



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

Name of Work: Providing supplying of commercial vehicle 1 No on monthly basis for NHIDCL Leh in the U.T of Ladakh and U.T of J&K.

NOTICE INVITING QUOTATION

April, 2020

NATIONAL HIGHWAYS & INFRASTRUCTURE DEVELOPMENT CORPORATION LTD.

(Ministry of Road, Transport & Highways, Government of India)

NOTICE INVITING QUOTATION

Name of work:-

Providing supplying of commercial vehicle 1 No on monthly basis for NHIDCL Leh in the U.T of Ladakh and U.T of J&K.

(Earnest money Rs 5,000/-, Cost of Documents Rs 500/- and Time period Three years)

Sealed quotations are invited from established, experienced, and reputed agencies/individuals having adequate experience in the work mentioned above for providing Vehicles to the National Highways and Infrastructure Development Corporation Limited, Leh, a PSU company under the Ministry of Road Transport & Highways, Govt. of India. Bids are invited initially for a period of **Three years** from the date of award of contract, which is extendable as per the requirement.

Sl. No	Name of work	No. of Vehicles required	No. of Vehicles	Cost of Documents	EMD/Bid Security	Period of Contract	Eligibility Criteria
1	Providing & supplying of commercial vehicle 1 No on monthly basis for NHIDCL Site Office-Leh in the UT of Ladakh	Vehicle for Leh: (a)Scorpio(4x4)/ ISUZU(4x4)/ TATA Safari(4x4)/ JEEP (4x4)	1	Rs. 500/-	Rs. 5000/-	03 Years	Minimum 01 Year experience in similar work.

The blank BOQ/Bid documents along with terms & conditions for the above may be obtained from the office of General Manager (P), Leh: Tsenala House, Near Indian Oil Depot, Agling, Leh, U.T of Ladakh on any working day from 18-04-2020 to 15-05-2020 on payment of document fee of Rs. 500/- for each vehicle. Quotation form may also be download from NHIDCL website www.nhidcl.com. The duly filled quotation can be submitted in the office (Tsenala House, Near Indian Oil Depot, Agling, Leh, U.T of Ladakh) up to 03:00 pm on dated 16.05.2020 and quotation will be opened on dated 18-05-2020 at 05.00 pm by Evaluation Committee constituted for this purpose in the presence of intending bidders. The cost of Earnest Money and Cost of Documents shall be in the form of Demand Draft/Pay Order in favour of the General Manager (P) NHIDCL payable at Gund, UT of J&K.

The document fee will be accepted in the form of DD in favour of General Manager(P) NHIDCL payable at Gund, UT of J&K(Non Refundable).

NHIDCL reserves the right to amend or withdraw any of the terms and conditions contained in the Bid Document or to accept or reject any or all the bids without assigning any notice or reason whatsoever and without incurring any liability to the effected bidders. The decision of the National Highways and Infrastructure Development Corporation Limited, Sonamarg in this regard shall be final and binding on all. No. of vehicles are tentative and may decrease/increase as per the requirement and any additional vehicle as per requirement may be hired in accordance with the terms and conditions of this contract (IF REQUIRED).

Sl. No.	Description	Period
1.	Date of issue of NIT	18.04.2020
2.	Date of Sale of Bid Documents	18.04.2020
3.	Date of close of sale of Bid Documents	15.05.2020 (1100 Hrs)
4.	Date of submission of Bid (hard copy)	16.05.2020 (1500 Hrs)
5.	Date of Opening of Technical Bids	18.05.2020 (1700 Hrs)

General Manager (P)

National Highways Infrastructure
Development Corporation Limited
PMU-Sonamarg, APCO Camp,
Gangir, Sonamarg, J&k
Email: nhidcl.sonamarg@gmail.com

QUOTATION NOTICE

Name of work:

Providing & supplying of commercial vehicle 1 No on monthly basis for NHIDCL Leh in the UT of Ladakh and U.T of J&K .

Bid Security	:	Rs 5,000/-
Cost of Bid Documents	:	Rs.500/-
Time Period	:	Three Years

1. Sealed quotations are invited from established, experienced, and reputed agencies/Individuals 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 on any working day from 18-04-2020 to 15-05-2020.
3. The duly filled quotation in sealed envelope shall be submitted in the office of the undersigned up to 03:00 pm on 16.05.2020 and quotation will be opened on 18.05.2020 at 05.00 pm by Evaluation Committee constituted for this purpose in the intending bidders.

