



ICAR-NATIONAL DAIRY RESEARCH INSTITUTE  
(Indian Council of Agricultural Research)  
KARNAL-132001 (Haryana) INDIA



F.No. [NDRI/Purchase/HiringVehicle/20-21](#)

Date: 27<sup>th</sup> March 2021

## E-TENDERS NOTICE INVITING (NATIONAL COMPETITIVE BIDDING)

### Online bids are invited on Two bid system for “ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES”

Tender documents may be downloaded from NDRI web site [www.ndri.res.in](http://www.ndri.res.in) (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET as under:-

#### CRITICAL DATE SHEET

Published Date	27.03.2021 (4.30PM)
Bid Document Download / Sale Start Date	27.03.2021 (4.30PM)
Bid Submission Start Date	27.03.2021 (4.30PM)
Bid Submission End Date	20.04.2021 (4.30PM)
Bid Opening Date	21.04. 2021 (5.00PM)
Place of opening of Technical bid	Chamber of Administrative Officer (P)
Address for communication	Purchase Section, ICAR-NDRI, Karnal-132001

1. On behalf of Director, ICAR-NDRI, Karnal, Electronic Quotations/tenders under Open tender enquiry, Bids are invited from the registered firms/their authorized dealer registered on portal etc. for the Rate Contract for Hiring of Vehicles. The Quotations/bids duly sealed/signed & completed in all respect should be submitted with scan documents online at CPPP **latest by 4.30PM on 20.04.2021.** The incomplete Quotations/bids will be treated as rejected. The Quotations received after stipulated date & time will not be considered & rejected, and no correspondence in this regard will be entertained.
2. The Tender form/bidder documents may be downloaded from the <https://eprocure.gov.in/eprocure/app>. **Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory.** Manual/Offline bids shall not be accepted under any circumstances. However, for the purpose of realisation, **the bidder has to submit the sign “Bid Security Declaration”** excepting that if they withdraw or modify their bids during period of validity etc. They will be suspended for the time specified in the tender documents.

3. Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director, ICAR-NDRI, Karnal reserves the right to accept or reject any or all the tenders.

5. The firms are required to upload copies of the following documents:-

• **Technical Bid**

- i. Scanned copy of **Bid Security Declaration**.
- ii. Scanned copy of firm's Registration, PAN Card & GST Certificate.
- iii. Scanned copy of an undertaking stating that if the information/declaration/scanned documents furnished in respect of eligibility criteria are found to be wrong or misleading at any stage, the firm will be liable to punitive action.
- iv. Scanned copy of Certificate of Non-Blacklisting/ Not Banned/Temporarily suspended by any Govt. Deptt. / Organizations.

• **Financial Bid:-**

Financial bid should be quoted as per BOQ.

6. The Bidders may submit their Techno-Commercial bids and price bids online on the portal of CPP. No conditional bids shall be allowed/ accepted. Bidders will have to upload scanned copies of various documents required for their eligibility and all other documents as specified in NIT, techno-commercial bid in cover-I, and price bid in Cover-II. To enable system generated techno-commercial and price comparative statements, such statement may be submitted in Excel formats strictly. The bidder will have to give an undertaking online that if the information/declaration/scanned documents furnished in respect of eligibility criteria are found to be wrong or misleading at any stage, they will be liable to punitive action. The bidder has to submit the sign "Bid Security Declaration" excepting that if they withdraw or modify their bids during period of validity etc. They will be suspended for the time specified in the tender documents.
7. The Financial Bid of the Technically Qualified bidders only will be opened after short listing of techno-commercially acceptable bidder with due information through system generated emails & SMS alerts.
8. **Bid Opening:** Both the techno-commercial and price bids will be opened online by the bid openers mentioned at the time of creation of the tender online. Relevant bidders can simultaneously take part in bid opening online and can see the resultant bids, of all bidders. The system automatically generates a technical scrutiny report and commercial scrutiny report in case of the techno-commercial bid opening and a price comparative statement in case of price bid opening which can also be seen by participating bidders online.
9. The vehicles are required for transportation purpose from :-
- a) KARNAL TO PANIPAT & BACK
  - b) KARNAL TO IGI AIR PORT, NEW DELHI / OTHER PLACES IN DELHI & BACK
  - c) KARNAL TO OTHER PLACES, if required

## 10. Terms & Conditions:-

- a) The firm should have Karnal based proof, which may be provided in the form of any Rate Contract awarded by any Karnal based Govt. organization which should be at least for one year.
- b) In case of CNG vehicles, it should have valid registration of CNG vehicle and the CNG should be company fitted only.
- c) The night charges will be applied if the vehicle is used between any periods from 11.00P.M. to 5.00A.M.
- d) Firm has to provide as many vehicles as demanded, even on short notice. In case of failure of the contractor, necessary action, as deemed fit, will be taken.
- e) The firm has to comply GST provision and must have GST Registration.
- f) The contractor cannot change the rate of vehicles during the contract period.
- g) The contract termination at any time, without assigning any reason, is at the sole discretion of the Director, NDRI, Karnal.
- h) The driver should be experienced and should possess valid driving license of at least 3 years old and without any adverse marking/remarks thereon.
- i) The vehicles are to be supplied and work has to be executed strictly as per the satisfaction of user.
- j) The vehicle should be in good running condition and should not be more than 05 year old.
- k) **The vehicles should be commercial vehicle, insured and registered with Company/RTO.**
- l) Toll tax & parking charges will be paid by NDRI, Karnal along with bills.
- m) The vehicles provided must be clean, with proper seats and seat belts. **The tyres of such vehicles must be in good condition.**
- n) No on-way stop is allowed except as desired by the user.
- o) The Institute is not liable to attend any Challan of the firm's vehicle and its related expenses.

## 11. Price structure & Financial Evaluation:

The rates are to be filled in the Bill of Quantity for each category of vehicle and GST applicable shall be mentioned. The rates quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including stator variations, if any. **For the price comparison to select the lowest bidder (L-1 bidder), the average of prices quoted for all three categories by bidders will be compared. The L-1 bidder selected on the basis of average pricing would be asked to submit a fresh price quotation providing the lowest quoted rate by vendors for different category of vehicles. The bidders quoting the partial categories of vehicles will be summarily rejected.**

12. **Terms of Payment:** Bill basis after satisfactory services/work verified by the concerned user.
13. **Paying Authority:** Comptroller, NDRI, Karnal – 132 001.
14. **Liquidated Damage Clause:** While providing vehicle, it must be ensured that the terms & conditions of the rate contract are scrupulously follow, in case of deviation, such as delay in reporting or reaching destination, liquidated damages ranging from Rs.500/- to Rs.2000/-, depending upon the severity of the case, will be deducted at the discretion of the Direction, NDRI, Karnal.

## 15. Dispute Resolution Mechanism:

If any dispute or difference of any kind arises between the purchaser and the supplier in connection with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the disputes or differences by such mutual discussion **within 30 days**, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration will be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect

- will be as per the Indian **Arbitration act, 1996**. The **venue** of the **arbitration** shall be the place (i.e. **NDRI, Karnal**), from where the contract is issued.
16. In case of any Legal Dispute, the jurisdiction will be at Karnal.
17. You are also required to fulfill the following conditions and also furnish the required details as indicated in subsequent paragraphs.
- Please state whether business dealings with you presently stand banned by any Government organization; and, if so, furnish relevant details.
  - The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English. The quotation and all correspondence and documents relating to the quotation exchanged between the bidder and the purchaser may also be written in Hindi language, provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
  - The contract shall be governed by the laws of India and the interpreted in accordance with such laws.
  - The quotation / offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offer.
  - Alternate/ conditional/ Optional bids will not be accepted.
18. Notwithstanding the above, the purchaser, reserves the right to accept or reject any quotation or annul the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.
19. **Before award of contract, the successful Bidder will have to deposit Performance Security of Rs.15,000/- in the form of an Account Payee Demand Draft/ Fixed Deposit Receipt, Bank Guarantee from a Commercial bank or online payment valid upto fourteen months from the date of award of rate contract.**

- NOTE:-**
- GST, if applicable, or as the case may be will be paid.**
  - Regarding Hindi Version of the Tender,**

"Secretary TOLIC Karnal" <tolic.karnal.ndri@gmail.com>  
**may be contacted.**

**(Rajbir)**  
**Assistant Administrative Officer (P)**