

ICAR-NATIONAL INSTITUTE OF ABIOTIC STRESS MANAGEMENT

A/P. MALEGAON KH, TAL-BARAMATI, DIST-PUNE-413115

Tender no: 4-30/2016-17/Rate Contract

Tender for Hiring of Vehicles

For and on behalf of the Secretary, ICAR, the Director, ICAR-NIASM, Baramati invites e-tenders for Hiring of Vehicles on rate contract basis through the website www.eprocure.gov.in under two bid systems from reputed firms.

Published date: 05/12/2016

Bid Submission end date: 26/12/2016 01.00 PM

Technical Bid Opening date: 26/12/2016 02.30 PM

Important Notes:

1. Tender Documents can be downloaded from ICAR-NISM website www.niasm.res.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. ICAR-NIASM, Solapur reserves the right to accept / reject any /all tenders in part /full without assigning any reason thereof.
4. ICAR- NIASM will not be responsible for any delay in enrollment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in etendering website www.eprocure.gov.in and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes/corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

INSTRUCTION TO THE TENDERERS

The Tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal using valid Digital Signature Certificates. More information useful for submitting online bids on the CPP Portal may be obtained at www.eprocure.gov.in/eprocure/app.
2. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
3. The manufacturers/authorized distributors/dealers shall upload a self-declaration on their letterhead as PDF file in Cover-I of e-tender, along with the tender documents, confirming that they are regular in manufacturing/supplying of the item.
4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF formats. Bid documents may be scanned with 100 dpi with black and white option.
5. The Technical Bids will be opened on 26.12.2016 at 02:30 P.M. The date & time for opening of Financial Bids will be notified on the portal. The bidders may regularly check the portal regarding the date of opening of financial bid.
6. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
7. Director, ICAR-NIASM, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
8. All the tender documents & Price Bid to be uploaded as per this tender are to be digitally signed by the bidder.
9. Tender Cost: The bidder should submit a demand draft of Rs. 1000/- (Rupees One thousand only) towards non-refundable tender fee, drawn in favour of "ICAR Unit, NIASM" payable at Baramati in a sealed envelope super-scribed as "Tender fee for Rate Contract-for Hiring of Vehicles on or before last date & time of submission of bids. In the absence of tender cost, the tender will not be accepted.
10. **Earnest Money Deposit (EMD): An amount of Rs. 8000/- (Rs. Eight thousand only) in the form of Demand Draft drawn in favour of "ICAR Unit, NIASM" payable at Baramati.** This EMD should be submitted in sealed envelope super-scribed as Rate Contract-for Hiring of Vehicles. Failure to deposit Earnest Money will lead to rejection of tender. In the event of the awardee bidder backing out, EMD of that bidder will be forfeited. The EMD of the accepted Tender will be refunded only after on receipt of Contract Form and Performance Security of Rs.15,000/- (Rs. Fifteen thousand only) in the form of Demand Draft drawn in favour of "ICAR Unit, NIASM" payable at Baramati. Note: Both (tender fee & EMD) envelopes should be placed in another sealed envelope and address to: "The Director, ICAR-National

Institute of Abiotic Stress Management, A/p. Malegaon Kh, Tal- Baramati, Dist-Pune-413115. This envelops having tender fee & EMD should reach on or before last date & time of submission of bid.

