



**(To be Filled-in by the Applicant)**

1. Name of the Firm/Agency:

---

2. Proprietor/ Partnership: \_\_\_\_\_

3. Address for Communication (postal, email, telephone number):

---

4. Permanent Address:

---

5. Address of Branch Offices:

---

**6. \*Attach a complete profile of the agency in view of the tender evaluation form**

[Signature and date with official Seal of bidder]

**Chauffeur driven vehicles with Fuel, AC and Heater as per the following breakup;**

**Quotation for Car Rental Services INTRACITY (Federal Capital, Four Provinces, AJ&K and GB)**

Sr. #	Heads to be charged	Model	CC	Rate	Remarks
1.	Rate/ km Local	CAR 2019	1300 to 1800		
2.	Rate/ hour Local				
3.	Rate/ km Local	CAR 2020-21	1300 to 1800		
4.	Rate/ hour Local				
5.	Rate/ km Local	CAR 2022-23	1300 to 1800		
6.	Rate/ hour Local				
7.	<b>Hiace/Hiroof:</b> Rate/ km Local	Available Model 2016 Onwards	3000		
8.	<b>Hiace/Hiroof:</b> Rate/ hour Local				
9.	<b>Coaster:</b> Rate/ km Local	Available Model 2016 Onwards	4200		
10.	<b>Coaster:</b> Rate/ hour Local				
11.	Driver's charges for local per night				
12.	Car's charges for local per night				
13.	Hiace/Hi-roof's night stay charges for local per night				
14.	Coaster's night stay charges for local per night				
15.	<b>Please specify time after that night charges are applicable. In case of non-provision of time night charges will not be applicable.</b>				00:00PST

**Note:** *Quoted rate(s) should be mentioned with/without applicable taxes. The bidder should fill in all columns as the selection will be made on the basis of the accumulative score(s).*

**Quotation for Car Rental Services INTERCITY (Federal Capital, Four Provinces, AJ&K and GB)**

Sr. #	Heads to be charged	Model	CC	Rate	Remark(s)
1	Rate/ km Outstation	CAR 2019	1300-1800		
2	Rate/ hour Outstation				
3	Rate/ km Outstation	CAR 2020-21	1300-1800		
4	Rate/ hour Outstation				
5	Rate/ km Outstation	CAR 2022-23	1300-1800		
6	Rate/ hour Outstation				

7	Hiace/Hiroof: Rate/ km Outstation	Available Model 2016 Onwards	3000		
8	Hiace/Hiroof: Rate/ hour Outstation				
9	<b>Coaster:</b> Rate/ km Outstation	Available Model 2016 Onwards	4200		
10	<b>Coaster:</b> Rate/ hour Outstation				
11	Chauffeur's DA per day without night				
12	Chauffeur's DA per day with night				
13	Vehicle's Outstation charges per day				
14	Hiace/Hi-roof's outstation charges per day				
15	Coaster's outstation charges per day				

**Note:** *Quoted rate(s) should be mentioned with/without applicable taxes. The bidder should fill the entire columns as selection will be made on the basis of the accumulative score(s).*

**Important Notes/ToRs:**

1. Rate(s) should be quoted as per the format given above.
2. List of services provided to renowned national & international institutions during the last two years.
3. Every Driver should have a valid driving license and should be well mannered, well-disciplined with a proper dress code.
4. Vehicles should have a proper locator/tracker system linked with Google Maps.
5. Drivers should be well versed with Google Maps/pin/GPS/Navigation System to locate the required location(s) during travel.
6. National Tax Number: \_\_\_\_\_
7. General Sales Tax Registration Number. \_\_\_\_\_
8. Attach a complete profile of the agency in view of the tender evaluation form.
9. The bidder shall submit its bid with a bid security amounting to **Rs:25,000/-** in the shape of a bank draft/pay order with a validity of 90 days.
10. Bid Security shall be returned/released to the unsuccessful bidder(s) once this process has been completed/finalized.
11. The bid security of the successful bidder shall be returned on the production of a performance bank guarantee.
12. Selection/Evaluation will be made on the bases of 20:80 against evaluation (technical and financial) assessment, respectively.
13. Selected bidders will have to enter into a contract agreement with the procuring agency and shall submit a performance bank guarantee of **Rs:100,000/-** with validity till the period of the contract.

[Signature and date with official Seal]

## Tender Evaluation Form

(To be Filled-in by Ignite-Company)

S.#	Criteria	Points	Marks obtained	Remarks/Justifications
<b>TECHNICAL</b>				
1	<b>Profile of the agency:</b> i. Certificate of Incorporation NTN Certificate ii. List of existing Clients along with value & duration of contracts (up to max. of 25)	5		
2	i. Location of agency office/sub-office ii. Number of branches iii. Number of employees	5		
3	<b>Financial Position</b> i. Name of Banks ii. Certificate of Financial position from bank iii. Copy of certified Annual Accounts,	3		
4	<b>Ownership Details</b> Names of Managers/ Owners/ CEO/ Directors/ Partners	2		
5	<b>The pool of Cars available</b> i. No. of cars at Head office and branch offices ii. Type of Vehicle iii. Number of drivers and other staff at each branch especially literate to use Google Maps. iv. Vehicle Tracking System linked with Google Maps.	5		
	<b>SUBTOTAL</b>	<b>20</b>		
	<b>FINANCIAL</b>	<b>80</b>		
	<b>GRAND TOTAL</b>	<b>100</b>		