General Manager (P)

National Highways Infrastructure
Development Corporation Limited
PMU-Sonamarg, APCO Camp,
Gangir, Sonamarg J&K
Email: nhidcl.sonamarg@gmail.com

Bid Security

1. The bidders shall furnish, as part of the quotation Earnest Money/Bid Security of the amount as specified in the documents.
2. The Earnest Money/ Bid Security shall be in the form of DD/Pay order in the name of General Manager, National Highways& Infrastructure Development Corporation Ltd (NHIDCL), Sonamarg, payable at Gund, U.T of J&K.
3. Any quotation not accompanied by an acceptable Earnest Money/Bid Security shall be rejected by the Employer as non-responsive.
4. The Earnest Money of successful bidders will be returned after 90 days.
5. The bids shall be valid for 90 days from the date on opening,

The Bid Security will be forfeited

1. If the bidder withdraws the Bid after its submission.
2. If the Bidder does not accept the correction of the bid price; or
3. In the case of successful Bidders, if the Bidders fail to sign the Agreement.

Name, Signature & Seal of Bidder

TERMS AND CONDITIONS

Name of work:

Providing supplying of commercial vehicle 1 No on monthly basis for NHIDCL Leh in the U.T of Ladakh and U.T of J&K.

1. The vehicle should be new or fresh and not more than 2 years old. The vehicles should be in good running condition during the contract.
2. The vehicles provided should have permit to travel in the UT of Jammu & Kashmir and UT of Ladakh as the vehicle may be used at any place within the UT of J&K AND U.T of Ladakh as well as in adjoining states as per the requirement of NHIDCL.
3. The vehicle provided should either be owned in the name of the applicant or may be hired from other sources. However, in case of hiring of vehicle from other sources, necessary documents need to be submitted. Once the bid is accepted, the service provider shall produce all original documents related to ownership/hiring of the vehicle from other sources for verification.
4. All necessary taxes for operating the vehicles should be fully paid and all necessary papers shall be provided in the vehicles as required by prevailing Motor Vehicles Act with comprehensive insurance cover for the vehicle.
5. This office reserves the right to use the vehicle round the clock without paying anything extra. NHIDCL will not be responsible for parking, accommodation and facility of meals for the driver and hence agency should make above arrangements on their own.
6. Agency shall make available drivers having valid driving license with no accident record.
7. The vehicle and driver provided with a vehicle shall not be changed or altered for entire agreement period unless approved/accepted by this office in writing.
8. 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.
9. In the event any vehicles being off the road for maintenance or on any other account of breakdown, the agency shall provide a substitute vehicle of same type immediately. If the substitute vehicle is not provided, NHIDCL reserves the right to hire a vehicle from the other sources and may deduct the same charges from the monthly bill of supplier/agency subject to maximum limit of Rs. 2500/- per day.
10. The Agency should ensure that sufficient fuel is always available at all times for travel minimum upto 300 Kms.
11. Vehicle can be withdrawn from usage and contract will be cancelled with one month of advance notice by either party i.e. Agency or NHIDCL.
12. The Agency should submit their bills in duplicate along with logbook within 1st week of every month for payment. Any statutory taxes such as TDS (IT) & TDS (GST) will be deducted and payments made.

