

National Seeds Corporation Limited

(A Government of India Undertaking)

17-11 Tukaram Gate, North Lalaguda

Secunderabad-500017

Contact No. 040-27731152/27732863

Email id: rm.secunderabad@indiaseeds.com

F. Engg (Vehicle-Hiring)/NSC: HYD/20-21/

Dated: 18.08.2020

Notice Inviting Tender

National Seeds Corporation Limited (NSCL), a Government of India Undertaking “Mini Ratna” Company, having Regional Office at 17-11 TukaRam Gate North Lalaguda, Secunderabad-500017 is invites OFFLINE/Sealed under Two-Bid system (Technical Bid & Price Bid) from reputed vehicle providing Travel agencies/firm for providing the vehicle for period of 1 year (and extendable for further 1 year on mutual agreements).

Details of eligibility criteria, tender schedule and other terms and conditions can be viewed and downloaded from www.indiaseeds.com

S. No.	Particulars	Details
1	Date of issuing NIT	19.08.2020
2	Downloading start Date/Time Downloading End Date/Time	20.08.2020, 10:30 Hrs 10.09.2020, 14:30 Hrs
3	Last Date & time of Submission of Offline Bid	10.09.2020, 15:00 Hrs
4	Date & time of Opening of Technical Bid	10.09.2020, 15:30 Hrs
5	Date & time of Opening of Price Bid	After evolution of Technical Bid
6	Tender Fees (Non-Refundable)	Rs. 500/- + GST 18% (Rupees Five Hundred only plus GST)
7	EMD (Refundable)	Rs. 10,000/- (Rupees Ten Thousand Only)
8	Address For communication.	Regional Manager, National Seeds Corporation limited 17-11, Tukaram gate, North Lalaguda Secunderabad-500017.
9	Contact person for enquiry & Clarifications	Bharat Singh J.E. / Mobile no 7015006727.

NSC reserves the right to modify, expand, restrict, scrap, refloat or cancel the tender at any stage without assigning any reasons. Tenders Received after the stipulated time period or not in accordance with the specified format will be summarily rejected.

Regional Manager

Terms & Conditions for Hiring of vehicle

1. The bidder/ Tenderer should have minimum of 5 cars and valid firm registration for running Travel agency.
2. The tender form should be accompanied with an EMD of Rs. 10,000.00/- and Tender Fee Rs. 500.00/- plus GST18% in the form of Demand Draft (DD) drawn in Favor of National Seeds Corporation Ltd., payable at Secunderabad or through online (RTGS/NEFT) into NSC account.
3. The EMD of unsuccessful Bidder/Tenderer will be refunded within 15 days from the date of opening of the tender.
4. The rates finalized and approved will be in force for the period **of one year**, during the period no rates will be increased or decreased due to any increase or decrease of rates of Diesel/Petrol. The agreement may be extended for further one year on mutual agreement without any changes of rates.
5. The vehicle should be in good condition and purchased earlier than 3 years will not be accepted. The vehicle should have all required documents as per Road Transport authority.
6. The driver should possess all the required valid documents/certificates I.e. Driver Licensee, Car registration, pollutions, insurance etc. All the valid documents should be deposited to NSC with finalization of tender.
7. The Bidder/ Tenderer should provide a driver to the vehicle at his own cost. The driver batta/wages etc. should be borne by the Bidder/ Tenderer.
8. In case of night halt the safety of the vehicle should be taken care by the driver.
9. All type of repair, maintenance & regular Services of vehicle to be taken/borne by owner of the vehicle at his cost.
10. The intimation for requirement of vehicle will be given one-hour prior in case of local trip and forout station one day before the requirement. The vehicle is to be placed according to the need without fail.
11. If vehicle owner fails to provide the vehicle to NSC on demand, an amount of Rs 500.00/ per days shall be recovered from bills as fine. Whereas, NSC can hire the vehicle as on requirement on the behalf of agency on their cost and the charges will be recovered from agency.
12. In case of any accident or Damage to the vehicle, the NSC will not be responsible.
13. No advance will be paid towards hiring of the vehicle. The bills shall be submitted along with trip sheet and all toll bills & parking bills after completion of trip and the payment will be made through RTGS/NEFT or cheque within 10 days.
14. All necessary applicable tax/charges or any recovery shall be deducted from the bills.
15. No NSC official will directly or indirectly participate in the tender.
16. In case of any dispute arise it is subject to jurisdiction at Hyderabad.
17. In case of not fulfilling the above condition, NSC has full right to reject the contract at any time by giving one-week notice.
18. The Regional Manager Reserve the rights to accept or reject any or all the bides without assigning any reason thereof.

