

KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

ARKA The Business Centre, Plot No 37, NTTF Main Road, Peenya Industrial Area, 2nd Phase Bengaluru-560058.

CIN No: U24231KA1981GOI004145 PHONE 080 23571590

Website: www.kaplindia.com



Invitation of “Tender Enquiry” for Rate Contract Agreement for HIRING TAXI SERVICES INITIALLY FOR 1 YEAR EXTENDABLE BASIS ON SATISFACTORY PERFORMANCE FOR A MAXIMUM PERIOD OF 3 YEARS.

KAPL invites THROUGH E-PROCUREMENT PORTAL, Tender Enquiry (TE) from reputed, experienced Travel Agencies (Service Provider) to provide vehicle/Taxi for our company requirements **subject to meeting eligibility criteria**. The “TE” documents and other instructions can be downloaded or viewed from our company website www.kaplindia.com or www.Tenderwizard.com/KAPL and CPP portal.

KAPL reserves the right to accept or reject any or all “TE” in part or whole without assigning any reason, whatsoever.

Any amendments will be notified in our website www.kaplindia.com or [www.Tenderwizard.com / KAPL and CPP portal](http://www.Tenderwizard.com/KAPL and CPP portal).

E-Tender under Two bid stage Part-1: Technical Bid and Part-2: Financial Bid is invited from OPEN TENDERS to KAPL PURCHASE DEPARTMENT as per terms & conditions for the period of three years.

Bidders will have to participate in bidding process through website www.tenderwizard.com/KAPL

| | |
|--|--|
| Tender Enquiry No. | KAPL/OTE/ADMN/SR/2252/2025-26 |
| Mode of Tender | E-Procurement System (Online Part I – Technical Bid & Part II– Financial Bid) through www.tenderwizard.com/KAPL . The intending bidders are required to submit their offer Electronically through e-tendering portal. No physical tender is Acceptable. |
| Tender issuing date | 11.03.2026 |
| Due date & time for bid submission | 23.03.2026 till 23.59 Hrs. |
| Mode of bid submission | Online |
| Type of Tender | OPEN TENDER ENQUIRY (OTE) |
| Place of BID Submission & Opening of Bids | KAPL E-Procurement portal |
| Offer(Eol) validity | 90 days or such extension sought for by KAPL by modification issued in this regard. |
| Contract Duration | Successful bidder(s) will be empanelled with KAPL for the period of three years renewable every year based on the performance. |
| Email ID for communication | puren@kaplindia.com |
| Web Address | www.kaplindia.com |

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Annexure-A

Important Instructions for E-Tender

Bidders are requested to read the terms and conditions of this tender before submitting your online tender.

Process of E-Tender:

A) Registration: The process involves vendor's registration with KAPL e-procurement portal which is **free of cost**. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Commercial Bid will be done over the internet. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet.

KAPL is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE BID HAS TO BE SUBMITTED ON-LINE AT

www.tenderwizard.com/KAPL

1). Vendors are required to register themselves online with www.tenderwizard.com/KAPL. e-Procurement of KAPL. Register as Vendor -- Filling up details and creating own user ID and Password. Submit.

2). After successful registration send request mail with acknowledgement slip to puren@kaplindia.com, for account activation.

3). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact KAPL, (before the scheduled time of the E-tender). Contact person (KAPL): Dealing Officer: Manager – Purchase
Phone no. 080-23571590 E-mail: - puren@kaplindia.com,

Vendors should upload the below mentioned supporting documents (based on their type of Organization) during registration process:

1. PAN Card.
2. Certificate of Incorporation (for Indian organizations)
3. GST Certificate.
4. An Address proof is also to be submitted in case of Individuals.
5. If the firm is registering in joint venture, they also need to upload deed agreement.

NOTE 1:

- 1) Uploaded copy of all these supporting documents must be self-attested by authorized signatory. Attested signature shall also be verified by Tender Wizard Helpdesk for further authentication process.

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2) Tenderer digital signature on the E- Tender form will be considered as their confirmation that they have read and accepted all the conditions laid down in the tender documents, unless specific deviation is quoted in the techno- commercial offer form.

