



NATIONAL PROJECTS CONSTRUCTION CORPORAION LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE)

UP ZONAL OFFICE: WA-61A, Sector-135, Noida-201304

TENDER DOCUMENT

FOR

**HIRING OF SUV DIESEL CAR (AC) FOR OFFICIAL WORK AT UP ZONAL OFFICE, NOIDA
(MODEL NOT OLDER THAN YEAR 2016)**

REF: NIT NO: - UPZ/204/Hire Vehicle/

Date: /04/2018

ISSUED TO.....

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Cost of tender document Rs.100 (Rupees One Hundred) Only

Received vide Recpt. / D.D No..... Dated

Issued By.....

N.P.C.C Limited,

UP Zone,

Noida-201304



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Notice Inviting Tender

Ref. No: - UPZ/204/Hire Vehicle/55

Date: 12/04/2017

Sealed tender is invited by the Zonal Manager, UP Zone, NPCC Ltd. from owner/agencies for Hiring of SUV Diesel Car (AC) for official work at UP Zonal office on monthly basis.

Sl. No.	Name of work	Period for which the vehicle to be provided
1	Hiring of one no.SUV type Diesel vehicle (AC) with Driver for official work at UP Zonal Office, Noida. (Model not older than year 2016)	12 months

Cost of tender document : - Rs. 100.00 (Rs One hundred) only

Sale of tender document : - 12.04.2018 to 01.05.2018 (11 AM to 4 PM)

Date of submission of tender document : - **02.05.2018 upto 3.00PM**

Date of opening of tender document : - **02.05.2018 at 3.30 PM**

Detailed tender paper etc. will be issued on application from the Zonal office of the Corporation at the above address on date as mentioned above between 11.00AM & 4.00PM (except Saturday and other holidays). Tender paper will be sold on payment (non refundable) in cash or DD in favour of NPCC Ltd. payable at Noida for each tender. In case due to any reason the office remains closed on the last day of sell or submission of tender document, the tender will be sold/received and opened respectively in the next working day.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

General Manager
UP Zone, Noida

CC:-

1. Sr. Manager (C) / Works, NPCC Ltd., UP Zonal Office, Noida- 201313.
2. Asstt. Manager (F), NPCC Ltd., UP Zonal Office, Noida-201313.
3. Notice Board



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Instructions to Bidders

A tender once submitted shall not be withdrawn within a period of 30 days from the day of opening of the tenders. If a tenderer withdraws his tender his earnest money deposit shall stand forfeited and he shall render himself liable to be debarred from submitting any tender for works under NPCC LTD for a minimum period of one year. Interested Bidders should submit sealed tender bid viz. Price Bid including following documents:

- a) EMD of Rs. 1000.00(One thousand) only in the form of Demand Draft or pay order or FDR in favour of **NPCC Ltd.** payable at **Noida** from any Schedule Bank.
- b) Duly attested and stamped photo copies of PAN, GST Registration No. (mandatory in case of corporate bidders), road permit, RC Book, Driving license, valid insurance certificate/document, pollution control certificate and other statutory certificate.
- c) The Price Bid in Original duly filled and signed should be submitted in separate envelope & superscribed as:-“Price Bid for Hiring of SUV Diesel Car (AC) for official work at UP Zonal Office, Noida”.

All above should be enclosed in an outer cover sealed and superscribed as: “**Hiring of SUV Diesel Car (AC) for official work at UP Zonal Office, Noida**”

1. The Tenders should be addressed to: **The Zonal Manager , NPCC Limited, WA-61A, Sector-135, Noida-201304.**
2. Offers without submitting of EMD amount shall be liable for rejection outright. EMD of unsuccessful bidders shall be refunded after finalization of the tender. EMD of successful bidder shall be adjusted against the security deposit and shall be refunded after successful completion of the contract.
3. The Bidders shall clearly mention the name of their firm /organization on the left hand side bottom of the tender envelope. Postal delay/Late submission is liable for rejection.
4. Rate should be quoted inclusive of all charges like road tax & other taxes, insurance premiums, payments to driver (and leave reliever) considering 10 hours working per day (subject to increase of working hours depending upon exigency of work), maintenance cost & other running costs. Parking fees/charges, toll taxes will be reimbursed separately on submission of receipt/bills.
5. Tender inviting authority reserves the right to accept or reject any or all offers at its sole discretion without assigning any reason whatsoever and the same will be binding on all the parties.

General Manager
UPZ, Noida.



