

GOVT. POLYTECHNIC AMBALA CITY

(Approved By AICTE, New Delhi & Haryana Govt. , Affiliated to HSBTE Panchkula)

TENDER NOTICE

Tender notice for the supply of Driving Practice Vehicle in Government Polytechnic Ambala City

E-tender are invited on behalf of Principal, Government Polytechnic Ambala City in two parts, from reputed original equipment manufacturers/ authorized dealers/ Suppliers for supply of **DRIVING PRACTICE VEHICLE** the Department of Automobile Engineering as per the details given in following annexures:

ANNEXURE-I: The list of items

ANNEXURE-II: The detailed terms & conditions


ANNEXURE-III: Technical specifications of the items


ANNEXURE-IV: Technical bid proforma


ANNEXURE-V: proforma for financial bid

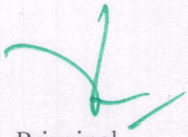
For detailed information and Annexures, please visit institute website <https://gpambala.ac.in> or <https://etenders.hry.nic.in> .

	Schedule	Date	Time
1.	Last date of preparation & submission of online tender documents:	31.05.2023	5:00 PM
2.	Date of opening of Technical bid in the office of Principal, Govt. Polytechnic, Ambala City (Contact No. 0171-2443222)	01.06.2023	11:00 AM


Sh. Navneet Gupta
Sr. Lecturer
Automobile Engg.


Sh. Ravinder Singh
H.O.D
Automobile Engg .


Sh. J.S. Narang
H.O.D
Mechanical Engg.


Principal
Govt. Polytechnic
Ambala City

ANNEXURE-I

Name of Items:

S. No	Machinery/Equipment	Quantity
1.	Driving Practice Vehicle (Maruti Suzuki S-PRESSO)	01

Mh *Rs* *for*

ANNEXURE-II
TERMS AND CONDITIONS OF THE TENDER

I. Buyer Added Bid Specific Terms and Conditions

1. Actual delivery is to be done at following address: **Govt. Polytechnic Ambala City, Haryana.**
2. Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
3. Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 5 years residual market life i.e. the offered product shall not be declared end-of- life by the OEM before this period.
4. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regard. GST reimbursement will be as per actual or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
5. The duly constituted committee appointed by the competent authority of Government Polytechnic Ambala City, reserves the right to select and reject the item mentioned in the Schedule. The same committee will also reserve the right to revise or alter the specifications before acceptance of any tender with prior notice on the Government Polytechnic Ambala City website www.gpambala.ac.in or <https://etenders.hry.nic.in>.
6. **Scope of Supply:** Scope of supply (Bid price to include all cost components) : Supply, Registration, Insurance (Comprehensive for 1 year + Third party for two years + Driver's insurance for two years), warranty, Testing and providing Statutory Clearances required (if any).
7. **Availability of Service Centre:** Bidder/OEM must have a Functional Service Centre in Ambala (Haryana) in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.
8. **Service Support:** Dedicated /toll Free Telephone No. for Service Support: BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
9. **Inspection:** On behalf of the Buyer organization, the following Inspection would be conducted before acceptance of stores:
 - Pre-dispatch Inspection
 - Post Receipt Inspection
10. **Certificates:** Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
11. **Certificates:** The bidder is required to upload, along with the bid, all relevant certificates as prescribed in the Product Specification given in the bid document.
12. **Warranty:** Successful bidder will have to ensure that adequate number of dedicated technical service personnel/engineers are designated/deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing/rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid.
13. **Past Project Experience:**

For fulfilling the experience criteria, the following documents may be considered as valid proof for meeting the experience criteria:

 - a. Purchase order copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.
 - b. Execution certificate by client with contract value.
 - c. Any other document in support of contract execution like Third Party Inspection release note, etc. document in support of contract execution like Third Party Inspection release note, etc.

Handwritten signatures and initials: "M", "R.S.", and "J.S."

14. Financial Criteria:

Net Worth of the OEM/supplier should be positive as per the last audited financial statement.

II. Invoicing / Payments / Set-Offs:

After each completion of supply/purchase order, the Vendor shall send duplicate invoices including item number to the Institute's concerned Department.

III. Selection criteria of the Bidder:

For the purpose of selection of the bidder, a two-stage bidding process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial Bid & must be submitted in separate.

(a) Technical Bid:

Technical bid should contain information regarding the company/firm registration details, Authorization letter, Clientele list (List of Users), Performance certificate from clients, self-declaration for not black listed, business turnover, experience and other documents mentioned in Buyer Added Bid Specific Terms and Conditions to judge the suitability of the bidder.

Bidder must ensure uploading of the following documents:

- i. **SPECIFICATIONS:** Specifications are basic essence of the product/contract. It must be ensured that the offers must be strictly as per our specifications mentioned at Annexure-III. At the same time, it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore, the **model quoted** invariably be highlighted in the leaflet/literature uploaded with the quotation.
- ii. Detailed firm & company details, copy of registrations must be uploaded. In case of authorized dealers/distributor certificate in prescribed format from **Original Equipment Manufacturers (OEM)** should be enclosed for participation in the said tender.
- iii. Authorization letter from manufacturer in case of dealer/s for the said equipment enclosed with the technical specifications.
- iv. Self-attested photocopy of annual turnover, IT clearance Certificate, Audited Balance Sheet, etc.
- v. The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad in prescribed format.
- vi. The form of the "Terms and Conditions" should be duly filled and signed by authorized person.