E- Tender form is not transferrable and the same is to be submitted with digital signature/ signed & scanned copy by the pre-authorized personnel of the bidder. Tender is to be submitted through e-tender-mode only at website www.tenderwizard.com/KAPL along with scanned copies of credential papers.

- 3) For what so ever reasons, if any part of KAPL tender document is not uploaded/ submitted by the bidder, other than financial and technical offers and requisite Pre-Qualifying credentials, in that case the missing part of the tender document shall be treated as read and acceptable to bidder.
- 4) Tenders completed as per instructions will be submitted through e-tendering mode only in the website www.tenderwizard.com/KAPL as per the prescribed date and time mentioned in the tender notice and tender will be opened on the prescribed date and time in the presence of tenderers or their authorized representative who may wish to be present. Only one representative of each tenderer, who has submitted the tender, will be allowed.

NOTE 2: Bidding in e-tender:

- a) The process involves Electronic Bidding for submission of Bids.
- b) The vendor(s) should submit their Technical Bid and Financial Bid through internet in KAPL website www.tenderwizard.com/KAPL.
- c) The vendor should allow running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms/Commercial specification and save the same.
- d) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- e) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.
- f) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- g) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.
- h) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- i) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- j) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender. Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.

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No deviation to the technical and commercial terms & conditions are allowed.

The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

Annexure-B

General Terms & Conditions

1. Mere participation in e-tender will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
2. Micro & Small Enterprises (MSEs) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification, dated 26.03.2012.
3. If eligible for the supply, the benefits as per prevailing norms will be extended to MSEs registered with NSIC as per New Public procurement Policy as notified by the Government of India, Ministry of Micro, small & medium enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. It is not obligatory on the part of the Trustees to accept of Lowest Tender. They reserve the right to accept a Tender in full or in part and/or reject a Tender without assigning any reason thereof.
4. Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the bid.
5. Due date of submission of tender may be extended as per KAPL's discretion by releasing corrigendum in website of KAPL.
6. SCOPE OF WORK: As per E-Tender Document
7. The Terms and Conditions of E-Tender shall be read in conjunction with the General Conditions of Contract, Specifications, Bill of Quantities and other Documents forming part of this Contract wherever the Contract so requires.
8. Validity: Rate will be valid for three years from the date of Letter/Agreement.
9. EVALUATION CRITERIA: As per relevant clause of Tender Document and Only Technically qualified bidders Financial bid will be opened.
10. PAYMENTS: Payment will be made by Cheque/RTGS once in a month on submission of bill to company against Invoice. Necessary TDS will be deducted as applicable.
11. In case of a dispute between the Bidder & KAPL, all possible attempts should be made to settle such dispute activities by & between the parties. Arbitration any disputes arising out of and in relation to this agreement will be settled to arbitrator appointed DF/MD of KAPL. The arbitration would be conducted and governed by and under the provisions of Arbitration Act 1996. Any legal dispute will be subject to jurisdiction of Bengaluru Courts and no other Court shall have the Jurisdiction.
12. JURISDICTION OF COURT: The contract shall be governed by all relevant Indian Acts applicable within the jurisdiction of Bengaluru.
13. The relatives of KAPL Employees shall in no way be connected with carrying out business activity as per the terms and

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conditions of the tender documents without prior permission of KAPL management.

14. KAPL may at any time terminate the contract for any reason by giving the bidders a 3 months prior notice of termination.

15. KAPL management has the right to match L1 rates with L2 and L3 vendors. In case the Quantity is more the order shall be split at the ratio of 60:40 or 40:30:30 subject to approval of Competent Authority.

COMPANY BACKGROUND:

Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) (A Govt. of India Enterprise), Bengaluru, Karnataka-560058 is engaged in manufacturing and marketing of various Pharmaceutical /Ayurvedic / Veterinary and Agro-chemical products since 1984.

Karnataka Antibiotics and Pharmaceuticals Limited (KAPL) incorporated on 13th March 1981. The shareholding pattern of the Company is 59.17% from Government of India and 40.83% from Government of Karnataka. KAPL is having a State of Art Manufacturing Unit at Peenya, 2nd Phase, Bengaluru, and Dharwad, Karnataka. KAPL has 19 branch locations across the country. Please visit KAPL website www.kaplindia.com for more details

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Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) is a PSU and pioneer in Pharmaceuticals under the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India. KAPL is involved in the production and marketing of Pharmaceutical products at affordable prices to the consumers in India and outside India.

