

File No: NIT/ANDHRA/ESTATE/MARCH/HIRING VEHICLES /2021-22/03

Date: 11.03.2022

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.



National Institute of Technology- Andhra Pradesh,
Beside Chennai - Srikakulam Highway, Near Kadakatla,
Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.

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Contents:

Description	Page No.
TENDER NOTICE	03
TIME SCHEDULE	04
BID	06
STATEMENT RELATED TO BIDS	07
SCOPE OF WORK	08
ELIGIBILITY CRITERIA	08
GENERAL CONDITIONS OF CONTRACT	09
METHOD OF SUBMISSION OF BIDS	11
EVALUATION PROCEDURE	12
TIE BREAKING PRECEDURE	13
DECLARATION	16
CHECKLIST	17
PRICE BID	18

Tender Notice



NIT Andhra Pradesh, Tadepalligudem

File No: NIT/ANDHRA/ESTATE/MARCH/HIRING VEHICLES/2021-2022/03

Date: 11.03.2022

Box Tenders/Open Tenders are hereby invited from reputed Registered Firms/Agencies/Contractors/Suppliers for the below,

“Rate Contract for Hiring Vehicles at NIT Andhra Pradesh, Tadepalligudem”.

Tender Schedules can be downloaded from Central Public Procurement Portal and NIT-Andhra Pradesh website from **11.03.2022** onwards.

The last date for submission of tenders is 04.04.2022 up to 03:00 PM.

For further details regarding Tender notification & specifications, please visit www.nitandhra.ac.in
[.https://eprocure.gov.in](https://eprocure.gov.in)

Date: 11.03.2022
NIT Andhra Pradesh,
Tadepalligudem.

Time Schedule of various tender related events

RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.

Bid Document downloading Start date/ Time	11.03.2022
Bid Document downloading End Date / Time	04.04.2022 up till 10.00 AM.
Pre-Bid meeting	21.03.2022 at 03.00 PM.
Last Date and Time for receipt of Bids	04.04.2022 at 03.00 PM.
Bid Opening Date/Time	04.04.2022 at 03.30 PM.
Contact Person	The Executive Engineer, NIT Andhra Pradesh, Tadepalligudem. Email: ee@nitandhra.ac.in with CC to purchase@nitandhra.ac.in & dean_pd@nitandhra.ac.in
Reference No:	NIT/ANDHRA/ESTATE/JANUARY/HIRING VEHICLES/ 2021- 2022/03, date: 11.03.2022

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ee@nitandhra.ac.in on or before **21.03.2022**. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (TenderRef.)	Clause (Tender Ref.)	Description (TenderRef.)	Query

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT-Andhra Pradesh website (www.nitandhra.ac.in) and <https://eprocure.gov.in>. The Bidders are advised to check NIT-Andhra Pradesh website and Central Public procurement portal regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of bid only shall be considered.

**I/C REGISTRAR
NIT-ANDHRA PRADESH**

BID

File No: NIT/ANDHRA/ESTATE/JANUARY/HIRING VEHICLES/2021-2022/03

Date: 11.03.2022

Sub: RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed registered Firms/Agencies/Contractors/Suppliers in the relevant experience. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website and Central Public procurement Portal.

The attested copies of all the documents of bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favor of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or firm/contractor/Private Limited, whose past performance with NIT-Andhra Pradesh was found poor due to delay in similar nature of experience and those with failures, and also against whom there have been adverse reports of sub-standard quality, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

1	Name of the Tender	RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUDEM
2	Type of Bid	Single bid system
3	Contract period	One Year with the effect from date of commencement of agreement
4	Earnest Money Deposit (EMD)	Rs.10,000/- in the form of a Demand Draft from a Nationalized Bank in favour of The Director, NIT Andhra Pradesh payable at Tadepalligudem
5	Processing fee	Rs.500/- in the form of a Demand Draft from a Nationalized Bank in favour of The Director, NIT Andhra Pradesh”payable at Tadepalligudem
6	Payment	Within 10 working from the date of submission of work done bill
7.	Pre-Bid Meeting	21-03-2022 at 03.00 PM in Room No:005, SaradarVallabhbhai Patel Administrative Vista.
7	Bid submission Last date	04-04-2022 at 03.00 PM in Room No:005, Central Stores & Purchase Section, Saradar Vallabhbhai Patel Administrative Vista at NIT Andhra Pradesh.
8	Date and Time for opening of bid	04-04-2022 at 03.30 PM in Room No:005, Central Stores & Purchase Section, Saradar Vallabhbhai Patel Administrative Vista NIT Andhra Pradesh.

TENDER SCHEDULE

PREMEABLE:

National Institute of Technology, Andhra Pradesh is the 31st NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

Sealed tenders are invited under single bid system from reputed firm/contractor/ company/ Agencies/suppliers for Hiring Vehicles for NIT Andhra Pradesh, Tadepalligudem.

