Rules, Etc. or having been earlier convicted on the ground of moral turpitude or for violation of any other law.

Signature of the Authorized Signatory  
With Official seal of the Agency

## NATIONAL INSTITUTE OF OPEN SCHOOLING

### PROFORMA FOR FINANCIAL BID

#### X. Local journey :- (The journey performed in Jammu and surrounding)

Duty (Local Basis)	Rate for WagonR/Santro /i10		Rate for Indigo/Swift Dezire/ Toyota Etios/ Accent		Rate for Innova/Xylo/ Tavera/ Honda City/SX4/EECO		Rate for Tempo Traveller (11, 18 Seater & 22 Seater)	
	Non-AC	AC	Non-AC	AC	Non-AC	AC	Non-AC	AC
40 Km & 5 Hrs								
80 Km & 10 Hrs								
Extra/Km								
Extra/Hours								
Night Charges, if any, after 11 p.m. onwards (for Driver)								

#### Y. Outstation Journey (Minimum 200 km per day)

Duty (Local Basis)	Rate for WagonR/Santro /i10		Rate for Indigo/Swift Dezire/ Toyota Etios/ Accent		Rate for Innova/Xylo/ Tavera/ Honda City/SX4/EECO		Rate for Tempo Traveller (11, 18 Seater & 22 Seater)	
	Non-AC	AC	Non-AC	AC	Non-AC	AC	Non-AC	AC
Minimum Charges for 200 km per day								
Extra/Km								
Extra/Hours								
Night Charges, if any after 11 p.m. onwards (for Driver)								

**Z. Monthly basis:**

Km & Hrs Extra /Kms	Rate for WagonR/Santro /i10		Rate for Indigo/Swift Dezire/ Toyota Etios/ Accent		Rate for Innova/Xylo/ Tavera/ Honda City/SX4/EECO	
	Non-AC	AC	Non-AC	AC	Non-AC	AC
2000 Km /250 Hrs						
Extra/Km						
Extra/Hours						
2400 Km /300 Hrs						
Extra/Km						
Extra/Hours						
Night Charges, if any after 11 p.m. onwards (for Driver)						

**Note: None of the Vehicles should registered prior to 2016**

**Signature of the Authorized  
Signatory with official  
seal of the Agency**

**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date

To,

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**Sub. Acceptance of Terms & Conditions of Tender.**

Tender Reference No: \_\_\_\_\_

Name of Tender/Work:

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Dear Sir,

- 1) I/We have obtained the tender document(s) for the above mentioned tender/Work' as per your advertisement, given in newspaper(s).
- 2) I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_ to \_\_\_\_ (including a) documents like annexure(s), schedule(s). etc, which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/ clauses contained therein.
- 3) The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this acceptance letter.
- 4) I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totally/entirely.
- 5) In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tenece/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

(To be furnished on non judicial Stamp Paper of Rs. 100)

Annexure-III

I,.....S/o.....resident of .....further identified with the following documents:

PAN No:

Aadhar No.:

Driving License No.:

Do hereby solemnly affirm and declare as under:

1. That I am the sole and undisputed owner and proprietor of M/s ....., who is carrying on his business and as providing facilities of Rent a Cab, Volvo, AC & Non AC Deluxe Buses, Mini Buses, Tempo traveler, Luxury Cars, for Hire of Marriages, Pilgrimages & Tours, Govt., and Semi Govt. Organizations, Autonomous bodies, Boards, Universities etc. since .....under the Name of M/s.....
2. That I am solely and personally responsible for discharging all legal and statutory duties and liabilities related to M/s .....including payments of all Govt. dues/taxes and abiding by all relevant laws and rules of Govt. of India.
3. That I am solely and personally responsible for the authenticity and complete truthfulness of the documents submitted by me for obtaining works order no. F No. .... dated ..... and other consequential orders.
4. That I am solely and personally responsible for the authenticity and complete truthfulness of the information furnished directly or implied in the documents submitted by me and I declare under oath that no material fact has been concealed.
5. That I do undertake to fully compensate any losses if at all caused to the Govt. because of any misinformation or incomplete information furnished by me or implied in the documents submitted by me and that I shall be liable to bear all penal consequences of such act.

(DEPONENT)