The following annexures are attached to this document and bidders are required to submit the same in the technical Bid.

- **List of Annexure attached-Technical Bid**

Annexure-II: Scope of work (Page No: 10)

List of Annexure attached-Financial Bid

Financial Bid (Page No: Attached Online)

The Tender enquiry will be opened as scheduled in the presence of the bidders, who with to be present on bid opening date. In the event of the date being declared as a holiday for KAPL, the due date for submission of bid and opening will be the following working day at the appointed time.

Deputy General Manager (Purchase)

Arka The Business Centre

Plot No 37,NTTF Main Road Peenya

Industrial Area,2nd Phase Bengaluru-

560058.

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Terms & Conditions:

1. **Selection Criteria:** Only bidders qualified in all parameters identified and mentioned as **Eligibility criteria** (Page No: 7) will be considered for **“Financial Bid opening”**.
2. **Price:** Bidders should quote their C/F prices to KAPL.
3. **Payment Terms:** 30days credit from the date of receipt of Services. However, payments to MSME Units will be released as per MSME payment guidelines.
4. **Agreement:** Empanelled Bidders will have to enter into an agreement with KAPL for three years.
5. **Risk Purchase:** In case of not provided service against the Work Order Risk Purchase will be applicable.
6. **If a Bidder is debarred/delisted by any Central/ State Government Department/ Institution/ Subordinate office or Public Sector Enterprise, the said Manufacturer/Bidder will be disqualified for participation in the empanelment EoI.**
All bidders must enclose an Ink Signed declaration on their letter head that they were not debarred/delisted by any Central/State Government Department/Institution/Subordinate office or Public Sector Enterprise. (Page No: 12) will be considered for “DECLARATION”
7. **RIGHTS OF KAPL:**
 - (i) KAPL reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if so required.
 - (ii) KAPL reserves the right to limit or delete any item mentioned in this document and extend the last date of submission of the bid.
 - (iii) KAPL reserves the right to modify the Bid, Terms & Conditions, etc. before the last date of submission of applications and thereafter extend the due date and the same shall be published in the Company’s website. KAPL also reserves the right to cancel either in part or whole Bid without assigning any reason whatsoever.
 - (iv) Decision of KAPL will be final.
8. **COURT JURISDICTION:** This shall be subject to the exclusive jurisdiction of courts at Bengaluru, India.
9. **Dispute Resolution:-** In case of a dispute between the Bidder & KAPL ,all possible attempts should be made to settle such dispute activities by & between the parties. **In case the dispute could not be settled mutually by & between the parties the same would be settled by an Arbitration Proceeding strictly in compliance with the Arbitration & Conciliation Act, 1996.**
The Managing Director of KAPL reserves exclusive right to appoint the Arbitrator & the decision of the Arbitrator will be final & binding on all the parties.

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10. Eligibility Criteria for Selection of Contract hiring taxi services on contract: (Fill up the chart & upload, with all relevant documents with technical Bid as per indicated below).

