

NATIONAL SEEDS CORPORATION LIMITED
(A Government of India Undertaking)
Regional Office
Block-AQ, Plot-12, Sector-V,
Salt Lake, Kolkata-700091, WB.

Tender Notice

Admn:-37/NSC:KOL/2019-20/

Dated: 06.09.2019.

Sealed Tenders are invited from prospective contractors/ Suppliers / Car Owners / Firms for supply of AC Car for hiring on monthly basis to this office of the Regional Manager, National Seeds Corporation Limited, Block-AQ, Plot-12, Sector-V, Salt Lake, Kolkata-700091. The tender form along with terms and conditions may be obtained from the above cited office against Cash / DD payment of Rs. **250/- (Two Hundred Fifty only)** per tender form on any working day from 11:00 AM to 4:00 PM. w.e.f. **06.09.2019**. The tender forms can also be downloaded from NSC's website www.indiaseeds.com, with the same fees of Rs. **250/- (Two Hundred Fifty only)** in form of DD in favour of "National Seeds Corporation Limited", payable at Kolkata or through RTGS / NEFT as per the bank details (Mentioned below). The Tender Paper is to be submitted to the Regional Manager, National Seeds Corporation Limited, Block-AQ, Plot-12, Sector-V, Salt Lake, Kolkata-700091. The last date of Submitting of Tender Papers is **20.09.2019** till 14:30 hrs. and will be opened in the same day at 15:30 hrs. EMD of Rs. 5,000/- (Rupees Five Thousand Only) is to be submitted along with the tender documents in form of DD in favour of "NATIONAL SEEDS CORPORATION LIMITED" payable at KOLKATA, or through RTGS / NEFT as per the bank details: NATIONAL SEEDS CORPORATION LIMITED, Name of the Bank: State Bank of India, Sector-V Branch, Kolkata, Account No.: 32920585087, IFSC No.: SBIN0012363. The office reserves the right to cancel or postpone the tender at any stage without assigning any reason.

Regional Manager,
NSC, Kolkata.

NATIONAL SEEDS CORPORATIN LIMITED

(A Government of India Undertaking)

Regional Office

Block-AQ, Plot-12, Sector-V,
Salt Lake, Kolkata-700091, WB.

**Tender for Hiring of Vehicle on Monthly basis for Official use at the Office of The
Regional Manager, NSC, Kolkata,**

(A) Terms & Conditions:

- 1) Car to be provided should be of make Maruti DZIRE / Hyundai XCENT / Honda AMAZE in good condition preferably new vehicle. The Car should be AC Car in good condition and well maintained and should be in excellent working condition mechanically as well as get up wise that is outer body and upholstery should be of decent look and should not have run more than 5,000 (Five Thousand) kms on the date of hiring.
- 2) The vehicle should have the commercial registration certificate, should be insured comprehensively and should have necessary permits from Transport Department / Authority like P. U. C. certificate etc.
- 3) The vehicle must be insured in all respects. All liabilities of any legal disputes, accidents etc. shall be paid by tenderer or car owner.
- 4) The Tenderer should ensure that the driver should possess valid license and experienced and carry all necessary documents. Driver must be well mannered and courteous and should possess a mobile phone for contacts during the service.
- 5) The Tenderer should have the arrangements for repairing their vehicle in short time and immediately, so that there is no inconvenience and restriction in official work.
- 6) The Tenderer should quote his rates for hiring the car on monthly rent basis. Calendar month rent i.e. 30th or 31st day which should include running expense, driver wages, maintenance charges of vehicle and fuel charge etc.
- 7) Vehicle is required on all working days i.e. Monday to Saturday normally from 09:30 hrs. to 19:30 hrs. i.e. for 10 hours; and also on Sunday and other holidays on demand as per requirement. Sunday and other gazette holiday will be covering definition of month. Late sitting beyond 22:00 hrs. on any day will be compensated by meals cum transport allowance of Rs. 150/- (Rupees one hundred and fifty only) per day which will be claimed in the monthly basis.
- 8) The Tenderer are required to quote the rate for following:
 - i. Monthly Rent for minimum running of 1,200 (Twelve Hundred) kms.
 - ii. Extra hour in excess of 10(Ten) hrs. per day and
 - iii. Extra km. in excess of 1,200 (Twelve Hundred) km. per month.
- 9) Tender Documents to be submitted along with EMD of Rs. 5,000/- (Rupees Five Thousands only) in form of DD or to be deposited through NEFT in favour of "NATIONAL SEEDS CORPORATION LIMITED" payable at "KOLKATA". The EMD of successful tenderer will be adjusted against the security deposit and in case of unsuccessful tenderer the EMD will be returned. Bank details for RTGS/NEFT: NATIONAL SEEDS CORPORATION LIMITED, Name of the Bank: State Bank of India, Sector-V Branch, Kolkata, Account No. – 32920585087, IFSC No: SBIN0012363.

