Sub: Tender for Hiring of One no. Scorpio/ Balero AC car (Diesel version) with driver, fuel, lubricant, maintenance etc. for a period of one year.

Offers in sealed envelopes in two bid system are invited from service provider/ Firms for One no. Scorpio/Balero AC car (Diesel version) with driver, fuel, lubricant, maintenance etc. for a period of one year.

Firms who are financially sound and having experience in providing car supply services can submit their offer. The bidders are requested to furnish the documents as required in respect of their credential as per details given in sl. No 3 below:

1. **Scope of Work**: One no. Scorpio/Balero AC car (Diesel version) with driver, fuel, lubricant, maintenance etc. for a period of one year for sundargarh project at Sundargarh, OdIsa.

2. **Period of Supply**: One year from the date of LOI/ Work order.

3. **PQ Criteria**: Only Reputed, experienced Transport Service providers are eligible. The above vehicles shall be four wheelers having taxi permit. Copy of following documents also should be enclosed by the party.
   i. Copy of PAN card.
   ii. Copy of RC duly attested by bidder, PUC, permit etc.
   iii. Copy of Service Tax Registration Certificate.
   iv. In case of proprietorship, an affidavit, in case of partnership firm, copy of partnership deed and in case of company, Memorandum & Articles of Association to be submitted.

Tenderers have to submit confirmation letter whether they are registered under MSME Act or not, if yes, then relevant copies of the registration letter (in the form of Memorandum -2 with the concerned DIC) to be enclosed in envelop-1 i.e. Techno-commercial part and the party will be exempted from submission of EMD.

4. **Application Fee & EMD**: Application Fee : Nil
   EMD : To be paid by Demand Draft / Banker’s cheque of Rs 5000/- in favour of “Engineering Projects (India) Ltd.” Payable at Kolkata. EMD of the unsuccessful bidder will be returned within 15 days of finalization of Order. EMD of the successful bidder shall be refunded after completion of satisfactory performance and expiry of 60 days from the date of work order.

5. **Type of Bid**: Two Part Bids
1st Part: (i) Techno-commercial bid (In duplicate) under a sealed cover

2nd Part: (ii) Price Bid (under a sealed cover)

(i) 1st Part: Techno-commercial Bid (In duplicate under a sealed cover)

In this part bidders are requested to furnish the complete tender documents (NIT, Annexure-1: Scope of Work and Terms & Conditions and unpriced price format as per Annexure-II) duly signed and stamped on each page as a token of their acceptance. Requisite EMD should be provided in this Part. This envelope shall be sealed and super scribe the envelope with “Techno-Commercial Bid: Supply One no Scorpio/Balero AC car (Diesel version) with driver, fuel, lubricant, maintenance etc. for a period of one year.

PQ Criteria: Documents in support of fulfillment of PQ Criteria to be submitted with along with the tenders in the 1st Part envelope (Techno-commercial Bid):

(ii) 2nd Part: Price Bid (under a sealed cover)

In this part bidder should enclose only **Price Bid** as per Price Bid format enclosed at Annexure-II. The form of Price Bid duly filled in both in words and figures in the same form as issued to bidders should be submitted in this envelope, with superscription “Price Bid - One no Scorpio/Balero AC car (Diesel version) with driver, fuel, lubricant, maintenance etc. for a period of one year.

Any terms and conditions or deviations if any or any other documents should not be kept in this envelope (Price Bid). The sealed price bid of such bidders who are found technically acceptable in accordance with the Pre-qualification Criteria shall only be opened.

6. **Validity of Offer**: 90 (Ninety) days from the last date of submission of offer

7. **Due date of Bid submission & Opening**
   a) Last date and time of submission of offer 07.06.2017 upto 2.00 PM
   b) Opening of Techno-Commercial Bid: 07.06.2017 at 2.30 PM

8. **Terms of Payment**: The hire bills shall be submitted by the party to EPI in the first week of the following month and payment shall be released within a fortnight after receipt of the same.

9. **Address for submission of tender**: GGM(MMD) ENGINEERING PROJECTS (I) LIMITED 50, Chowringhee Road, 9th Floor Kolkata – 700 071. Ph. 033-2282-6990

10. **General Notes**: Complete tender documents consisting of the following can be downloaded directly from EPI’s/CPPP website.

   a) N.I.T No. ERO/MMD/731/1075 dated 25-05-2017
   b) Scope of Work and Terms & Conditions: Annexure – I
   c) Format for Price Bid: Annexure-II
11.0 EPI reserves the right to accept any or reject any or all offers or extend the date of submission of the offer or cancel any or all the tender(s) or annul this process without assigning any reason whatsoever. The corrigendum, extension, cancellation of this NIT, if any, shall be hosted in EPI’s/ CPPP website only. The intending bidders are requested to visit the EPI’s/CPPP websites regularly for this purpose.

12.0 Issuance of tender documents to any tenderer, shall, however, not construe that the tenderer is considered qualified for the tender work and the bid may be rejected, if on detailed scrutiny, the documents submitted along with the Tender are found to be unsatisfactory.

13.0 In case of tie-tender, where two firms are bidding lowest, EPI reserves the right to split the work among these bidders and / or EPI will reserve the right to award the tender to any one of such bidder.

14.0 All corrigendum and addendum shall be part of the tender document and are to be submitted duly signed and stamped by tenderer. Even if tenderer fails to submit corrigendum and addendum duly signed by him, it will be deemed that the tenderer have gone through such corrigendum /addendum, if any, and no claim shall be entertained by EPI on account of any omission /error on his part.

15.0 EPI does not bind itself to accept the lowest tender. The Tenderer shall have no claim on EPI on this account whatsoever.

16.0 Submission of a tender by the tenderer implies that he has read the complete contract documents and has made himself aware of the scope, terms & conditions etc. No claim shall within the purview of this clause shall be entertained at any stages.

17.0 The Terms & Conditions contained in this NIT and Tender documents shall be applicable. In case of any unscheduled holiday takes place on the last day of issue / submission of tender, the next working day will be treated as scheduled day and time for issue / submission of tender.

17.0 Settlement of disputes: All efforts shall be made to settle any dispute amicably. However in case of any unresolved dispute, it shall be settled as per EPI’s Conciliation and Arbitration act available on EPI website www.epi.gov.in

GGM (MMD)
EASTERN REGIONAL OFFICE, KOLKATA

Encl. : -
Annexure I - Scope of Work and Terms & Conditions – 2 pages
Annexure II - Price Bid format – - 1 pages