| Parameters | Min Eligibility Criteria |
|------------------------------|--|
| 1. Experience | <p>The Taxi Service Provider must have the following.</p> <p>a) At least 3 years of experience in providing commercial vehicle/taxi services to Government, PSU, or reputed private organizations</p> <p>b) The firm should be situated within the vicinity of 10kms from KAPL Peenya, 2nd stage, Bangalore- 560 058</p> <p>c) In case of firm having multi-location entity the firm should have branch in Bangalore and the eligibility Criteria as above at 'B' must be complied with</p> <p>d) Minimum Average professional Turnover of Rs. 50 lakhs, in the last three financial years i.e., 2022-2023, 2023-2024, 2024-25 from taxi services only.</p> <p>e) The Firm must provide experience certificate or documentary proof for the above all four eligibility criteria, failing which their "TE" / Tender will not be considered</p> |
| 2. Other statutory Documents | Copies of GST Certificate, Pan, Aadhar etc. (All Should be As on date valid) to be enclosed |
| 3. Accepted Bid Document | <p>This tender document to be accepted with duly signed stamped in all the pages and to be uploaded.</p> <p>For any Clause found not acceptable, bidders to submit deviation statement separately.</p> |
| 4. Security Deposit | <p>Security Deposit- Demand Draft for Rs.27,000/- (Rupees Twenty seven thousand only) as Earnest Money Deposit payable to M/s. Karnataka Antibiotics & Pharmaceuticals Limited, Bangalore to be submitted along with separate envelope</p> <p>Offers without the Security Deposit will be ignored Without any further correspondence</p> <p>The Security Deposit of successful tenderer (s) will be retained as security deposit till the completion of the contract</p> <p>The Security Deposit of such of the unsuccessful tenders will be returned without interest within 30 days of finalization of the contract</p> |



Bid Form

(Custom House Agent)

| | |
|--|-----|
| Name & Address of the Party | |
| Telephone No with STD code | |
| Email Address | |
| Name of the Contact Person | |
| Whether Proprietary/Partnership/Limited Company | |
| Years of Experience (Please attach documentary proof) | |
| Details of Tax Registration | |
| a) GST No with Certificate | |
| b) PAN Card | |
| c) TIN No with certificates | |
| Name & Address of your Bankers | |
| Bank A/C NO : with IFSC Code | |
| Number of Technical Person | |
| Technical Skill | Y/N |
| Creativity & Innovation | Y/N |
| Time Management(Timely completion of Job) | Y/N |
| Sound knowledge in English Language | Y/N |



Annexure - I

CHECKLIST OFFER TECHNICAL BID

| S/N | Particular of Document | Attached/ Not | Page No | Remarks |
|-----|--|---------------|---------|---------|
| 1. | Forwarding letter indicating the submission of Bid documents along with check list of document | | | |
| 2. | Tender Document duly Signed and Stamped in all Pages along with Corrigendum (if Any) | | | |
| 3. | Duly filled in Bid Form | | | |
| 4. | PAN No | | | |
| 5. | ISO Certificate if any | | | |
| 6. | GST No | | | |
| 7. | Specifications duly signed and stamped in all papers as Annexure-II | | | |
| 8. | Non Debarment /black list certificate as per point no 08 of terms and conditions of tender document. | | | |
| 9. | Attachment List if any | | | |



ANNEXURE-II : TECHNICAL COMPLIANCE STATEMENT OF THE TENDER

Technical Compliance Statement:-

| S.L.NO | Technical Specifications Description | Whether agreed by the bidder | Deviation if any |
|--------|--|------------------------------|------------------|
| | Scope:- | | |
| 1. | The vehicle is required on all working days / holidays as per requirement of KAPL. The vehicle is required for local, Ex-station (nearby Bangalore city) and out of station usage including neighboring states like Tamil Nadu, Andhra Pradesh, Telangana etc., | YES AGREED | |
| 2. | All vehicles deployed shall arrive at designated location on time and with full or sufficient tank of fuel | YES AGREED | |
| 3. | Taxies to be provided by the service provider should be clean, well maintained and in good condition | YES AGREED | |
| 4. | Drivers must be decent, professionally trained, licensed, be in uniform with valid ID cards, and should know good communication skills/languages | YES AGREED | |
| 5. | During the tenure of the contract, the service provider to provide the different vehicles (Both AC/Non AC) like Indica, Swift, Etios or D'zire, Innova, Innova crysta and Tempo Traveller as per the requirement of KAPL. The details of the same i.e., vehicles owned by the Service Provider and vehicles hired are to be provided | YES AGREED | |
| 6. | Vehicles must be registered as commercial with valid permits / National permits | YES AGREED | |
| 7. | The opening & closing, time and kilometer will be considered from KAPL Office/KAPL Peenya Factory only (KAPL Peenya factory is less than 1.0 Kms from KAPL Corporate Office) | YES AGREED | |
| 8. | Toll charges, parking fees, or entry taxes for local or outstation trips will be reimbursed by the KAPL, if proper receipts are provided along with Invoice and Trip sheets | YES AGREED | |
| 9. | All vehicles must have valid documents, permits, and be equipped with safety gear like first aid kit, mobile connectivity etc., | YES AGREED | |
| | Terms & Conditions:- | | |
| 1. | The Hiring of Travel Agencies will be for the Financial Year 2026-27 / calendar year / one year as the case may be | YES AGREED | |
| 2. | The tenure of the Travel Agency shall be at the sole discretion of the company. The present tenure will be for a period of one year from the date of issue of confirmation by the Company. The tenure may be renewed every year up to a period of two/three years at the sole discretion of the company. However, it is expressly stated here that the said tenure is not to be construed as assured and the Company reserves the right not to reappoint at its sole discretion without assigning any reason thereof | YES AGREED | |
| 3. | The Service Provider will not be allowed to withdraw his offer once the "Tender" is submitted | YES AGREED | |
| 4. | The successful Service Provider shall provide their consent for acceptance within 7 days of communication from KAPL | YES AGREED | |
| 5. | The Service provider shall furnish Two Annexure A & B as per format along with all the requisite Documents | YES AGREED | |