- 10) The daily record indicating the Time, Mileage, etc. of vehicle should be maintained in the LOG BOOK.
- 11) The office will be responsible for parking charge if the vehicle is on official duty and the same will be claimed on monthly basis.
- 12) The office is not responsible for any challan loss, damage or accident of the vehicle or any other vehicle injury.
- 13) GST as applicable will be paid on billing. The deduction of sources such as Income Tax / GST etc. shall be recovered as applicable as per government rule.
- 14) If the vehicle fails to report at the schedule time a penalty of Rs. 100/- (Rupees One Hundred only) per hour will be charged.
- 15) The penalty of Rs. 1,000/- (Rupees One Thousand only) per day of vehicle maybe levied if the vehicle fails to meet the terms and conditions. The successful bidder to have entered into an agreement on Rs. 100/- (Rupees One Hundred only) non judicial stamp paper. However, office reserves the right to cancel agreement at any time without assigning any reason.
- 16) The contract will be initially for 02 (Two) years from the date of entering into an agreement and which may be extended for another year on rendering satisfactory service.
- 17) The acceptance of a tender will rest with the competent authority who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenderer received with our assigning any reason.
- 18) No advance will be granted for any case.
- 19) The rate quoted will be valid for 2 (Two) years.
- 20) The contract will be terminated within 1 (One) month notice in case either of the party wish to conclude the contract on any reason whatsoever if may be.
- 21) Tender form can be downloaded from NSC's website: www.indiaseeds.com and last date of submission of tender from to this office is upto 14:30 hrs.on 20.09.2019 and will be opened on the same date at 15:30 hrs.
- 22) The successful tenderer should deposit interest free security of Rs. 30,000/- (Rupees Thirty Thousand only) before / at the time of agreement thorough NEFT/RTGS/DD favoring NATIONAL SEEDS CORPORATION LIMITED, Kolkata, Name of the Bank: State Bank of India, Sector-V Branch, Kolkata, Account No. – 32920585087, IFSC No: SBIN0012363. The security deposit will be retained by this office in the event of failure to provide in the services satisfactorily; otherwise the same will be refunded without any interest at the end of the contract period.
- 23) Any employee of the corporation and their relatives are not allowed to participate in the tender.
- 24) In case the successful bidder is interested to provide brand new vehicle then 15 (Fifteen) days' time will be allowed from the date of contract but within such period the successful bidder must provide a substitute vehicle for the purpose.
- 25) The vehicle should report at the Regional Office, NSC, Kolkata, i.e. Block-AQ, Plot-12, Sector-V, Salt Lake, Kolkata-700091, WB.

Certify that I have read all the terms and conditions mentioned and undertake to abide by the same.

Signature of the Tenderer
(With Seal)

NATIONAL SEEDS CORPORATIN LIMITED

(A Government of India Undertaking)

Regional Office

Block-AQ, Plot-12, Sector-V,
Salt Lake, Kolkata-700091, WB.

(B) DETAILS OF THE TENDERER:

1. Name & Address :
2. Contact Nos.:
3. Permanent Address:
4. Pan Details:
5. Bank Details:
6. GST No:
7. Details Of The Vehicle Offered:
(Make / Model / Colour)
8. Year Of The Vehicle:
9. Photocopy Of Vehicle Registration Certificate, Road Tax, Insurance Papers:
10. Any Other Information:

Signature of the Tenderer
(With Seal)

NATIONAL SEEDS CORPORATIN LIMITED
(A Government of India Undertaking)
Regional Office
Block-AQ, Plot-12, Sector-V,
Salt Lake, Kolkata-700091, WB.

(C) PRICE BID:

TENDER FOR HIRING OF A CAR ON MONTHLY BASIS

SL. NO.	QUOTE FOR	AMOUNT (RS.)
1.	CAR RENT FOR CALENDER MONTH WHICH INCLUDE 1,200 (TWELVE HUNDRED) KMS. ALONG WITH DRIVER SERVICE	Rs. In Words:
2.	CHARGES FOR EXCESS KM BEYOND 1,200(TWELVE HUNDRED) KMS. IN A CALENDER MONTH IN (RATE PER KM)	Rs. In Words:
3.	CHARGES FOR EXTRA HOURS BEYOND 10 (TEN) HOURS IN A DAY IN (RATE PER HOUR)	Rs. In Words:

Signature of the Tenderer
(With Seal)