

NOTICE INVITING
TENDER

Name of work: RFP for Hiring of 01 Nos of Vehicle (SUV 4x4 or Equivalent) on Monthly Basis for General Manager (Projects) NHIDCL, PMU-Dimapur in the state of Nagaland.

Bid Security	:	₹ 10,000/-
Cost of Bid Documents	:	₹ 500/-
Time Period	:	One Year

1. Sealed proposal are invited from established, experienced, and reputed agencies having adequate experience in the work mentioned above.
2. The blank BoQ with terms & conditions for the above may be obtained from the office of the undersigned from 21.12.2021 (09:00 Hours) to 06.01.2022 (upto12.00 Hours) and website www.nhidcl.com. The cost of Bid Document will be Rs. 500/- (Five Hundred) only and will be paid through RTGS/NEFT into bank A/c no “50100338508023” maintained in the name of “R O KOHIMA NHIDCL ADM EXPENSES ACCOUNT” with HDFC bank, Kohima, Nagaland having IFSC code “HDFC0002015” ” or in the form of Demand draft in favour of “R O KOHIMA NHIDCL ADM EXPENSES ACCOUNT” payable at Kohima, Nagaland upto 06.01.2022, 12:00 Hrs.
3. The duly filled quotation in sealed envelope shall be submitted in the office of the undersigned upto 12:00 Hrs. on 06.01.2022 and quotation will be opened on 06.01.2022 at 15.00 Hrs. by Evaluation Committee constituted for this purpose in the presence of bidders who choose to attend.

National Highways & Infrastructure Development Corporation Limited, PMU Address:
General Manager (Projects)
NHIDCL,
PMU- Dimapur
House No. 63 (A), 1st Floor
Behind City Tower Building
NST Colony
Dimapur-797112
Nagaland
Email: pmu-dimapur@nhidcl.com
Phone: 03862 - 248575

BILL OF QUANTITY

Bid Security : Rs. 10,000/-
Cost of Bid Documents : Rs. 500/-
Time Period : One Year

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Sl. No	Name of Item	Unit	Qty.	Amount quoted by bidder for Vehicle per Month	
				In Figure	In Words
1	“Providing, running & maintenance of vehicle on monthly basis (SUV 4x4 or equivalent) [Travel upto 3000 Km per month] for NHIDCL, PMU-Dimapur, Nagaland	Vehicle nos./ Months 01/12	01		
	Total (Excluding GST)				

Note:

1. The Total Amount quoted in words shall be the sole guiding factor for financial evaluation of Bidders.
2. Annexure ‘A’ for terms & conditions shall be the part of bid and hence shall be duly signed by the Bidder.
3. Vehicle shall be operating with/without All India Permit.
4. The rate applicable for extra Km of travel beyond 3000 Km in a month shall be paid on pro-rata basis.

Name, Signature & Seal of Bidder

BID SECURITY

The Bidders shall furnish, as part of the quotation Bid Security of Rs.10, 000/- (Rupees Ten Thousand Only) will be paid through RTGS/NEFT into bank A/c no “50100338508023” maintained in the name of “R O KOHIMA NHIDCL ADM EXPENSES ACCOUNT” with HDFC bank, Kohima, Nagaland having IFSC code “HDFC0002015” or in the form of Demand draft in favour of “R O KOHIMA NHIDCL ADM EXPENSES ACCOUNT” payable at Kohima, Nagaland. Any quotation not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive. The Bid Security of Unsuccessful bidders will be returned within 28 days of opening of Bids. The Bid Security of the Successful Bidder shall be converted into Performance Security upon signing of the Agreement. The Bid shall remain valid for 120 days from date of opening.

The Bid Security will be forfeited:

- (a) If the Bidder Withdraws the Bid after its submission ;or
- (b) If the Bidder does not accept the arithmetic correction of the bid price ;or
- (c) In the case of a Successful Bidder if the Bidder fails to sign the Agreement

The Performance Security shall be refunded after the successful completion of the contract period.

I accept the terms and conditions are attached at Annexure- A.

Name, Signature & Seal of Bidder

TERMS AND CONDITIONS

1. Proposals are invited from reputed agencies/individuals who can provide AC vehicles with GPS fitted to General Manager (P), PMU-Dimapur, NHIDCL as detailed in BOQ on monthly hire basis.
2. The vehicles should be in good running condition.
3. All necessary taxes for operating the vehicles commercially should be fully paid and all necessary papers shall be provided in the vehicle as required by prevailing Motor Vehicles Act with comprehensive insurance coverage for the vehicle. All the cases related to accident/damages/compensation shall be the responsibility of vehicle owner.
4. The vehicles shall be available day and night (24 hours) as required by NHIDCL for all days regularly in a month.
5. The driver should be well dressed, mentally sound & good physical conditions, equipped with mobile, having valid driving license, etc.
6. The Agency shall bear all expenses required for keeping the vehicles in smooth running condition such as fuel, lubrications oil & other consumables, necessary service & maintenance, repairs & replacement etc. and salary of the driver per month & other related expenses for duty.
7. In the event of any vehicle being off the road for maintenance or on any account of breakdown, the Agency shall provide a substitute vehicle immediately. If the substitute vehicle is not provided penalty of Rs. 3000/-per day for each vehicle shall be affected from the bills of Agency.
8. The Agency should quote their rates on monthly basis. In case of excess Km, run in a month, it shall be paid on pro-rata basis.
9. The Agency should ensure that sufficient fuel is always available for travel.
10. ***NHIDCL i.e. Service receiver will deposit the GST itself and TDS-IT will be deducted from invoice of service provider @ 1% on quoted rate in case of individual owner and 2% for limited company. Accordingly the rates have to be quoted.***
11. Vehicle/Vehicles can be withdrawn from usage within 01 month of advance notice by either of the party i.e. Agency or NHIDCL.
12. The Agency should submit their bills in duplicate along with logbook on 3rd date of every month for payment.
13. The quoted rates for hire charges of vehicles with fuel and lubricants etc should be valid for period of one year from the date of acceptance. No variation/revision in quoted rates on account of any increase in fuel or spares cost will be entertained.
14. The Agency has to supply the required vehicles within fifteen days from the date of Letter of Acceptance.
15. The supply of vehicles is initially for duration of one year only from the date of agreement. Vehicles may be continued beyond the stipulated period on the rates quoted & condition herein if required by NHIDCL and agreed by the bidder.
16. The bidder should submit an undertaking certificate mentioning that none of the staff, their relatives or any of the contractor/vendor/agencies assigned works/contracts are working in NHIDCL. (***Annexure-B***)
17. The Jurisdiction of vehicles moving is in Nagaland and other North Eastern States.

Name, Signature & Seal of Bidder

UNDERTAKING

I, Proprietor/Proprietress, R/o hereby undertake that I/My firm do not belong to any of categories viz. staff of NHIDCL and their relatives, any of the contractor/vendor/agencies assigned works/contracts at the time of submission of this proposal i.e., NIT no. dated, published on NHIDCL website (www.nhidcl.com)