



पंडित द्वारका प्रसाद मिश्र  
भारतीय सूचना प्रौद्योगिकी, अभिकल्पन एवं  
विनिर्माण संस्थान जबलपुर

(संसदीय अधिनियम द्वारा स्थापित राष्ट्रीय महत्व का संस्थान)

Pt. Dwarka Prasad Mishra  
Indian Institute of Information Technology,  
Design & Manufacturing Jabalpur

(An Institute Established by MOE Govt. Of India)

Date: 16/12/2022

**INVITATION FOR EXPRESSION OF INTEREST (EOI)**  
**FOR CONTRACTING OF E-RICKSHAW SERVICES**

Indian Institute of Information Technology, Design and Manufacturing, Jabalpur is an Institute of National Importance established in year 2005 by the Ministry of Education, Government of India. The Institute invites applications from interested and eligible candidates / firm who can provide **E-Rickshaw** facilities to the Student/ Employee and their family residing in campus.

The remuneration will be decided on the basis of qualification and experience of the person/firm.

**1.Scope of Work :** - Institute is having around 2500 Students and around 120 regular employees. All students and some employees are residing within the campus.

Following will be furnished by the interested persons/ Firm:-

**Name of Owner / Firm:**

1.	Name	
2.	Address For Correspondences with pin code no.	
3.	Permanent Address (if different from above)	
4.	Email ID	
5.	Mobile	
6.	Phone No.	

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7.	Date of Birth	D	D	M	M	Y	Y	Y	Y
8.	Nationality								
9.	Aadhaar Number. (copy attached)								
10.	Valid License (copy attached)								
11.	Pollution Certificate (copy attached)								
12.	GST Regn No. (copy attached)								
13.	PAN Number (If applicable copy attached)								
14.	Vehicle Registration no. (copy attached)								

Interested Candidate may submit their application in the prescribed proforma by **date:**

10...February - 2023

Any other relevant information you may like to furnish (**use separate sheet if required**)

## 2.Elibility Terms & Conditions:-

1. The duration of contract will be 12 months –first 03 months being on probation. The contract may be extended for further period subject to approval of the competent authority on satisfactory performance.
2. Institute will inform a date to the applicants for personal interaction. The contract will be allocated after personal discussion. All applicants are supposed to bring original documents & it will be checked & verified at the time of interaction.
3. The contract shall automatically expire on completion of **12 months (One year)** from the date of award of contract, unless extended further by the Institute Authority.

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4. The Vehicle should be in good running condition and should not be more **than one year old**.
5. Vehicle owner should enclose valid Commercial Permit of the vehicle **with a copy of valid Insurance (Self Attested)**. Valid Registration certificate of the vehicle should also be enclosed which is issued by RTO. Pollution control certificate issues by the authority can also be enclosed, if applicable. Please also enclosed copy of self attested documents issued by the RTO.
6. The owner of the vehicle can provide these services within the Institute campus only. If required, the Institute authority will issue separate order to extend its services upto Railway Station.
7. Only the owner of the vehicle can participate in the EOI. He/She can deploy the driver, who should have valid driving license. Police verification of the driver to be submitted, in case contract is awarded. A driver having valid driving license should be placed with the vehicle.
8. EMD for Rs.3,000/- in the form of DD/PBG drawn in favour of PDPM-IIITDM Jabalpur is required to be submitted.
9. No EOI will be received or accepted after the due date and time as mentioned above.
10. Interested bidders or their representatives may remain present during opening of the EOI.
11. Basic accessories, lubricants, dusters and the proper maintenance of the vehicle should be the responsibility of the owner.
12. The vehicle should normally be used from 9-30 AM to 08-00 PM during working days, but in case of requirement the vehicle may be used beyond normal duty hours even during holidays for which no extra payment except the normal detention & running charges will be given.
13. Institute will not provide any free space to vehicle owner to halt the vehicle at night.

  
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14. Any break down, accident, defects etc. will have to be attended and to be repaired by the owner at his own cost and risk. Alternate arrangement shall have to be made with vehicle of similar quality and standard during the repairing period of the **contract** vehicle.
15. All the expenditure for driver will have to be borne by the owner.
16. The Institute reserves the right to accept or reject any of the EOI without assigning any reason.
17. The Institute reserve the right to terminate the contract at any time by giving one month notice. The service provider will not be entitled for compensation whatsoever in respect of such termination.
18. The Institute will locate the spots / Stops where the passengers will start their journey after consultation with the contractor .Also distance wise rates will be finalized as per distance from one spot/stop to other.

<b>Rates quoted towards distance travelled</b>		
Sl. No.	Running kms	Amount (In INR)
1.	Up to 01 km	
2.	Up to 02 km	
3.	Up to 03 km	
4.	Up to 05 km	
5.	Up to 10 km	
Per day rates may pay by the firm / person to the Institute As per business scope in the campus.		

The Registrar,  
 PDPM-Indian Institute of Information Technology, Jabalpur,  
 Dumna Airport Road, Post- Khamaria, Jabalpur (M.P.) 482005

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**Declaration**

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this form as well as in the attached sheet(s) are true to the best of my knowledge and belief. I also declare that I have not wilfully suppressed any information. Further if any of the above information found wrong/ incorrect, my candidature will be treated as cancelled at any time. There are ..... enclosures with a total of ..... pages attached along with this form.

Date:

Signature of Applicant

Place:

Name of Applicant