13. A log book for the car in the format prescribed, for each of the journeys performed, duly signed by the office, would be maintained and submitted by the service provider along with the bills and duty slips.
14. The quoted rates for hire charges of vehicles with fuel and lubricants etc should be valid for a period of two years from the date of acceptance. No variation/revision in quoted rates on account of any increase in fuel or spares cost will be entertained.
15. The Agency should be able to supply the required vehicles within Four working days from the date of award of work.
16. The supply of vehicles is initially for duration of two year only from the date of signing of contract agreement. Vehicle may be continued beyond the stipulated period on the rates quoted & condition herein if required by NHIDCL and agreed by the bidder.
17. The successful agency/individual will submit a copy of the following documents for each vehicle before start of the work. Also original documents should be available all the time in the vehicle under the custody of concerned driver. All instructions of Government shall be followed for all vehicles.
 - Comprehensive Accident and workman Compensatory insurance policy coverage in respect of every employee employed by agency and third party liability as per rule valid for entire period of the contract.
 - Copy of RC Book/Registration of Vehicle.
 - Pollution Clearance Certificate.
 - Driving License of concerned driver.
 - Any other documents/permit required by UT administration of J&K & Ladakh for vehicle.
18. In case of breach of terms & conditions performance by agency and in case of rash/inappropriate driving, NHIDCL may terminate the agreement immediately without assigning reasons. Decision of NHIDCL is final and binding.
19. The vehicle should be registered along with all necessary documents i.e. valid insurance, road tax payment etc. The Driver should possess valid driving license and should be well dressed, experienced, mannered/ disciplined and adequately educated so as to maintain log book and maintain decency, politeness and good habits.
20. The Kilometre counting of the vehicle shall start from the designated office and shall end at the designated office. Odometer must be correctly calibrated at all times.
21. Department shall not be responsible for any damage to the vehicle in case of an accident or otherwise, theft of vehicle/ parts and accessories therein. Similarly, department shall not be responsible for any third party claims.
22. The successful bidder has to provide the vehicles as per requirements of the respective office. The number of vehicles may increase or decrease during the period of validity of the tender. Payment will be made on the basis of actual number of vehicles hired and operated during the relevant month/period.
23. The vehicles will be operated in AC mode.
24. An agreement/ contract will be signed with the successful bidder within 07 (seven) days of issue of award letter.

25. The bidder should have the experience of similar works in any of the Department /Reputed Private Companies /Autonomous Institutions/Universities/Public Sector Undertakings of the State Government or Government of India.
26. The service provider should give an undertaking that he or his firm has not been black listed by any Organization/Government department as on the date of submission of the bid.
27. The “service provider” should keep the Vehicles in good condition with clean interior & exterior and good upholstery all the time.
28. The vehicle shall be provided on any day including Sunday and Holidays, if required by the NHIDCL with no extra charges.
29. The service provider/driver should have a mobile telephone for contact round the clock. Cost & Bills will be borne by the service provider.
30. Once hired, the vehicle will not be put to use for other purposes, and the vehicles and drivers will work under the overall supervision of the department for which they will do all as is necessary.
31. In order to ensure day to day functionality of NHIDCL, once hired, service provider shall not keep changing or rotating vehicles and drivers, except if the NHIDCL so indicates in the case of eventuality or unsuitability and vehicle could be used without any driver for other purposes if need arises.
32. It is clarified that the engagement of service provider for providing vehicle on contract basis does not in any manner confer any right on the service provider or any other person/driver may be deployed by her/him in this office to claim any regular employment in this office or any government office. The owner/service provider will be solely responsible for all wages/dues to the driver and to follow all the rules/provisions as per the law. This Office/Department shall not be responsible for any dispute/liability whatsoever in this regard.
33. In case of any accident, any and all the claims and damages arising there from shall be met by the service provider. The department shall not have any liability/Responsibility in this regard either for the driver, commuter vehicle or the third party.
34. The service provider shall undertake to indemnify the Department against all damages/charges arising on account of or connected with the negligence of the service provider or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof.
35. The Department reserves the right to reject the services of vehicle for a particular day in case of delay for non provision of vehicle in time. In case it is seen that the driver or the vehicle are unsuitable, NHIDCL reserves right to terminate the agreement immediately.
36. The vehicle can be used to travel anywhere in J&k, Leh, Ladakh and adjoining states and UT's as per requirement of NHIDCL and as per the way . The driver needs to be skilled and have experience in hill driving.
37. Additional accessories for the vehicles for running in snow bound region will be provided by the service provider at his own cost and no extra payment will be made in this regard.