Other TERMS & CONDITIONS TO THE TENDERER

1. The Tenderer should go through thoroughly the terms & conditions before submitting the tender.
2. Sealed tender to be submitted in the prescribed format, separately for Technical & Financial bids with envelopes super scribed as “**Technical bid**” and “**Financial bid**” respectively over envelope and both the sealed bids should further be sealed in another envelope super scribed as “Tender for Hiring of vehicle.
3. Tender Form downloaded from NSC website www.indiaseeds.com should be attached with DD of Rs. 500/- plus 18% GST as applicable (Rupees one Hundred only plus GST 18% as applicable) against cost of Tender Form (Non-refundable) and Rs. 10,000.00/- (Rupees Ten Thousand only) against cost of EMD drawn in favour of National Seeds Corporation Ltd payable at Secunderabad/Hyderabad or the amount can be transferred to NSC SBI Account No. **32897527652** IFSC Code SBIN0020822 Branch Malkajiri (West), Secunderabad. **CHEQUES WILL NOT BE ACCEPTED.**
4. Tenders in the sealed envelope will be received at **National Seeds Corporation Ltd, 17-11, Tukaram Gate, North Lalaguda, Secunderabad-500017** on or before 04.09.2020, up to 14:30 Hrs only will be accepted will be opened on the same day at 15.00 hrs and Financial bid of the technically qualified tenderers (only) will be opened thereafter on the same day.
5. Tender received after prescribed time and date shall not be accepted. Tenderer should check that the duly signed documents attached with the tender form as per attached checklist.
6. The Security Deposit of the parties already lying with this office will not be adjusted against this tender. Tenderers are required to deposit the fresh EMD & Security amount. The EMD amount of successful bidder shall be converted into security amount.
7. Conditional and incomplete tender may be rejected at the discretion of NSC.
8. In confirmation of acceptance of terms and condition of the tender, tenderer is required to sign with seal on required pages of the tender document and submit the same with Technical Bid.
9. Financial Bid should contain only the offered rate in the provided format and all other details/documents should only be mentioned/attached with Technical bid.
10. Offer must be submitted in the prescribed tender form provided in the tender document. The tenderer may attach additional sheets to the tender form wherever detailed description is necessary. Only that party should participate in tender who accepts all the terms & conditions and any conditional tender may be treated as null and void.
11. The rates should be quoted for the offered items on as per Financial bid.
12. Indian manufacturers/suppliers who are **Micro Small Medium Enterprises (MSME), Small Scale units and registered with National Small Industries Corporation under single point registration scheme** are exempted from payment of earnest money deposit provided they furnish photocopy of **valid registration with NSIC under the single point registration scheme**, for the quoted stores in support of claim along with their request letter. This facility will,

however, not be provided to those small scale units who are registered under the old registration scheme which was extended up to 30th June, 1981 only.

OFFERS OF THE FIRMS OTHER THAN (MSME) SMALL SCALE INDUSTRIES AS DEFINED ON 'B' AS ABOVE NOT ACCOMPANIED BY EMD WILL BE SUMMARILY REJECTED. OFFERS OF THE (MSME) SMALL SCALE INDUSTRIES NOT REGISTERED WITH NSIC FOR THE QUOTED ITEM UNDER SINGLE POINT REGISTRATION SCHEME AFTER 30TH JUNE 1981 AND NOT ENCLOSING THE VALID DOCUMENTARY PROOF IN SUPPORT OF THEIR CLAIM WITH THEIR REQUEST LETTER SHALL ALSO BE REJECTED.

13. Technical Bid shall include technical specifications of quoted item, duly filled TenderForm – Section-III, Instruction to Tenderer, Terms and Conditions of contract as per Section-I & II of tender document, requisite EMD, profile of the company as Section-III along with documents as per the check list and other document if any in support of offer.

14. FORFEITURE OF THE EARNEST MONEY: - Earnest Money may be forfeited.

(a) If a tenderer withdraws its tender during the period of Tender validity specified by the Tenderer on the Tender Form or withdraws the tender before awarding of the tender or after the prescribed date and time for depositing of Tender, the EMD will be forfeited without giving any prior notice.

(b) In case of a successful Tenderer, if tenderer fails:

- (i) To sign the contract in accordance with Tender Terms & Condition or
- (ii) To furnish security deposit in accordance with Tender Terms & Condition

15. All disputes or differences that may arise in connection with this tender or the interpretation of any of its terms or in any other way related to this tender directly or indirectly shall be referred to arbitration in accordance with the clause relating to "Settlement of disputes".

16. The Corporation reserve the right at the time of award of contract to restrict as per requirement without any change in price or other terms & conditions.

17. The Corporation reserves the right to accept or reject any tender and reject all tenders any time prior to award of contract, without thereby, incurring any liability to the affected tenderer or tenderers or any obligation to inform the affected tenders of the grounds for the any action.

