



**National Highways & Infrastructure Development Corporation  
Limited (Under the Ministry of Road Transport & Highways, Govt. of  
India)**

RO-Ladakh, Yartsa House, Near Changspa Farm, Leh UT of Ladakh - 194101

Ro-Ladakh/2022-23

Date: 25 May 2022

RFP No- 24/RO-Ladakh/2022-23

**NOTICE INVITING TENDER**

**NOTICE INVITING TENDER FOR HIRING OF 08 (Eight) NO. OF VEHICLES  
FOR OFFICE USE OF NHIDCL IN UT OF LADAKH (3<sup>rd</sup> call)**

**Earnest Money: Rs. 10,000/-  
Cost of Document: Rs. 590/-  
(inclusive of GST)  
Time Period: One Year.**

Sealed Tenders are invited from established, experienced and reputed individuals, firms/Organizations and other agencies having adequate experience in execution of such works.


The blank BOQ and terms & conditions for the above may be obtained from NHIDCL website or office of the undersigned.

The duly filled tender in sealed envelope can be submitted in the office of the undersigned up to 1400 hrs. on **03 June 2022**. Quotation will be opened on **04 June 2022** at 1100 hrs by evaluation committee constituted for this purpose, in the presence of intending bidders, who choose to remain present. Regarding queries may contact to Jr. Manager (Finance), NHIDCL, RO- Ladakh, Leh, UT of Ladakh on his mobile No. 7877572521 during office hour 10 AM to 5 PM.

1. Interested Companies/Firms/Agencies/Individual may submit bid documents complete in all respect along with cost of document of **Rs. 590/- (Five Hundred Ninety Only)** which is nonrefundable and Earnest Money Deposit (EMD) of **Rs. 10,000/- (Rupees Ten Thousand only)** in the form of Demand Draft/NEFT-RTGS (Canara Bank A/c - 76513070002321, IFSC- CNRB0017651) only in favour of "NHIDCL Establishment Account" payable at Ladakh on or before 03.06.2022 by 1400 (Hours). If they submit Demand Draft in respect of Cost of document and EMD then they will submit to the ED(P), Yartsa House, Near Changspa Farm, Leh - UT of Ladakh 03.06.2022 by 1400 (Hours).

2. The complete BID document can be viewed/downloaded from website [www.nhidcl.com](http://www.nhidcl.com) and from 25.05.2022 to 03.06.2022 (upto 1400 Hrs. IST).
3. Bidder must submit its bid at RO-Ladakh, NHIDCL on or before 03.06.2022 upto 1400 hours IST. Bids received offline shall be opened on 04.06.2022 (at 1100 hours IST).
4. Before submission of offline bids, bidder must ensure that all the necessary documents have been attached with bid.
5. The department will not be responsible for delay in offline submission of bids whatsoever reasons may be.
6. All the required information for bid must be filled and submitted offline.
7. Bidders should get ready with the documents & Bid Security as specified in the tender documents. The original instruments and relevant documents etc. will be submitted to the Tenders Inviting Authority by Registered post/courier/by hand at the time of signing of Agreement.
8. The details of cost of documents, Bid Security specified in the tender documents should be the same, as submitted offline otherwise bid will not be accepted.
9. Bidders may contact to Jr. Manager (Finance) on his mobile No. 7877572521 during office hour 10 AM to 5 PM for any guidance for getting any other relevant details in respect of tendering process.
- 10.

Sr. No	Description	Period
1	Date of issue of NIT	25.05.2022
2	Last Date of submission of Tender/Bid (online)	03.06.2022 (upto 1400 Hrs)
3	Date of Opening of Bids of Qualified Applicants	04.06.2022 (on 1100 Hrs)



**Col Rajeev Kumar ED(P)**  
 NHIDCL, RO- Ladakh Yartsa  
 House, Near changspa Farm,  
 Leh, UT of Ladakh - 194101  
 Tel.No. +01982-295517  
 Email: [nhidcl.leh@gmail.com](mailto:nhidcl.leh@gmail.com)

### BILL OF QUANTITY

Earnest Money : Rs. 10,000/-  
Cost of Bid Document : Rs. 590/- (inclusive of GST)  
Time Period : One Year

Name of work: Hiring of Commercial Vehicle-08 (Eight) No.on monthly basis  
in UT of Ladakh for NHIDCL

