

SANF/ESTT/862/04/2024
Consulate General of India
San Francisco

TENDER NOTICE

Sealed quotations are invited for the empanelment of transport companies interested in providing services for use of its official purpose and the high level official delegations visiting San Francisco, USA. Qualification standards and other details are available at the following websites under the Head "Tender":

<https://cgisf.gov.in/>
<https://eprocure.gov.in/cppp>

The last date for receipt of bids is **22-July-2024 till 1730 hrs.**

**Consulate General of India
San Francisco**

Date: 01 July, 2024

TENDER

**Consulate General of India,
San Francisco**

Notice for Empanelment of Transportation Companies for CGI San Francisco

Consulate General of India, San Francisco is in the process of empanelment of transportation companies interested in providing services for various official purposes viz. high-level official delegations visiting San Francisco, USA. For this purpose, the Post invites Expression of Interest from prominent companies who may provide required vehicles as per following terms and conditions.

The tenders are invited under two bid system viz. Technical Bid and Financial Bid from reputed and experienced firms having registered offices in San Francisco.

1. The interested companies may provide rental charges for chauffeur driven car sedan/SUV/Van/premier sedan with AC/heating for the services as per details below in a tabulated format as given in Annexure - I:
 - A. Airport pick-up/drop off charges from/to the city includes Silicon Valley. (please indicate charges for SFO (SFO—San Francisco International Airport).
 - B. Hourly rates within the Bay Area and City of San Francisco (clearly indicate the minimum charges, if any). Trip charges/hourly charges (clearly indicating the waiting charges, if any) for California, Arizona, Hawaii, Utah and Territory of Guam. (**refer Annexure 1**).
 - C. Any other charges (toll, parking, gratuity etc., if any).

Other terms & conditions of the contract would be:

2. Vehicles, for which the charges are quoted, should be in good condition with a functional AC and heating system.
 - I. The Chauffeur should have a valid driving license, legal resident status, should be English speaking and should also have good knowledge of City routes and traffic rules. The Chauffeur is expected to be polite and courteous to the passenger at all times.
 - II. The Vehicles should preferably be registered in the California State.
 - III. The rates indicated should ideally be tax exempt. We would welcome diplomatic discounts and other facilities which the transport companies can offer.
 - IV. Bills for the transportation services provided would be settled within a reasonable time after submission of invoices along with log of utilization of the vehicle duly certified by the officer using the vehicle.
 - V. Charges being levied to CGI San Francisco for any last-minute cancellation due to any unforeseen situation would need to be avoided.
 - VI. The transport company should be in a position to offer monitoring and back up services in case of any vehicle becoming dysfunctional suddenly or due to emergencies that may arise for whatsoever reason.
 - VII. The rates quoted should be effective for one year from the date of publishing of the circular. The revision of rates will be considered after one year.

- VIII. In case of breakdown, the transport company should provide replacement of vehicles immediately or within 1-2 hours.
3. The Post reserves the right to reject any or all quotations without assigning any reasons thereof.
 4. The tender document will be required to submit a certified cheque for \$100 (non-refundable) payable to "Consulate General of India San Francisco".
 5. The bids will remain valid for 90 days from tender closing for award of contract after obtaining approval of competent Indian authorities. No price escalation would be allowed
 6. All the interested bidders are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotation.
 7. The services will need to be made operational within 30 days from the date of award of contract, failing which CGI reserves the right to cancel the contract and award it to any other service provider.
 8. Bidders cannot raise rates for the entire contract with the exception of a 5 % increase when the contract is renewed for 2 years. otherwise the quotation may be ignored. Any overwriting will not be allowed. **All rates and sums inserted against items of works shall be exclusive of Value Added Tax (TVA).**
 9. In case of any dispute, the decision of the CGI, San Francisco shall be final and binding on both parties.

Interested parties may send their Expression of Interest (IOI) by filling all columns of **Annexure I** along-with company profile by a revert email (with Subject: "**Expression of Interest for transport Services**") at the following Email address latest by 22-July-2024:-

Head of Chancery
Consulate General of India
Email: hoc.sf@mea.gov.in

Expression of Interests received after 1700 hrs on 22 July 2024 will not be accepted.

Please note that Annexure-I must be filled in all respect in case you may not able to provide service to a particular state/area please mention "service not available". Incomplete Annexure-I will be rejected.

Annexure-I

Expression of Interest for transport Services for Consulate General of India, San Francisco

Please specify type of vehicle you will provide under following class/categories:

Transportation Company / Transporter	
Name	
Address	
Email	
Contact No.	

	Vehicle Type/ Model (1)	Vehicle Type/ Model (2)	Vehicle Type/ Model (3)	Vehicle Type/ Model (4)
Sedan				
SUV				
Premium Sedan				

(A) In San Francisco (Excluding tolls/ parking charges)

Type of car	Price for airport pickup/drop off (US \$)	Per hour rate for use within San Francisco and nearby areas like Silicon Valley (US \$)
	SFO	
Sedan		
SUV		
Premium Sedan		

- All pick up and drop off are from and to include the Bay Area (in case of extra charges same may please be mentioned specifically including waiting charges)
- Please specify minimum number of hours will be charged for hourly rates.
- Any other extra charges involve, like trip charges to be mentioned clearly (if any)

(B) Trip charges from San Francisco to surrounding states and return journey (if required) and

for use of the car within these states and also indicate airport pick up/drop off:-

Name of states	Price for Airport pick up & drop off (US \$)			Trip charges from San Francisco	Per hour rate for use within the state (US \$)		
	Sedan	SUV	Premium sedan		Sedan	SUV	Premium sedan
Arizona							
California							
Hawaii							
Nevada							
Utah							
Territory of Guam							

- Please specify a minimum number of hours.
- Any other extra charges involve, like trip charges to be mentioned clearly (if any)
- You may add an extra page with service conditions and charges if required.
- In case you have any query may write email to hoc.sf@mea.gov.in