

Request for Proposal (RFP)

For entering into Annual Rate Contract For Empanelment of Travel Agency for Booking of Air Tickets and Rail Tickets for journeys of NHIDCL's officers and staff

1. National Highways & Infrastructure Development Corporation Limited is a Public Sector Undertaking fully owned by the Ministry of Road Transport and Highways, Government of India. National Highways & Infrastructure Development Corporation Ltd. is mandated to promote, survey, establish, design, build, operate, maintain and upgrade National Highways and Strategic Roads including interconnecting roads in parts of the Country which share international boundaries with neighboring countries. Further details about NHIDCL are available on NHIDCL's website www.nhidcl.com.
2. NHIDCL intends to empanel agency (ies) for the subject work and invites offers/bids from interested parties and this tender notice has accordingly been issued for this purpose.
3. National Highways & Infrastructure Development Corporation Limited invites e-tenders through CPP Portal under **Two Bid System** i.e. Technical Bid and Financial Bid from reputed, experienced and financially sound Companies/ Firms/ Agencies (hereafter called Agency) for entering into **Annual Rate Contract For Empanelment of Travel Agency for Booking of Air Tickets and Rail Tickets for journeys of NHIDCL's officers and staff.**
4. **The technical bids** are to be submitted by both methods i.e. **Online on CPP Portal as well as physical mode by prescribed timelines.** The physical sealed copy in respect of technical documents superscribed "Technical Bid for selection of agency for entering into **Annual Rate Contract for Empanelment of Travel Agency for Booking of Air Tickets and Rail Tickets for journeys of NHIDCL's officers and staff**" should be dropped in the Tender Box kept for the purpose at reception of NHIDCL at 3rd Floor, PTI Building, 4 – Parliament Street, New Delhi- 110001 on or before the prescribed time and date. **The financial bid should be submitted only through online process. Bids not given through CPP Portal will not be accepted.**
5. MSME/NSIC agencies registered for doing similar work are exempted from payment of EMD, as per Government policy, subject to submission of valid registration certificate with the bid.
6. The contract shall be initially for a period of two years from the date of award of the contract, which may be further extended up to two more years upon satisfactory performance and mutual agreement, on the same terms & conditions.

It could be curtailed/ terminated at any time before expiry of contract period depending upon performance of agency/ requirement of NHIDCL.

7. The complete Tender Documents can be downloaded from the website of NHIDCL www.nhidcl.com
8. Interested Companies/ Firms/ Agencies may submit their bids complete in all respect along with **Earnest Money Deposit (EMD) of Rs.1,20,000/-** (Rupees One Lakh and Twenty Thousand only) (refundable without interest) in the form of Demand Draft/ Pay Order from any Indian Scheduled /Nationalized Bank drawn in favour of National Highways & Infrastructure Development Corporation Limited, New Delhi, payable at New Delhi or FDR made in the name of agency but hypothecated to MD, NHIDCL, New Delhi or Bank Guarantee issued in favour of MD, NHIDCL, New Delhi, valid for a period of 45 days from last date of submission of the bid, (FD/BG encashable from any branch in NCR drawn on an Indian scheduled/Nationalized bank only is acceptable), along with other **requisite documents on CPP Portal on or before last date and time as notified and also send a hard copy of the requisite documents uploaded on the CPP Portal along with the EMD (DD/Pay Order/FD/BG) to the Dy. GM (Admin), National Highways & Infrastructure Development Corporation Limited, 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001. No bid shall be entertained after the given deadline, under any circumstance whatsoever.**
9. **The Technical Bids will be opened as per notified schedule and Financial Bids of only technically qualified bidders will be opened on a date to be notified later on**, in the presence of authorized representative of the Bidders who wish to be present.

N.B.- Approx. annual cost of the tender is Rs.60,00,000/- (Rupees Sixty Lakh), other things being equal if no restriction due to pandemic.
10. NHIDCL reserves the right to amend or withdraw any of the terms & conditions contained in the RFP document or to reject any or all bids without giving any notice or without assigning any reason thereof. The decision of the National Highways & Infrastructure Development Corporation Limited in this regard shall be final and binding on all the bidders.
11. Any amendment/ addendum/ corrigendum shall be notified only on the website of NHIDCL and CPP Portal.

(S.P. Sanwal)
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