Sr. No.	Name of Item	Unit	Qty per month (Nos.)	Under District Leh, UT of Ladakh		Under District Kargil, UT of Ladakh	
				Rate be quoted by the Bidder (in Rs. Per month) including all taxes inclusive of GST/RCM under GST			
				In figure	In words	In figure	In words
1	Providing, running & maintenance of Vehicle on monthly basis						
(i)	Bolero Camper(4x4) or equivalent (as per terms & conditions.)	Per month	01				
(ii)	Jeep Compass 4x4 SUV or equivalent (as per terms & conditions.)	Per month	01				
(iii)	Mahindra Thar 4x4 SUV or equivalent( as per terms & conditions.)	Per month	01				
(iv)	Scorpio SUV or equivalent (as per terms & conditions.)	Per month	01				
(v)	Safari 4x4 SUV or equivalent (as per terms & conditions.)	Per month	01				
(vi)	(F) Fortuner 4x4 SUV or equivalent (as per terms & conditions.)	Per month	01				
(vii)	Innova (as per terms & conditions).	Per month	01				
(viii)	Innova Crysta(as per terms & conditions.)	Per month	01				
	<b>TOTAL</b>		<b>08</b>				

Note: 1. Nos. of Vehicle is indicative and may increase / decrease  
2. L1 ( Lowest quote) bidder will be considered Vehicle wise.

## Certificate

This is to certify that none of the NHIDCL staff, their relatives or any of the contractor/vendor/agencies assigned works/contracts is considered for hiring of vehicle. I have also understood all the scope of work and agree to all the terms and conditions lay down in the notice inviting bids.

**Signature of Authorized Signatory**  
**Name of the Agency with Seal (If applicable)**  
**Email:**  
**Mob No:**

**Place :**

**Date :**

TERMS AND CONDITIONS

1. Vehicle wise amount quoted in words shall be the sole guiding factor for financial evaluation of Bidders.
2. Annexure 'A' for terms & conditions shall be part of bid and hence shall be duly signed by the Bidder.
3. Vehicle shall be operating with All India Permit.
4. The rate applicable for the extra Km of travel beyond 3000 km in a month shall be @ Rs. 16/- per km and NHIDCL will pay Rs. 350/- directly to the drivers for a night halt at outstations with Vehicle with the permission of the concerned Officer. Vehicle utilized beyond 3000 KM per month basis after adjusting shortfall of previous months (cumulative) shall only be paid as per extra charge.
5. The rate quoted is inclusive of all taxes as applicable inclusive of GST. RCM under GST shall be borne by the vendor (Successful Bidder).
6. The vehicles should be in good condition or should not be older than three years.
7. Working season of RO-Ladakh is from April to November. No contractor shall be allowed to dis-engage vehicle during this period. If any contractor still wants to dis-engage his vehicle, he will have to provide alternative vehicle for the period of working season with the same terms & conditions.
8. The vehicle should be in good running condition.
9. All necessary taxes for operation the vehicle 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 cover for the vehicle. Cost of insurance will be fully born by Successful bidder and the rate quoted shall be inclusive of this.
10. The vehicle shall be provided day and night (24 hours) as required by NHIDCL for all days regularly in a month.
11. Agency shall also make available drivers having valid driving license. The driver shall be well trained, physically fit, well behaved, and neatly dressed in a defined dress code approved by NHIDCL with working mobile phone. If necessary, successful bidder shall also provide additional driver, as and when, called by NHIDCL.
12. The Agency shall bear all expenses required for keeping the vehicles in

smooth running condition such as fuel, lubrication oil & other consumables, necessary service & maintenance, driver's replacements etc. The rates quoted shall inclusive of all.

13. In the event of any vehicle being off the road for maintenance, break down or on any account, the successful bidder shall provide a substitute vehicle of same category immediately. If the substitute vehicle is not provided, a penalty of Rs. 2500/- per day per shall be affected from the bills of agency/ service provider.
14. The agency should quote their rates on monthly basis including all taxes inclusive of GST/RCM under GST.
15. The agency should ensure that sufficient fuel is always available for travel and the attending driver is duly funded for re-fueling.
16. Vehicle can be withdrawn from usage with 01 month of advance notice by either party i.e., successful bidder or NHIDCL. During the working season from April to November, none of the party shall be allowed to dis-engage the vehicle.
17. The agency should submit their bills in duplicate along with logbook within 1<sup>st</sup> week of every month for payment. It is the responsibility of bidder to maintain the logbook for every vehicle and get it certified from the concerned official using the vehicle on daily basis, failing which, payment may not be made.
18. The quoted rates for the vehicles shall include fuel and lubricants, repairs and maintenance, toll tax if any, Driver salary and other labour charges, depreciation, cost of spares & any other incidental charges etc. and should be valid for a 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 etc. will be entertained.
19. The successful bidder should be able to supply the required vehicles within seven days from the date of issue of 'Letter of Acceptance' by NHIDCL. Number of vehicles can be increased or decreased on a seven days' notice by the NHIDCL.
20. The supply of vehicles is initially for duration of one year only from the date of issue of Letter of Acceptance. Vehicles may be continued beyond the stipulated period on the rates quoted & condition herein if required by NHIDCL and agreed by the bidder.
21. The successful bidder shall submit all the required documents of vehicle,