11. The Rate Contract will be valid for one year and which may be extended for further period subject to satisfactory service
12. Validity: The bid should be valid for acceptance up to a period of 90 Days. The Bidders should be ready to extend the validity, if required without any additional financial implications.
13. Mode of Payment: No advance payment will be made for the suppliers. Payment on bill basis after satisfactory services.
14. The 15 Digit Service Tax Code numbers allotted to each operator by the Central Excise Department may be furnished.
15. Out station entry tax/other statutory charges/ parking fess shall be arranged by the service providers only and may include the same in their bill, invoice for arranging payment.
16. The payment shall be arranged by this Institute within reasonable period of time on production of proper Printed Invoice/Bills (3 SETS) along with ORIGINAL, DUPLICATE AND TRIPLICATE SHEET with full details with advance stamped receipt.
17. Vehicles which are indented/booked by the Institute should possess up-to-date Insurance Coverage & Permit to enter other States (Inter-state & All India Permit).
18. **THE RATES QUOTED BY THE TENDERER(S) ARE FIXED DURING THE PERIOD OF CONTRACT & THIS INSTITUTE WILL NOT BE RESPONSIBLE FOR ANY ESCALATION IN DIESEL PRICE/OTHER LUBRICANTS/OTHER STATUTORY CHARGES ETC. IF THE SERVICE PROVIDER(S) WITHDRAW FROM THE CONTRACT, THE PERFORMANCE SECURITY AMOUNT WILL BE FORFEITED AUTOMATICALLY. THE SERVICE PROVIDERS SHALL FURNISH 3 MONTHS NOTICE TO THIS INSTITUTE BEFORE WITHDRAWING THE CONTRACT DURING THE PERIOD OF ANNUAL RATE CONTRACT.**
19. In case vehicles are not provided at a given point of time and place, the contract will be terminated forthwith without any notice apart from initiating legal action.
20. The Annual Rate Contract will come into effect from the date of issue of award of contract.
21. Service Tax on Total Bill shall be charged.
22. The Drivers deputed should maintain proper discipline and should be in a position to understand Regional Language including Hindi / English.
23. **The Tenderer(s) are requested to furnish the PROFILE of their**
 - a. **firm/ Clients/ LATEST & UP-DATED REGISTRATION**
 - b. **CERTIFICATE WITH NO. /VALIDITY /ESTABLISHMENT etc. compulsorily.**
24. The Tender Documents are not TRANSFERABLE under any circumstances.
 1. The Director, ICAR - NIASM, Baramati reserves the right to reject any or all the tender(s) without assigning any reason thereof.
 2. Only Courts in Pune shall have the jurisdiction over any dispute arising out of this transaction.
 3. The Tenderer(s) shall furnish the complete **BANK DETAILS** for arranging payment through RTGS as per the details below:

ACCOUNT NAME	
BANK & BRANCH NAME	
BANK ADDRESS	
BANK SWIFT CODE	
BANK CODE NO.	
BANK ACCOUNT NO.	
9 DIGIT (MICR) CODE NO.	
PAN ACCOUNT NO.	

Online Bid Submission Details

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

COVER - I (Following documents to be provided as PDF file)			
Sl. No.	Documents	Content	File types
1		Scan copy of Sales Tax/VAT Registration/ PAN	.PDF
2		Scan copy of certificate for EMD exemption, if claiming.	.PDF
3		Self-declaration in letter-head that they are regular in manufacturing/supplying of the item	.PDF
4		Details of supplies of similar item to other organization(s), if any	.PDF
COVER - II			
1	Financial Bid	Price bid (BOQ) to be filled in Excel format	.XLS
COVER - II			
1		Scan copy of Tender Fee and Earnest Money Deposit by way of Demand Draft	

All the documents and BOQ has to be digitally signed by the bidder.

Assistant Administrative Officer

SCHEDULE TO TENDER No. F. No. 4-30/2016-17

NON-AC			
Particulars	Indica/ Toyota Livo/ i-20/ Swift/ Swift-Dzire	Bolero/ Scorpio/ Tavera/ Ertiga	Innova/ Honda Mobilio
0-100 Km			
0-150 Km			
0-200 Km			
*Beyond 200 km rate should ne Rs/km			
Tax Payable if any			

AC			
Particulars	Indica/ Toyota Livo/ i-20/ Swift/ Swift-Dzire	Bolero/ Scorpio/ Tavera/ Ertiga	Innova/ Honda Mobilio
0-100 Km			
0-150 Km			
0-200 Km			
*Beyond 200 km rate should ne Rs/km			
Tax Payable if any			

SIGNATURE OF THE TENDERER WITH SEAL OF FIRM & DATE

***Beyond 200 km of journey the bill must be raised total km multiplied by Rs/km i.e. if total journey is 280 km and the rate is Rs. a/km then the invoice value will be Rs. 280 x a and taxes extra if any.**