

**BIHAR RURAL LIVELIHOODS PROMOTION SOCIETY-JEEViKA**

**Documents checklist for Bid Submission**

**Evaluation will be done as per the information provided in the document attached with Bid. Bidder may disqualify, if documents are not attached properly.**

**Tender Notice No:-** *IN-BRLPS-61684-NC-RFB* **Dated :**

**Name of the Bidder**

**Address of the Bidder**

S.N.	Checklist Item Description	Document attached (YES/NO)	Remarks
1.	The bidders are required to submit original affidavit regarding correctness of information furnished with bid document to <b>Bihar Rural Livelihoods Promotion Society, Annexe-II, Vidyut Bhawan, Bailey Road, Patna</b> after opening of bid. The same should be submitted in hard copy within seven (07) days from the date of opening, failing which the bids will be declared non-responsive and will not be considered for evaluation.		
2.	Signed & sealed photocopy of Pan Card		
3.	Signed & sealed photocopy of GST Registration certificate		
4.	Undertaking that road permit, insurance, pollution etc. will be up to date of the supplied vehicles on hiring.		
5.	Signed and sealed copy of entire bidding document		
6.	The entire vehicle to be supplied on hiring should be registered for commercial use category under Motor Vehicles Act. Bidder must have below mentioned minimum number of vehicles registered for commercial use category in the name of agency- a) Innova – Five (05) b) Xylo/Scorpio – Five (05) c) Sumo – Ten (10) <b>Signed photocopy of owner book including insurance and pollution control documents for the above vehicles should be uploaded.</b>		
7.	Bidder should have registration under Bihar Shops and Establishment or Companies Act or the Indian Partnership Act and like with the nature of business being plying and hiring of Motor Vehicles Signed photocopy of registration certificate or registered deed should be uploaded.		
8.	Bidder should have experience of providing vehicles on hiring to atleast three Government Clients/Public Sector Companies/ Banks/ Private Sector Companies during last three years (2017, 2016 & 2015). Signed photocopy of experience certificates from at least three clients (not all clients being Banks/Private Sectors) pertaining to the services provided during years of 2017, 2016 & 2015 should be uploaded.		
9.	Bidder should have a minimum turnover of Rs. 100.00 Lakhs each in last three financial years (2016-2017, 2015-2016 & 2014-2015). Copy of Audited Financial Statements /Turnover certificate issued by the Auditor of the agency should be uploaded.		
<b>Note</b>	<ul style="list-style-type: none"> <li>• <b>Agencies should read the entire bid document carefully and submit the documents as specified.</b></li> <li>• <b>Attachment should be self attested and should be attached as per above instruction, otherwise it may be rejected.</b></li> </ul>		