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GENERAL TERMS & CONDITIONS OF TENDER FOR HIRING OF VEHICLE.

1. The vehicles offered SEDAN/SUV Diesel Car (Latest Version -2016 Onwards) should be in a good condition and road worthy. Satisfactory condition of vehicle to be shown before issue of work order and order may be rejected if found unsatisfactory. However, any bidder willing to provide vehicle of any higher model (Diesel) can also be participated.
2. The Driver to be provided with the vehicle & should possess valid driving license issued by the concerned RTO.
3. Photo copies of road permit, RC Book, Driving license and valid insurance certificate/document should be available in the vehicle at all times.
4. The rate quoted by the agency shall be deemed to inclusive of all taxes applicable under the existing laws or levy by Govt. authorities. **Toll Tax, Parking & GST** will be reimbursed as per actual.
5. Payment will be made by NEFT's/RTG's after satisfactory completion of works.
6. Rate should be quoted on **monthly hire charge basis** including Driver, all Taxes etc. and **upto 2500km. run**. The hire charge includes the wages of driver and maintenance of the vehicle.
7. POL (Diesel) will be supplied by NPCC Ltd. with an average of 10(Ten) KM/Lit. run / as per actual, whichever is lesser cost.
8. **Extra Km. beyond 2500 km.** run will be reimbursed @ **₹5/- per km.** which will be includes all costs including Driver remuneration, all taxes excluding GST etc. complete.
9. In case of any extra consumption of fuel/lubricants as indicated above the same shall be recovered from monthly bill of owners at market rate.
10. Any other lubricants needed will have to be arranged by the owner at his own cost.
11. In case of breakdown of the vehicle, owner will provide a substitute vehicle at the same rate. In case of absence of vehicle, the owner shall arrange alternate vehicle to the Corporation.
12. Duty Hours will be from 9:00 AM to 7:00 P.M, i.e. 10 hrs. or as and when required. No overtime in this regard will be paid by the Corporation.
13. Income Tax shall be deducted on the monthly bill as per Income tax Act, 1961/Govt. Rules.
13. The hire charges shall include the wages of driver as per minimum wages act UP. Govt. and submission of EPF/ESIC if applicable shall be contractor's responsibility.

14. Offer is being invited for a period of Twelve months. However Corporation reserves the right to cancel the Work Order after giving 15 (Fifteen) days notice to the owner without assigning any reason thereof or on poor performance. Similarly, the order can also be extended with the consent of both parties.

15. The vehicle will be parked at Office premises or as directed, at owner's own risk & to be considered as the official garage. However, starting/closing kilometre reading shall be considered from UP Zone, Noida.

16. The successful tenderer has to ensure proper upkeep of the vehicle with neat upholstery & in good condition. The driver should be properly dressed, well mannered with mobile phone. All repair and maintenance (Minor & Major) of the vehicle, Lubricants, all statutory and other liabilities shall be the sole responsibility of the owner.

17. The lowest bidder has to produce all the original documents for verification before Engagement of vehicle.

18. One OFF DAY, generally Sunday shall be provided in a week for repair & maintenance of the vehicle. No payment will be made for the days in which the vehicle remained absent.

19. The Driver and Owner should ensure to maintain a Log Book indicating commencing/starting time, closing time and number of KMs travelled and counter signature should be obtained from the officers/s that use the vehicle for the official purpose.

20. The successful tenderer will be intimated details of timings to render their service on all working days separately at the time of awarding the contract.

21. Under no circumstances, the participating bidders are entitled to alter their tender after acceptance of the tender.

22. Conditional offer will be summarily rejected.

23. Security deposit @ 5% of the bill amount will be deducted from each RA bill. Security deposit shall be released after completion of the work/contract.

24. Further, any corrigendum/addendum/errata etc. in respect of above notice shall be made available in our official web site **Error! Hyperlink reference not valid.** & www.npccindia.com only. No further press publication shall be made in this regard. Hence applicants are advised to visit our web site regularly for any amendment/corrigendum/addendums in this regard.

General Manager
UP Zone, Noida



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PRICE BID

S.No.	Name of work	Hire Charge per Month (Rs.)
1	Hiring of SUV Diesel Car (AC) with Driver for official work at UP Zonal Office, Noida. In Fig.:	
	(Model Not Older than year 2016) In Words:	

NOTE: -

- BIDDERS ARE TO QUOTE THEIR RATE IN THIS PAGE ONLY
- GST WILL BE PAID EXTRA AS PER GOVT. RULES.

Signature and stamp of Bidder