- vii. **Short listing of Vendors:** Institute will create a shortlist of technically qualifying vendors and the financial bid of only these vendors will be opened. Institute reserves the right to decide whether the items being quoted are as per the requirement of the Institute and are of standard/leading brands in the market. Institute reserves the right to decide which offer best suits the requirement of the institute.
- viii. Institute reserves the right to carry out a technical inspection and performance evaluation (benchmarking) of the offers, made by shortlisted vendors. The shortlisted vendors may be asked to come and give out presentation / demonstration.
- ix. **The quoting party should give a certificate to the effect that** the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to Institute to any other customer during last one year nor they will do so till the validity of offer or execution of the purchase order, whichever is later. If during this period at any time the tenderer has quoted rates lower than those quoted against this tender, GP Ambala would be given the benefit of Lower rates by the tenderer.

(b) Financial Bid

- a) Commercial bid should contain price of the vehicle required to be supplied as per financial bid performa.
- b) The rates quoted should be applicable to educational institutions and any cost advantage/discount/scheme received in lieu thereof should be passed on to the Institute.
- c) Price shall not be subject to escalation of any nature
- d) Price should be FOR – Government Polytechnic Ambala City.
- e) The Price should include the following:
- i. Ex-showroom price
 - ii. Discounts etc.
 - iii. All applicable taxes
 - iv. Logistic charges
 - v. Registration fee for registration at **Registering Authority, Ambala City (class of vehicle non-transport).**
 - vi. Comprehensive insurance charges
 - vii. Third party insurance charges for two years

Mu Rs for

While the above procedures lay down the overall guidelines, Government Polytechnic Ambala City reserves the right to select the vendor based on other parameters, at its discretion.

(IV) Opening of Tender:

All tender documents should be sent through Etender portal only.

1. Rejection of Bids:

- A. If bidders give wrong information in their bid, Institute reserves the right to reject such bids at any stage and forfeit the Earnest Money Deposit / Performance Bank Guarantee and cancel the order, if awarded.
- B. Incomplete bids are liable to be rejected.
- C. If the technical offer contains any price information the offer will be summarily rejected.
- D. Bids submitted without supporting documents as mentioned or required to submit with bids are liable to be rejected.
- E. Each page of the tender document including all annexures duly stamped and signed by the bidder must be submitted along with the tender bid and tender should be page numbered.

2. Cancellations:

The Institute reserves Right to Accept any Bid and to Reject any or all Bids. The buyer also reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.

3. Warranty:-

Two year comprehensive warranty or as mentioned in Technical Annexures, whichever is higher, with the statement of availability of spares for at least 5 years from the date of delivery of the vehicle against any manufacturing defects and also give the warranty declaration that everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship, transportation hazards, and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specifications. During the warranty period, replacement of any part of equipment's or rectification of defects of works will be free of cost including visiting/labour charges.

This warranty provision shall survive any inspection, delivery, acceptance, payment, expiration or earlier termination of this order and such warranties shall be extended to the employees, students, and users of the material. Nothing herein, however, shall limit the Institute's rights in law or equity for damages resulting from delivery of defective goods or damage caused during the delivery of goods or provision of services.

4. Consumables/spares:

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All hardware & software including drivers, device interface cards must be pre-installed & pre configured in the vehicle , if provided. Licensed version of system software should be provided in CD (with up-gradable version)., if such system is also a part of supply.

Manual - Hard copies of instruction/operation/service manuals should be supplied

Rate quoted by vendor should be valid for at least six months from the date of opening of tender.

I/We have read all the enclosed Terms and Conditions carefully and ready to accept and according to that I/We are submitting herewith the tender.

Seal & Signature of Vendor

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(1) Important Notes to the Bidder:-

1. Government Polytechnic Ambala City (GP Ambala in short), invites tenders under "two Bid system" for of driving practice vehicle to this institute at Ambala City as per specifications given in the instrument specifications as per Annexure –III mentioned with Technical Specification.
2. Tender document can be downloaded from the website www.gpambala.ac.in or <https://etenders.hry.nic.in>
3. The bidders are requested to read the tender document carefully and ensure compliance with all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the bidders from the tender process.
4. The duly constituted committee appointed by the competent authority of Government Polytechnic Ambala City, reserves the right to select or reject the item mentioned in the Schedule. The same committee will also reserve the right to revise or alter the specifications before acceptance of any tender with prior notice on the Government Polytechnic Ambala City website www.gpambala.ac.in or <https://etenders.hry.nic.in>.
5. Interested Bidders may obtain further information from the office of the Principal, Government Polytechnic Ambala City, Haryana, India.

Bids will be opened in the presence of Bidders'/authorized representatives who choose to attend on the specified date and time.