SCOPE OF WORK:

RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUEM

S.No.	Items of Work
1	Cleaning Jungle
2	Levelling Uneven Surface & Surface Dressing
3	Removal of sludge and effluent from pond & tank
4	Excavation
5	Removal of garbage, waste & debris from various locations in the Institute
6	Lifting of heavy load/Equipment
7	Carrying Water

ELIGIBILITY CRITERIA:

1. Bidder must have PAN Card on the name of firm/ Contractor/Company
2. Bidder must have valid address proof issued by the Government of Andhra Pradesh/India

Name and Signature of bidder with seal

GENERAL CONDITIONS OF CONTRACT:

- 1) The requirement of various Hiring Vehicles under Rate Contract for a period of one Year is given at Annexure-III
- 2) The rates quoted by the bidder/Contractor/firm should be valid for a period of One year from the date of agreement rate contract.
- 3) **Refund of the EMD:** The EMD in full will be refunded to all the participants (except successful bidder. The successful bidder/contractor/firm EMD will be released after receiving the performance security which will not carry any interest.
- 4) The required Hiring vehicles should be in good condition as approved by NIT Andhra Pradesh.
- 5) Incomplete quotation schedule in any form will be rejected.
- 6) Conditional tenders shall not be accepted. This tender is non- transferable. Bid once submitted shall not be allowed for withdrawal.
- 7) Number of corrections and or alterations, if any in the tender must be specifically mentioned. All the corrections and alterations made in the tender must be duly countersigned by the authorized signatory, without which tender will not be considered.
- 8) **Submission of Tender Offers:** The tenders should be submitted sealed envelope and super scribed "Rate contract for hiring vehicles.
- 9) **Opening of Tenders/Quotation:** If the tender does not comply with our tendered specifications, shall be summarily rejected.
- 10) The Director NIT Andhra Pradesh reserves the right to reject any or all the tenders without assigning any reason thereof.
- 11) **Price Escalation:** There should not be any price increase during the rate contract.
- 12) The Vehicles must not older than 3 years since date of work order.
- 13) Log book for Vehicles shall be maintained and verified by Estate department
- 14) Log book shall be signed by representative of contractor and Engineer in-charge.

- 15) RA Bills/ final will be prepared duly supported by log book.
- 16) During the period of hiring, tools, spare parts, mechanic etc are to be arranged by Contractor.
- 17) All expenditure towards maintenance of equipment, repair charges, cost of spare parts etc shall be borne by the Contractor.
- 18) At any stage Engineer-in-charge find that Vehicles is not giving the desired output, contractor has to change the Vehicles immediately on written instruction of Engineer in-charge within 5 days.

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website and CPP Portal
<http://www.nitandhra.ac.in/main/tender> , <https://eprocure.gov.in>.
2. The Technical and price bids should be filled in single bid format with all the required documents as enclosures in sealed in cover
3. The envelope should be super-scribed with **“Rate Contract for Hiring Vehicles at NIT Andhra Pradesh, Tadepalligudem”** and shall be addressed to The Tender Box, C/o Central Stores & Purchase Section, National Institute of Technology Andhra Pradesh, Beside Chennai - Srikakulam Highway, Near Kondrupolu, Tadepalligudem, West Godavari District, Andhra Pradesh-534101.
4. **Last date for submission of bid documents is 04.04.2022 up to 03.00 PM.**
5. Bids received after the due date and time shall be summarily rejected.
6. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
7. Institute will not be responsible for postal delay.

Name and Signature of bidder with seal

EVALUATION PROCEDURE:

1. As the type of bid is a single bid system both the technical and the price bid will be opened at a once.
2. The Bids shall be opened in the presence of Bidders, who may like to be present on 25.02.2022 at 03.30 PM. In Purchase section of NIT Andhra Pradesh, Tadepalligudem.
3. A Committee duly constituted by the Competent Authority would evaluate the bids submitted by the Bidders.
4. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
5. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
6. The Institute will award the contract to the Successful Bidder, whose Price bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard.
7. The validity of the bids shall be for a minimum period of 90 days.
8. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
9. The tender is not transferable under any circumstances.
10. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the Bidder.
11. Institute reserves the right to reject any or all the tenders at any stage or accept them in part or reject the lowest tender without assigning any reason thereof and the decision of the Institute in this respect shall be final.

Name and Signature of bidder with seal

TIE BREAKING PROCEDURE:

In case of a tie in the least quoted price, tie-breaking points shall be given for the following.

S.No	Description	Points
1	No. of years of work experience in Government Higher Educational Institutions (From 26AS must be submitted for the period of Experience claimed)	2 point per each running year
2	No. of years of work experience in Pvt Institutions/Organization. (From 26AS must be submitted for the period of Experience claimed)	0.5 points per each running year
3	Price turnover of the Firm certified by Auditor with UDIN.	0.5 Point for each crore

Note:

- 1) The contract will be awarded to bidder, who score highest points in the above table.**
- 2) In case of further tie, the bidder will be selected by a coin toss.**

I / we accept all the terms and conditions of the tender notice.