38. 'Vehicle or equivalent' means an equivalent vehicle which costs same or more than the vehicle required.
39. NHIDCL will pay Rs 200/- for night halt at outstation with vehicle and Rs.100/- for local night halt beyond 12 Hours to the driver directly.
40. The agency should quote their rates on monthly basis i.e. per vehicle per month. In case, travel less or more than 3000 Kms for a vehicle in a month .The payment of extra Kms will be made after completion of contract or one year whichever is earlier or as per the will of NHIDCL. The payment of extra Kms will be made on pro rata basis as work out in relation to the monthly amount quoted for particular vehicle category and taxi union approved rates.
41. Bid Security:
- ✓ The bidders shall furnish, as part of the bid, an Earnest Money/Bid Security of the amount as specified in the documents.
 - ✓ The Earnest Money/ Bid Security shall be in the form of DD in the name of Executive Director (P), NHIDCL payable at Jammu.
 - ✓ Any bid not accompanied by an acceptable Earnest Money/Bid Security shall be rejected by the Employer as non-responsive.
 - ✓ The Earnest Money of successful bidders will be returned within 90 days.
 - ✓ The bids shall be valid for 60 days from the date on opening.
 - ✓ The Earnest Money of unsuccessful bidders will be returned after award of work or 30 days from opening of financial bid whichever is earlier.
42. The Bid Security/EMD will be forfeited:
- ✓ If the Bidder withdraws the Bid after its submission.
 - ✓ If the bidder does not accept the arithmetic correction of the bid price.; or
 - ✓ If the successful Bidder fails to sign the Agreement.
43. The vehicle should be provided with name plate of NHIDCL, as approved by NHIDCL. Once the name board is fixed, it shall be exclusively in the custody of NHIDCL for all the time and for all the purposes.
44. In case the agencies/individual fails to comply above conditions, the bid is liable to be rejected.
45. The quoted rates for hire charges per month include salary of the driver per month, cost of all lubricants, routine maintenance, toll tax, Parking Charges if any including cost of spares etc and any other incidentals as required. The quoted rate shall be inclusive of GST and all other taxes, if any.
46. The payment will be made on monthly basis within 10 days after submission of bill. However in unforeseen circumstances, if the payment is not made in time the company shall not pay any interest on late payment and vehicle services shall be continue.
47. Retention money @ 5% of total bill value will be deducted from each bill up to a maximum ceiling of Rs. 15,000/- per vehicle or as per the will of employer/NHIDCL. Retention money will be forfeited in case of breach of terms of conditions of the contract. Retention money will be released after completion of contract or 11 months whichever is later, without any interest.

Name, Signature & Seal of Bidder

PROFORMA FOR QUOTING RATES

Name of work:

Providing supplying of commercial vehicle 1 No on monthly basis for NHIDCL Leh in the U.T of Ladakh and U.T of J&K.

Name and Address of the Companies/Firms/ Agencies/Individual :

Contact Details (Mobile No. & E-mail ID) :

Sl. No.	Type & Location of Vehicles	Unit	Rate be quoted by the Bidder (Per Vehicle max. up to two decimal)	
			In Figure	In Words
	Providing running and maintenance on monthly basis (Travel upto 3000Kms per month) as per terms and conditions.	No. of Vehicles		
1	Vehicle Name for Leh: (a) Scorpio(4x4)/ISUZU(4x4)/TATA Safari(4x4)/ JEEP (4x4)	1		

Note:

1. The lowest bidder for contract is the one who quotes lowest cost per vehicle. The agency should quote their rates on monthly basis i.e. per vehicle per month. In case, travel less or more than 3000Kms for a vehicle in a month the remaining/extra Kms shall be adjusted in contract period (previous or successive months). The payment of extra Kms will be made after completion of contract or one year whichever is earlier. The payment of extra Kms will be made at the rate of Taxi union approved rates per vehicle irrespective of vehicle type .
2. The total amount quoted in words shall be the sole guided factor for financial evaluation of bidders.

Signature of authorized person with Date & Seal_____

3. Terms & conditions shall be the part of bid and hence shall be duly signed by the Bidder.
4. The quoted rates for hire charges per month include salary of the driver per month, cost of all lubricants, routine maintenance, toll tax, Parking Charges if any including cost of spares etc and any other incidentals as required. The quoted rate shall be inclusive of GST and all other taxes, if any.

5. The payment will be made on monthly basis within 10 days after submission of bill. However in unforeseen circumstances, if the payment is not made in time the company shall not pay any interest on late payment and vehicle services shall be continue.
6. Retention money @ 5% of total bill value will be deducted from each bill up to a maximum ceiling of Rs. 15,000/- per vehicle or as per the will of authority. Retention money will be forfeited in case of breach of terms of conditions of the contract. Retention money will be released after completion of contract or 11 months whichever is later, without any interest.

Signature of authorized person with Date & Seal_____

Name & full address _____