18. There shall normally be no post tender Negotiation. If at all negotiations are warranted under exceptional circumstances, then it can be with L-1 (lowest tenderer) only.

19. The Corporation may decide to split the order among two or more tenderers according to exigencies of the cases at L-1 rate.

20. The successful tenderers to whom work order issue should execute an Agreement within 7 days from date of issue the Order **on Rs 100/- Non-Judicial Stamp paper with Corporation.** The tender document will be considered to be part of agreement, any variation in the terms and

conditions as may be changed by the Corporation will be part of the agreement. The cost of stamp papers for agreement shall be borne by the successful tenderer.

21. Successful Tender have to deposit an amount of Rs. 15,000/- as a Security amount by adjusting EMD of Rs.10,000-/. It shall be valid up to **Tender or agreement validity**. Security deposit shall also be furnished by online transfer into to account of National Seeds Corporation Limited, Secunderabad. A/C No.: **32897527652 IFSC: SBIN0020822 Branch: SBI, Malkajgiri (West), Secunderabad.**

22. Failure of the successful tenderer to comply with the requirement of clause 23, shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD.

23. REFUND OF EARNEST MONEY: -

(A) Unsuccessful tenderer: In case of unsuccessful tenders who do not, withdraw their offers before the receipt of final decision, the earnest money shall be returned, without interest after the finalization of tenders or after expiry of validity period of the respective offer, whichever is earlier by means of RTGS/ crossed cheque drawn on a scheduled bank payable in Secunderabad and the Corporation will not be responsible for reimbursing to the tenderer the Bank's commission for encashing the same.

(B) Successful Tenderers:

- I. The successful tenderer shall **deposit the security** money by online mode or demand draft towards security for the due fulfillment of the conditions of the contract and sign and date agreement as per the format given in Section -IV of the tender document.
- II. After the successful tenderer has completed formalities as stated above, the earnest money deposit will be adjusted against security. No interest shall be allowed on earnest money.
- III. The security deposit will be released without interest after completion of contract period

National Seeds Corporation Limited
Regional Office: Secunderabad

Technical Bid for Hiring of Vehicle

S. No.	Particular	Information to be filed by Bidder
1	Name of firm and Registration details.	
2	Correspondence address.	
3	Contact Person.	
4	Mobile No.	1. 2.
5	E-mail ID.	
6	PAN NO.	
7	GST Registration Number.	
8	Adhaar No.	
9	No of Own vehicle and make & model.	
10	No of hired vehicle and make & model.	
11	Vehicle Registration details of all own vehicle and hired vehicle.	
12	Number of regular drivers and their Driving Licensee with validity.	
13	Income tax returns for last two years.	
14	Details of Vehicle Insurance.	
15	Experience in similar works (submit the work order copies as evidence)	
16	Bank Details.	
17	EMD & tender Fee details.	

I/We hereby declare that all the information furnished above is true & correct.

Signature of authorized signatory

Name

Designation

Stamp

Date:

Affidavit

Certificate-1

I/We__(Name, Designation andAddress) hereby declaring that my firm/Company has not been black-listed by any of the Govt. Department/ Organization /PSUs /Institution etc., where I /We had provided the vehicle duringthe last threeyears and no arbitration case is pending withNSC.

Certificate-2

I/We have read and understood e-tender Terms & Conditions and I agree to abide by them. I hereby certified that all the information mentioned above & provided by me are true and in case of any information is found to be incorrect, my bid may be treated as rejected by NSC Management. Above information is true to our knowledge and belief.

Name_____

Designation _____

Name of the Firm/Company _____

Full address _____

Rubber stamp_____

Place: _____

Dated: _____

National Seeds Corporation Limited
Regional Office: Secunderabad

Financial Bid for Hiring of Vehicle

To,From,

The Regional Manager

National Seeds Corporation Limited

Secunderabad-500017

Sir,

I, proprietor/owner of Firm/agency hereby offer the rates for hiring of vehicles for NSC, Secunderabad for the period of one year (extendable for further one year).

S. No.	Type of Vehicle	40km/4Hrs	80km/8Hrs	Extra per Km	Extra per hour	Outstation per km	Driver Batha outstation for day
Rate, Rs exclusive of GST, Toll and parking charges							
1	Indica & similar						
2	Indigo, Dizer, etios, Swift or similar						
3	Xylo, Tavera or similar						
4	Innova, Innova Crista, Ertiga 6+1/7+1 or similar						
5	Tempo Traveler 12+1						
6	GST%						

Calculation of distance from NSC office/Regional office to NSC office/Regional Office.

Local mean: within radius of 50km of Hyderabad/ Secunderabad.

This offer is made after taking into consideration and understanding all the terms and conditions stated in the tender documents and agreeing to the same.

Signature of authorized signatory with Stamp