- driver, insurance, GST and PAN etc. execute the agreement within a week after issue of 'Letter of Acceptance' on one-hundred-rupee bond paper.
22. Amendments, corrigendum, if any, would be hosted on NHIDCL website only.
  23. Vehicle may be deployed with any Office / Camp under RO-Ladakh.
  24. NHIDCL reserves full rights to curtail, modify, halt/cancel, reject any or all offers, at any stage without assigning any reasons and no claims of whatsoever nature will be entertained on this account.
  25. The firm/individual must have GST Registration No.(If required to be registered under GST ACT) & PAN No. under GST & Income Tax and all statutory deductions shall be deducted at the applicable rate. The provisions/stipulations related to Goods and Services Tax (GST) related to Goods and Services Tax (GST) shall be governed by The CGST/UT GST, 2017 and its subsequent amendments/ clarifications/incorporation issued by the Government from time to time. In case the bidder is not registered under GST, he shall submit a suitable undertaking to this effect (Undertaking attached).
  26. The bidder should be able to deploy vehicle in UT of Ladakh.
  27. The Vehicles offered should not be involved in any accident/police case on the date of LOA.
  28. Bidder who has submitted bid security money for **Tender no.09/RO-Ladakh/2022-23 dated 18 April 2022** they have no need to deposit again but proof of submission has to submit. But cost of document has to deposit.
  29. If contractor or NHIDCL want to extend the contract period beyond 1 year, both the parties should be agree to existing terms & conditions with a maximum of 10% increase in the rent including all taxes.
  30. The bidder shall provide the following documents:
    - i) Bank Account Details (1st page of Passbook containing information i.e Bank Account No. & Beneficiary Name & IFSC Code or Cancelled Cheque mentioning Account holder Name, Account No.)
    - ii) Mobile No. & Email Id

## RESOLUTION OF DISPUTE

In case of any dispute, the decision of Executive Director- RO-Ladakh, NHIDCL, UT of Ladakh shall be final.

### The Bid Security/Earnest Money

The Bidders shall furnish, as part of the quotation Bid Security of Rs. 10,000/- (Ten Thousand Only) and cost of Document Rs. 590/- (Five Hundred Ninety Only) separately in the form of **Demand Draft** in favor "**NHIDCL Establishment Account**" payable at Leh, UT of Ladakh or online payment through NEFT/RTGS. Bank details of online payment are as under:

Name of the beneficiary: **NHIDCL Establishment Account**

Account no. **76513070002321**

IFSC No. **:CNRB0017651**

Bank name **:Canara Bank**

Branch Name **: Leh Ladakh**

Any quotation not accompanied by an acceptable Bid Security shall be rejected by the NHIDCL- RO- Ladakh, Leh as Non-Responsive. The only Bid Security of Unsuccessful bidders will be returned within 45 days after opening of Bids or issue of LOA whichever is later. The Bid Security of the Successful Bidder shall be converted in to Performance Security upon signing of the Agreement. The Bid shall remain valid for a period of 120 days of opening.

The Performance Security shall be refunded within one month, after the successful completion of the contract.

### The Bid Security/Earnest Money 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.

I accept all the terms and conditions of NHIDCL.

Name, Signature & Seal of Bidder

## DECLARATION

1. I, ..... Son/Daughter/Wife of Shri..... signatory of the company/agency/firm mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. I indemnify NHIDCL against any loss that may be incurred by NHIDCL due to any act of Omission or Commission by the Driver/ Vehicle deployed in NHIDCL,RO-Ladakh, Leh, through my Company/Agency/Firm.
4. My Company/Agency/Firm/ Individual has not been blacklisted/ debarred from participating in tender of any Ministry/Department of Government of India and Government of India undertaking in last three years.
5. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides incurring liabilities towards prosecution under the appropriate law.

Signature of Authorized Person (s)

Date:  
Place:

Name:  
Seal: