



भारतसरकार,
वाणिज्य एवं उद्योगमंत्रालय, वाणिज्य विभाग
विकासआयुक्त का कार्यालय
नौएडाविशेषआर्थिक क्षेत्र
नौएडादादरीरोड, फेस. II, नौएडा. 201305, जिलागौतमबुद्ध नगर
Government of India, Min. of Commerce & Industry, Deptt. of Commerce,
Office of the Development Commissioner
NOIDA SPECIAL ECONOMIC ZONE
Noida Dadri Road, Phase-II, NOIDA-201305, Distt. Gautam Budh Nagar (UP)

F.No. NSEZA/04/2017

Dated: 28.12.2017

NOTICE INVITING e-TENDER

E-Quotations are invited for hiring of vehicles from the vehicle providers under for the Office of Development Commissioner, NSEZ, Noida-201305.

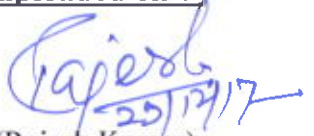
S.No.	Category	Nos. of vehicles Required	Remarks
1.	Mid-Size Diesel Car or Equivalent [Taxi & Public Transport] with Driver, fuel and operation & Maintenance cost	02	To be used up to 26 days/2500 kms in a Month; 10hrs a day. [For Extra running extra charges]

1. The interested tenderers are requested to submit their bids mentioning therein the price to be charged by them in **Annexure-B**.
2. In accordance with Rule 16(1) (6) of the IG ST Act 2017 supply of goods or services or both to a Special Economic Zone developer is "zero-rated supply". NSEZ Authority is a Developer and hence IGST is "zero rated".
3. The firm should submit a list of at least 02 clients covering Government, Public and Private Sectors undertaking.
4. The firm should be registered with Income Tax Department and have a PAN/GIR/IGST Registration No.
5. The firm should be operational in Delhi NCR.
6. Interested transporters/firms/agencies should submit their Technical & Financial bids on or before **12.01.2018 at 03.30** on e-tender module available on the website www.nsez.gov.in.
7. Last date for submission of tender is **12.01.2018** which will be opened at **03:30 pm** in the Conference Hall of NSEZ Service Centre Building in the presence of the parties or their Authorized representative(s) who wish to be present at the time of opening of the tender. The Chairman & CEO, NSEZ Authority, Noida reserves the right to accept or reject any or all tenders without assigning any reason. Tenders received after last date and time as indicated herein above Para will not be considered.
8. The Earnest Money Deposit of Rs. 10,000/- (Rupees Ten thousand only) (Refundable, if the bid is not successful) in the form of Demand Draft/Bankers Cheque in favour of "NSEZ Authority" payable at Noida is to be submitted at the time of submission of tender in a separate envelope bearing the Name of the bidder and marked "Bid Security". Bids without the EMD shall be treated as void and will not be considered for opening. The tender without EMD and in any other form than prescribed will not be considered.



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9. Incomplete, ambiguous and conditional tenders will not be entertained.
10. The bidder should submit the certificate of authorization of the Authorized Signatory/ies. (applicable in case of the Association of Person/Company/ Partnership firm)
11. The Committee may, if so desired, relax/amend one or other condition to determine eligibility of the bidder, without assigning any reason, thereof. Any enquiry, after submission of the bid, shall not be entertained.
12. In case of the withdrawal of the bid, the EMD will be forfeited.
13. The successful bidder shall be required to deposit performance security 10% of the total tender cost.
14. The successful bidder shall be required to physically produce the vehicle for inspection and the decision as regards the satisfactory condition of the Vehicle by the Development Commissioner, NSEZ shall be final. The terms and conditions are enclosed herewith.
15. Whenever, NSEZ requires extra vehicle, the awardee tenderer will have to provide on terms and conditions mentioned in the tender.
16. The detailed terms & conditions are enclosed with this Notice.
17. The format of Pre-Qualification/Technical bid is appended at "**Annexure-A**".
18. The format of financial bid is appended at "**Annexure-B**"- should be **uploaded on e-tender module available on website.**


(Rajesh Kumar)
Estate Officer

Copy to:-

1. Notice Board, NSEZ and NSEZ website
2. Sr. Account Officer, NSEZ



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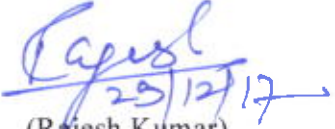
TERMS AND CONTITIONS

1. The tenderer should have a registered Car rental/Travel Agency/ Firm having latest models of Vehicles for hiring.
2. The Vehicle proposed to be given to the Chairman & CEO, NSEZ Authority, NSEZ, Noida under this tender should not have been manufactured before the 1st January, 2016 and should not have run for more than 20,000/- Kms and **should have been registered as Taxi/public transport.**
3. The driver employed should have a valid Driving License and the vehicle should be registered with the concerned Authority of Central/State Government. The tenderer shall provide a certificate to this effect.
4. The tenderer should have adequate number of telephones for establishing contact round the clock. The driver shall observe all the etiquette and protocol while performing the duty and should always be in neat & proper uniform i.e. Shirt with white trouser and Black shoes and must carry a mobile phone in working condition for which, no separate payment shall be made by the Chairman & CEO, NSEZ Authority, NSEZ, Noida.
5. The billing will be done on monthly basis, preferably typed and in triplicate, submitted to this office in the 1st week of each month.
6. A daily record indicating time and mileage for the vehicle shall be maintained in a log book and log book shall be submitted to the designated officer, NSEZ, Noida regularly for scrutiny and countersigning.
7. The hiring charges shall be on the basis of zero based mileage i.e. mileage starting/ending from the reporting place to the relieving place.
8. Once the hiring of Car from a particular operator, the Car and Driver should not be changed unless requested by the Chairman & CEO, NSEZ Authority, NSEZ, Noida. The vehicle must be available at any time any day as desired by the officers considered.
9. The Chairman & CEO, NSEZ Authority, NSEZ, Noida, shall be liable to pay the hiring charges only and other liabilities like monthly charges of Driver, Repair and Maintenance of Vehicle, Insurance, Petrol/Diesel, Oil and any other incidental expenses etc. shall be borne by the tenderer. The liability of the NSEZ is limited to the contract value only.
10. In case of breakdown of any vehicle during Official duty, it shall be the responsibility of the firm to provide a substitute vehicle replacement immediately. In case vehicle does not report on time/ does not report at all, the Chairman & CEO, NSEZ Authority, NSEZ, Noida would have a right to hire a vehicle from the market and the additional cost incurred by the Chairman & CEO, NSEZ Authority, NSEZ, Noida will be borne by the tenderer.
11. The contract will be valid for the term of 12 months from the date of award the contract and if the services rendered by the tenderer are found satisfactory, then



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- the contract would be considered for the further extension of period as may be agreed upon and with the mutual consent of the parties.
12. In case of the services rendered by the contractor found unsatisfactory, the Chairman & CEO, NSEZ Authority, NSEZ, Noida is entitled to terminate the contract by giving one month prior notice to the contractor. The contractor will have no claim for compensation, for any loss sustained by him owing to such action. If the contractor fails to provide the services on more than one occasion, in that case, the NSEZ reserves the right to terminate the contract without giving any prior notice to the contractor.
 13. Earnest Money Deposit shall be forfeited if the successful bidder refuses or neglects to execute the contract or fails to comply with the conditions of the tender or withdraws his bid during the tender period.
 14. The Chairman & CEO, NSEZ Authority, NSEZ, Noida reserves the right to reject all or any of the offers or accept more than one offer without assigning any reason whatsoever.
 15. In case of any dispute of any kind and in any respect whatsoever, the decision of the NSEZ, Noida shall be final and binding.
 16. On awarding the contract, the contractor has to furnish to NSEZ, Noida the certified copies of RC books and the comprehensive Insurance Policies.
 17. In the case of any Accident, all the claims arising out of it shall be met by the tenderer.
 18. The tenderer and driver shall be bound to carry instructions of the NSEZ, as well as of the Officers assigned to the vehicle.
 19. **A penalty of Rs. 1000/- per day per vehicle may be levied if any vehicle fails to meet above terms & conditions on any day.**
 20. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by the NSEZ, whose decision shall be final and conclusive.
 21. No additional terms & conditions over and above the conditions stipulated above shall be entertained by this office.
 22. The format of Pre-Qualification/Technical bid is appended at "**Annexure-A**".
 23. The format of financial bid is appended at "**Annexure-B**".
 24. Technical and Financial bids are to be uploaded on the website of NSEZ.
 25. Financial bid will be examined on the basis of charge quoted for 26 days/2500Km in month and 10 hrs daily and the rate quoted for extra Kilometer and extra hours beyond 2500 KM and 10 hrs respectively.


(Rajesh Kumar)
Estate Officer



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ANNEXURE-A

(I) PRIMARY DETAILS:

1. Name of the Agency
2. Office Address
3. Contact telephone No.
4. Contact Mobile No.

(II) PRE-QUALIFICATION DETAILS [Documents to be uploaded on the NSEZ website]:

1. If the Tenderer is a Firm/ Company (Attach proof)
2. Registration with GST (Attach proof)
3. The tender is duly signed with seal of company/firm (Yes/No)
4. The "financial Bid" is enclosed in separate sealed envelope (Yes/No)
5. List of at least 02 clients covering Govt., Public and Private sector undertakings (Attach proof)
6. Self-declaration to the effect that they have not been black listed by the Government or any Public and Private sector undertakings.
7. The firm should be operational in Delhi-NCR (Attach proof)
8. Earnest Money Deposit in the form of bank draft of Rs. 10,000/- in favour of the "NSEZ Authority" payable at Noida (Attach Demand Draft)
9. Name of the responsible authorized representative of the firm with address & Mobile No.
10. The firm should submit following declaration :

"I/We hereby declare that all the terms and conditions of tender document has/have been read by me I us and I/We accept all the terms and condition mentioned in the tender and shall comply with them strictly."

Date.....

Name & Address of tenderer with seal
and signature



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ANNEXURE-B

This format dully filled should be uploaded on e-tender module available on website www.nsez.gov.in in the name of "Financial Bid".

(I) PRIMARY DETAILS:

1. Name
2. Address
3. Telephone No.
4. PAN No. (Attach proof)
5. GST Registration number :

(II) FINANCIAL BID FORMAT:

S. No.	Make of Car/ Model/Registration No.	Fuel Type (Petrol/ Diesel)	Rate for 26 days/ up to 2500 KM/ 10 hrs (including fuel & driver)** [IGST "Zero rated"]	Extra Charge Per Km (In Rs.) beyond 2500 KM in a months	Extra charge per hrs beyond 10 hrs in a day

**** The quoted fee should be inclusive of all expenses**

"I/We undertake that the rates quoted above by me/us will not change during the Contract period and accept the payment schedule as described in the appropriate column"

Date.....

Name & Address of tenderer with seal and signature