

**QUOTATION**  
**NOTICE**

**Name of work: RFP for Hiring of Vehicle for General Manager (Projects) on Monthly Basis for NHIDCL Branch Office Mokokchung, Nagaland SUV (Minimum 2500cc with four wheel drive).**

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

1. Sealed quotations 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 29 July 2019 (10:00 Hours) to 12 August 2019 (up to 10:00 Hours). The cost of Bid Document shall be Rs. 500.00/- (Rs. Five Hundred Only) and should be paid in the form of Demand Draft in favour of National Highways & Infrastructure Development Corporation Limited payable at Mokokchung, Nagaland upto 12 August 2019 (up to 10:00 Hrs.).
3. The duly filled quotation in sealed envelope shall be submitted in the office of the undersigned up to 10:00 Hrs. on 12 August 2019 and quotation will be opened on 12 August 2019 at 13:00 Hrs. by Evaluation Committee constituted for this purpose in the presence of intending bidders.

**National Highways & Infrastructure Development Corporation Limited, Branch Office  
Address:**

General Manager  
(Projects) NHIDCL,  
BO-Mokokchung,  
Mollier Cottage,  
Arkong Ward, Near  
Public Ground  
Mokokchung,  
Nagaland – 798601

### **BILL OF QUANTITY**

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

**Name of work: Hiring of Vehicle for General Manager (Projects) on Monthly Basis for Branch Office at Mokokchung, Nagaland SUV (Minimum 2500cc with four wheel drive).**

S.No	Name of Item	Unit	Qty.	Rate/Vehicle	Amount quoted by bidder	
					In Figure	In Words
1.	Providing, running & maintenance of vehicle on monthly basis  SUV (Minimum 2500cc with four wheel drive) (Travel up to 3000 Kms. per month) as per terms and condition.	Vehicle Month	24 months			
<b>Total</b>						

**Note\*\*:**

1. The Total Amount quoted in words shall be the sole guiding factor for financial evaluation of Bidders.
2. Annexure 'A' for terms & condition 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 as worked out in relation to the monthly amount quoted for particular vehicle category.

Name, Signature & Seal of Bidder

## **BID SECURITY**

The Bidders shall furnish, as part of the quotation, Bid Security of Rs. 10,000/- in the form of Demand Draft in favour of National Highways & Infrastructure Development Corporation Limited payable at Mokokchung, 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 in to Performance Security upon signing of the Agreement. The Bid shall remain valid for 30 days from date of opening.

### **The Bid Security will be forfeited:**

- A.** If the Bidder withdraws the Bid after its submission;
- B.** If the Bidder does not accept the arithmetic correction of the bid price;
- C.** In case of a Successful Bidder if the Bidder fails to sign the Agreement

The Performance Security shall be refunded one month after the successful completion of the contract. I accept the terms and conditions attached at Annexure - I.

Name, Signature & Seal of Bidder

**\*\*TERMS AND CONDITIONS\*\***

1. The vehicles should be in good running condition.
2. 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 cover for the vehicle.
3. The vehicle shall be available day and night (24 hours) as required by NHIDCL for all days regularly in a month.
4. The drivers should be having valid driving license.
5. 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, repairs & replacement etc. and salary, fooding lodging of the driver per month
6. 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. 2500/-per day shall be deducted from the bills of Agency.
7. 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 as worked out in relation to the monthly amount quoted for particular vehicle category.
8. The Agency should ensure that sufficient fuel is always available for travel.
09. The quoted rates shall be inclusive of taxes other than GST.
10. Vehicle can be withdrawn from usage within 15 (fifteen) days of advance notice by either party i.e. Agency or NHIDCL.
11. The Agency should submit their bills in duplicate along with logbook within 1<sup>st</sup> week of every month for payment.
12. The quoted rates for hire charges of vehicles with fuel and lubricants etc should be valid for period of two 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.
13. The Agency should be able to supply the required vehicles within fifteen days from the date of Letter of Acceptance (LoA).
14. The contract for Supply of the vehicles is for two year only from the date of issue of letter of Acceptance. Vehicles may be continued beyond the stipulated period for maximum one year on the rates quoted & condition herein if required by NHIDCL and agreed by the bidder.

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