

  	<p>National Seeds Corporation Limited (A Government of India Undertaking) Regional Office – Sheikhpura, Patna – 800014 Telephone No : 0612-2287744 Fax : 0612-2282412 Email: rm.patna@indiaseeds.com</p>
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No.- Engg.-6(Vehicle)/NSC/PTN/21-22

Date :16.06.2021

निविदा सूचना

नेशनल सीड्स कॉर्पोरेशन लिमिटेड , पटना को मासिक दर एवं आवश्यकतानुसार किराये पर गाड़ी लेने की आवश्यकता है। इच्छुक पार्टियां /ट्रैवल एजेंसियां राष्ट्रीय बीज निगम लिमिटेड की वैबसाइट <https://indiaseeds.eproc.in> पर दिनांक 17.06.2021 से 08.07.2021 (14 :00 बजे तक) ऑनलाइन बिड प्रस्तुत कर सकते हैं | निविदा संबन्धित नियम एवं शर्ते निगम की website , www.indiaseeds.com , <https://indiaseeds.eproc.in> पर देखी जा सकती है |

क्षेत्रीय प्रबन्धक

NATIONAL SEEDS CORPORATION LIMITED
(A GOVERNMENT OF INDIA UNDERTAKING-MINIRATNA COMPANY)
REGIONAL OFFICE: PATNA-800014(BIHAR)
(CIN NO: U 74899 DL 1963 GOI 003913)



TERMS & CONDITIONS OF E-TENDER/ CONTRACT

FOR

E-tender for Hiring of Vehicle on Monthly basis & Need basis for Official use at Regional Office, Patna

TENDER SHOULD BE SUBMITTED IN TWO BIDS SYSTEM ONLINE

TENDER DOCUMENT AVAILABLE FOR ONLINE SUBMISSION : 17.06.2021 UP TO 14:00 hours.

ON NSC e-Portal: <http://indiaseeds.eproc.in>



Particular	Details
Date of Issue NIT	16.06.2021
Last Date and time for submission online Bid	08.07.2021 till 14:00 Hrs
Technical Bid Opening Date	08.07.2021, At 15:00 Hrs
Tender Fee (to be submitted online)	Rs.1180/- (Non Refundable) including GST @18%
EMD (to be submitted online)	Rs. 10000/- (Ten Thousand Only)
Contact Person	Sh. Manas Barik ,JE-Civil, Mob: 8617294966

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No. Engg.-6(Vehicle)/NSC/PTN/21-22

Dt. 16.06.2021

NOTICE INVITING E-TENDER

1. Name of Work: **E-tender for Hiring of Vehicle on Monthly basis & Need basis for Official use at Regional Office, Patna**
2. Location: **Razabazar, Patna-800014**
3. Earnest Money: Rs. 10,000/- (Rupees Ten thousand only)
4. Tender documents cost: Rs. 1180/- (Rupees one thousand one hundred eighty only), non refundable .
5. Last Date & Time for online: submission of e-tender 08.07.2021 Up to 14.00 hours.
6. Date & Time for opening of e-tender 08.07.2021 At 15.00 hours.

1. Tender document will be available on NSC e-Portal: <https://indiaseeds.eproc.in> Up to 08.07.2021 till 14.00 hours for uploading.
2. The eligibility criteria for participation are given in the tender document.
3. Parties participating for Tender EMD amount should be submitted online along with cost of tender document.
4. ***(Technical bid)*** will be opened on 08.07.2021 at 15.00 hours.
5. ***(Price bid)*** will be opened on suitable date & time which will be communicated to all responsive bidders through E-mail.
Tenderers should be submitted both Technical bid and Price bid strictly as per instructions to tenderers given in Part-A of the tender documents.
6. Tender not accompanied with requisite amount of EMD & Tender cost and not submitted as per instructions contained in the tender document are liable for rejection.
7. The Corporation reserves the right to accept or reject any/all tenders without assigning any reason whatsoever and decision of the Corporation shall be final and binding on tenderer.

Regional Manager

INSTRUCTIONS TO BIDDER – ONLINE MODE

DEFINITIONS:

- **C1 India Private Limited:** Service provider to provide the e-Tendering Software.
- **NSCL e-Procurement Portal:** An e-tendering portal of National Seeds Corporation Limited (“NSCL”) introduced for the process of e-tendering which can be accessed on <https://indiaseeds.eproc.in>.

I. ACCESSING / PURCHASING OF BID DOCUMENTS :

- It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency under CCA, Ministry of Electronics and Information Technology, Government of India to participate in e-tendering portal of NSCL. Bidders can see the list of licensed CA’s from the link www.cca.gov.in C1 India Pvt. Ltd. also facilitate Class III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) to the bidders. Bidder may contact C1 India Pvt. Ltd. at mobile no. +91-8130606629 for DSC related queries or can email at vikas.kumar@c1india.com
- To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>) to have a user ID & Password which has to be obtained by submitting a non-refundable annual registration charges of Rs. 3416/- inclusive of all taxes through **online** mode. Validity of Registration is 1 year.
- The amendments / clarifications to the tender, if any, will be posted on the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>).
- To participate in bidding, bidders have to pay EMD (refundable) as per the amount mentioned in the tender document online through NEFT/RTGS after generating E-challan from <https://indiaseeds.eproc.in>.
- To participate in bidding, bidders have to pay Tender Processing Fee of Rs. 570/- inclusive of all taxes (Non-refundable) through online mode (internet banking/debit card/credit card).
- The Bidder may modify or withdraw their bid after submission prior to the Bid Due Date. No Bid shall be modified or withdrawn by the Bidder after the Bid Due Date and Time.
- Both 'EMD' and 'Tender Document Fee' are mentioned in individual tender document as published at NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>).
- For helpdesk, please contact e-Tendering Cell and Help Desk Support MondaytoFriday Ph: **0124-4302033/36/37, nsclsupport@c1india.com**.
- It is highly recommended that the bidders should not to wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, neither M/s National Seeds Corporation Limited nor M/s. C1 India Pvt. Ltd will be responsible for such eventualities.

NATIONAL SEEDS CORPORATIN LIMITED
(A Government of India Undertaking)

Regional Office
Sheikhpura, Razabazar
Patna-800014 (Bihar).

**E-tender for Hiring of Vehicle on Monthly basis & Need basis for Official use at the Office of The
Regional Office, Patna**

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 have decent look.
- 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) For vehicle required on monthly rent basis only, should be available on all working days i.e. Monday to Saturday normally from 09:30 hrs. to 19:30 hrs. i.e. for 10 hours. Meals cum transport allowance of Rs. 250/- (Rupees two hundred and fifty only) per day will be paid extra on the basis of late sitting beyond 19:30 hrs. on any day/ Night halt per day / to come office on Sunday and other holidays. This amount 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 km. in excess of 1,200 (Twelve Hundred) km. per month.
- 9) Tender Form cost of Rs. 1180/- (One thousand one hundred eighty rupees only), Non-refundable, will be deposited through online mode only i.e, internet banking, Debit Card, Credit Card etc.

10) Tender Documents to be submitted along with EMD of Rs. 10,000/- (Rupees Five Thousands only) to be deposited through online. The EMD of successful tenderer will be adjusted against the security deposit and in case of unsuccessful.

11) Micro and small Enterprises which is registered with NSIC under SPRS (Single point Registration Scheme) as specified by Ministry of Micro, Small and Medium Enterprises (MSME) with two years validity certificate as on date duly issued by NSIC are exempted for submitting the tender fee and earnest money deposit provided exemption for same have been indicated in the certificate. No other type of certificate is acceptable. The exemption and relaxation of tender fee and EMD is subject to the validity & acceptance of their registration certificate on the date of opening of tender.

12)The daily record indicating the Time, Mileage, etc. of vehicle should be maintained in the LOG BOOK.

13)The office will be responsible for parking charge, toll charges if the vehicle is on official duty and the same will be claimed on monthly basis. **This is applicable for monthly rent basis vehicle as well as on need basis vehicle.**

14)The office is not responsible for any challan loss, damage or accident of the vehicle or any other vehicle injury. However for any loss of life or documents of NSC, owner or tenderer will be responsible.

15)Tax be applicable as per rule of Tax authority.

16)If the vehicle fails to report at the schedule time a penalty of Rs. 200/- (Rupees two Hundred only) per hour will be charged.

17)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.

18)The contract will be initially for 01 (one) year from the date of entering into an agreement and which may be extended for another year on rendering satisfactory service.

19)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.

20) No advance will be granted for any case.

21)The rate quoted will be valid for 1 (one) year.

- 22)**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.
- 23)** Online Tenders will be accepted upto **08.07.2021 till 14:00 Hrs.** Technical bid will be opened on the **same day at 15:00 Hrs.** and Financial bid of the technically qualified tenderers will be open thereafter.
- 24)**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, Patna **Bank Name :- State Bank of India, Branch Name:- IGIMS, Patna, Account No.- 32923053526. IFSC Code -SBIN0007945.**
- 25)**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.
- 26)**Any employee of the corporation and their relatives are not allowed to participate in the tender.
- 27)**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.
- 28)**The vehicle should report at the Regional Office, NSC, Sheikhpura, Razabazar, Patna-800014 and **for vehicle those will be needed on requirement basis, must be reported at office within time limit will be given by this office. If failed then the penalty of Rs. 1,000/- (Rupees One Thousand only) will be deducted from the bill.**
- 29)** In case any dispute arises between NSC and the other party due to any term or matter , both the parties will opt to resolve it through mutual understanding and discussion. In case any dispute remain even after discussion , then it shall be binding upon parties to resolve issue under the provision of Arbitration and conciliation Act 1996 as amended from time to time. Under this provision , the Chairman –cum- Managing Director , National Seeds Corporation limited with the concurrence of both the parties shall appoint sole Arbitrator to resolve the issue and both the parties will have to abide by the decision. The Party will bind to resolve this dispute through arbitration before going to court of law The Arbitration shall be conducted at New Delhi and shall in English Language. The court of Delhi shall have the jurisdiction.

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

Signature of the Tenderer (With Seal)

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National Seeds Corporation Ltd.
Regional Office:Patna

Technical BID FOR HIRE OF VEHICLE

SN	Particulars	Information to be filled by Bidder
1	Name of Vehicle owner /Party	
2	Correspondence address	
3	Mobile /Contact No	
4	Email id	
5	PAN No. (Attach Copy)	
6	Driving License and validity (Attach copy)	
7	Registration Certificate of Vehicle (Attach copy)	
8	Income Tax Return (Last 02 Years) (Attach copy)	
9	GST Registration No- (Attach copy)	

NATIONAL SEEDS CORPORATIN LIMITED

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Regional Office

Sheikhpura, Razabazar

Patna-800014 (Bihar).

(A) PRICE BID FOR HIRING OF A CAR ON MONTHLY RENT BASIS

S.No.	Type of Vehicle/Model/	Amount (in Rs.) upto 1200 KMs/per Month (fixed)	Rate (Rs.) for the distance above 1200 Km @per KM
1.	Maruti DZIRE		
2.	Hyundai XCENT		
3.	Honda AMAZE		

(B) PRICE BID FOR HIRING OF A CAR AS AND WHEN REQUIRED ON NEED BASIS

S. No.	Type of Vehicle	Rate/KM	Minimum Distance (KM/Day)	Night Halt Charges (Rs.)
1.	Dzire			
2.	Scorpio			
3.	Innova			
4.	Ertiga			

Signature of the Tenderer (With Seal)