| ANNEXURE - A | | | | |
|---|---|---------------------------------------|-------------------|--|
| LIST OF DOCUMENTS TO BE UPLOADED/FURNISHED | | | | |
| Sl.No. | Particulars | Reply & documents enclosed | | |
| 1. | Name of the Service Provider | | YES AGREED | |
| 2. | Name of partners, if any (Partnership Deed to be enclosed) | | YES AGREED | |
| 3. | Address of the Service Provider | | YES AGREED | |
| 4. | Firm registration No. (If any) | | YES AGREED | |
| 5. | Phone No. / Mobile No. / E-mail ID | | YES AGREED | |
| 6. | Minimum Average professional Turnover of Rs. 50 lakhs, in the last three financial years i.e., 2022-2023, 2023-2024, 2024-25 from taxi services only (Enclose documentary proof). | | YES AGREED | |
| 7. | The firm should be situated within the vicinity of 10kms from KAPL Peenya, 2nd stage, Bangalore- 560 058. | | YES AGREED | |
| 8. | In case of firm having multi-location entity the firm should have branch in Bangalore and above parameter at '7' must be complied with. | | YES AGREED | |
| 9. | The firm should have experience in providing commercial vehicle/taxi services to Government, PSU, or reputed private organizations (Enclose documentary proof) | | YES AGREED | |
| 10. | Details of the Vehicles owned and Hired | | YES AGREED | |
| 11. | Income Tax, PAN, GST Certificate. (If any) (copy to be enclosed) | | YES AGREED | |
| 12. | The firm should have experience in providing commercial vehicle/taxi services to Government, PSU, or reputed private organizations (Enclose documentary proof) | | YES AGREED | |
| 13. | Total Experience in Travel Agency (No. of years) (copy of proof to be enclosed) | | YES AGREED | |
| 14. | Duly signed Tender documents | | YES AGREED | |
| 15. | Only Basic Rate should be quoted | | | |
| 16. | GST should be indicated separately. If GST is not applicable the same should be confirmed | | YES AGREED | |
| 17. | The Service Provider should offer rates for all the above particulars as per the above format only | | YES AGREED | |
| 18. | Cancellation charges if any, should be indicated separately by the taxi service provider | | YES AGREED | |



Tender No: KAPL/OTE/ADMN/SR/2252/2025-26 dated 11.03.2026

(To be submitted on the letterhead)

DECLARATION

I) We do hereby declare that,

1. We do hereby declare that as on the date of submission of bid against this tender we are not in the list of ineligible/ blacklisted/ banned/ debarred entity by KAPL/any Government Agency, for participating in its tenders.

Further, we agree, in case we get blacklisted/ banned/ debarred by KAPL/any Government Agency, any time prior to finalization of tender/ contract, our bid shall not be considered for further evaluation/ award of order.

2. The director/proprietor of the bidding firm are not closely related to KAPL.

In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

II) We do hereby declare that we have read and understood all terms and conditions of tender document including GIT, SIT, GCC, SCC, Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions.

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----

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