Date:

Place:

Name and Signature of Bidder with Seal

RESOLUTION OF DISPUTES:

In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, NIT Andhra Pradesh, Tadepalligudem, or any other officer nominated by the Director, NIT Andhra Pradesh, Tadepalligudem, for arbitration whose decision shall be final and binding on both the parties. The Agency agrees that the arbitrator could be an employee of the Institute and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration Act 1996.

STATUTORY OBLIGATIONS

The Bidder will strictly observe and follow the following statutory regulations/acts as well as any new rules / changes as applicable, during the period of this contract. He shall be solely responsible for failure to fulfil these statutory obligations. The successful bidder shall indemnify is deemed to have indemnified NIT Andhra against all such liabilities which are likely to arise out of the Contractor's failure to fulfil such statutory obligations. All documents, registers pertaining to this contract shall be maintained meticulously and shall be provided periodically for inspection. The salient features of the statutory regulations/acts are listed below and it is the responsibility of the selected Bidder that these regulations/acts and their amendments from time to time are strictly adhered to in totality. Even if the Bidder appointed for this contract may be exempt from any or all of the following employee-friendly legislation, it is incumbent on all Contractors to cover all their employees / workmen cover by this tender with these cover / benefits.

COMMENCEMENT OF WORK:

The Successful Bidder should start the work with effect from the date of commencement of Agreement by mutual consent. In case, it is found that the work has not been taken up from the date of commencement of Agreement, the NIT Andhra Pradesh, Tadepalligudem, at its sole discretion may cancel the work order and the Performance guarantee shall be forfeited without any further reference to the Bidder. Further, the work order will be awarded to next least quoted bidder with the same terms and conditions.

DISCLAIMER:

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.

NIT-Andhra Pradesh not their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT-Andhra Pradesh to consider the investment objective, Price situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Registrar, NIT-Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Registrar, NIT-Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

JURISDICTION:

The Court of Tadepalligudem alone will have jurisdiction to try any matter/dispute or reference between the parties arising out of this agreement/contract

Signature of the Bidder with stamp

DECLARATION

(To be provided on letter head of the Bidder and submit along with bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with **File No: NIT/ANDHRA/ESTATE/JANUARY/HIRING VEHICLES/2021-2022/03 Date: 11.03.2022** for "Rate Contract for Hiring Vehicles at NIT Andhra Pradesh, Tadepalligudem" issued by the NIT Andhra Pradesh, Tadepalligudem, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

General information/Checklist

S.No	Details requested by NIT Andhra Pradesh	Details furnished by the firm
1)	Name of the bidder/contractor/firm/agency/supplier	
2)	Valid correspondence Address, Email, and contact details/Telephone numbers of bidder	
3)	Status of Ownership of the bidder/contractor/firm/agency/supplier	a) Proprietor b) Partnership c) Registered firm d) Unregistered firm e) Body Corporate
4)	Statutory Registrations (Copies May Please be attached)	a) PAN:
5)	Earnest money Deposit (EMD) & Processing fee details;	<u>EMD (Rs.):</u> DD no. _____ DD Date: _____ Bank Name: _____ <u>Processing fee (Rs.):</u> DD no. _____ DD Date: _____ Bank Name: _____
6)	Bank details of the bidder/contractor/firm (Copies May Please be attached)	

PRICE BID

File No: NIT/ANDHRA/ESTATE/JANUARY/HIRING VEHICLES/2021-2022/03 Date: 11.03.2022

S.No	Name of the Vehicle	Capacity	Rate/Hour (Rs.)
1	JCB	Min 72 HP 8000KG JCB loader, back hoe bucket capacity 0.6	
2	Tractor with Dozer, trolley, Rotovator, Cultivator and land leveler	Min 50HP – Tractor, Max 2000KG capacity – Dozer Max 1 Unit – Trolley, Min 36 blades – Rotovator, Min 11 blades - Cultivator Min width 6.5 fts – Leveler	

NOTE:

- The Unit rates in Indian Rupees should be clearly quoted for each vehicle. The bidder/Contractor/firm should clearly include driver, helper, fuel, lubricants oil, maintenance & service cost, GST and other taxes.
- L1 shall be finalized only when the bidder quoted lowest hourly basis price.
- 2% TDS amount of GST payable on the bills will be deducted as per the Govt. of India, Ministry of Finance, Department of Revenue notification vide No.65/39/2018-DOR, dated: 14-09-2018.
- If further tie between firm/Agencies/company the L1 will be finalized by Coin Toss.
- The unit rates quoted above should be inclusive of GST

Signature of the Authorized Signatory**Name:****Designation:****Address:****Tel./Mobile****No.:E-mail ID:****Date:****Seal of the Firm:**