Any clarification regarding tender before submission of tender document can be discussed with Sh. Ravinder Singh HOD(Auto Engg. Department) , email id is gpambala@hry.nic.in , Contact No. 0171-2443222).

Please Note that the tender document is subjected to verification with the original document and if any discrepancy is found, the tender would be rejected.

Principal
Government Polytechnic
Ambala City

Mr. R.S. J.S.

**Government Polytechnic Ambala City
(To Be Filled By the Vendor/ Bidder)**

1. Nature of the Item:
2. Name of the Vendor:
3. Full Address of the Vendor:
4. Telephone/ Mobile No.
5. Fax. No. (If any)
6. Registration No. of Firm
7. PAN
8. VAT/CST/GST Registration No.

Seal and Signature of the bidder/Vendor

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ANNEXURE III

Technical Specifications: The tenderer shall meet the respective minimum technical specifications for the item that is being bid for. Any additional features or specifications in excess of these minimum specifications will be appreciated. A set of desired additional features are mentioned along with the minimum technical specifications, wherever appropriate.

The technical specifications for the Item covered under this tender have been detailed as per the following Table (this will also include all the components that are being tendered for).

Name of Item:

S. No	Item	Quantity	EMD	Tender Cost
1.	Driving Practice Vehicle (Maruti Suzuki S-Presso) LXI(O)	01	20000	1000

S. No.1

Driving Practice Vehicle

Light Vehicle. (Maruti Suzuki S-PRESSO LXI(O) variant, Petrol vehicle 998CC engine) 5-seater vehicle, white color, **manufacturing of year 2023**, preferably having dual side control of accelerator, brake and clutch

Mr Rs Jee

ANNEXURE IV
(Technical Bid Proforma)

Tender No.....

To,

The _____

Dear Sir,

1. I/We hereby offer to supply the item as listed in the schedule to this tender hereto/portion thereof as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of 180 days from the date of opening of the tender. I/we shall be bound by a communication of acceptance issued by you.
2. I/We have understood the Instruction to bidders and Conditions of Contract in the form as enclosed with the invitation to the tender and have thoroughly examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the goods required and my/our offer is to supply the goods strictly in accordance with the specifications and requirements.
3. The following have been added to form part of this tender.
 - a) Details of item quoted for, as per instructions provided in the schedule of requirement.
 - b) Schedule of requirements, quoting the make only duly signed and stamped (without indicating price)
 - c) Copy of PAN.
 - d) Copy of last audited balance sheet.
 - e) Copy of Valid Central/State sales tax registration certificate.
 - f) Proof of manufacturing Unit.
 - g) Statement of deviations from financial terms & conditions, if any.
 - h) Manufacturer's Authorization Certificate on their letter pad.
 - i) Technical Specifications Compliance statement along with original Boucher / literature.
 - j) Any other enclosure. (Please give details)
4. We undertake to execute all orders which have been placed to meet emergent requirements on priority basis.

5. Certified that the bidder is:

a) A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of the sole proprietor,

OR

b) A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney.

OR

c) A company and the person signing the document is the constituted attorney.

(NOTE: Delete whatever is not applicable. All corrections/deletions should invariable be duly attested by the person authorized to sign the bid document).

6. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding contract between us.

Yours faithfully,

(Signature of bidder)

Dated this day of _____

Address...

.....

.....

Telephone: _____

FAX _____

E-mail _____

Company seal

Handwritten initials/signature: "He Rs for"

ANNEXURE V
(Financial Bid Proforma)

Sl. No.	Item Description	Quantity	Units	RATE (Inclusive of all Taxes, registration fee, Insurance fee, logistic charges) In Figures To be entered by the Bidder in Rs. P
1	Machinery and Equipment for Auto. Engg.			
1.01	Driving Practice Vehicle (Maruti Suzuki S-Presso) LXi (O)	1.000	Nos	

Seal and Signature of the bidder

Rs. /-

(7) Check list for Terms and Conditions: -

To be filled by the bidder and submitted along with the Technical Bid.

Sr. No.	Terms & Conditions as per Bidding Document	Attached (Yes/No)	Page No.	Remarks
1.	Is tender fees deposited?			
2.	Is EMD deposited?			
3.	Status of Bidder: <ul style="list-style-type: none">• Manufacturer or Authorized Agent of the Manufacturer• Whether Public Undertaking, Public Ltd., Private Ltd. Company or Proprietary Firm.<ul style="list-style-type: none">• Whether registered under SSI			
4.	Statements of turnover per year for last three successive years duly certified by the Chartered Accountants.			
5.	Whether rates quoted are inclusive of all taxes or not.			
6.	Affidavit to the effect that the bidder is not blacklisted by any Govt. agency or have no pending case either Civil or Criminal against them.			
7.	Compliance Statement with relation to the technical specification as mentioned in the bidding document duly supported by the original catalogue.			
8.	Acceptance of all terms / conditions towards after sales / services as mentioned in the bidding document.			
9.	Certificate to the effect that rates quoted are minimum and the seller has not quoted the same item on lesser rate than those being offered to the institute to any other customer during the last one year.			

Hee Rs 