

File No: NITANP/SMMD/TENDERS/2023-24/16

Date: 22.06.2023

NOTICE INVITING TENDERS

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



National Institute of Technology- Andhra Pradesh,
Beside Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.
www.nitandhra.ac.in/main/tender

For and on behalf of Director, NIT Andhra Pradesh, Tenders are invited for Rate Contract for Hiring Vehicles at NIT Andhra Pradesh, Tadepalligudem.

The interested vendors are requested to submit their Tender documents in the prescribed Tender form duly signed and stamped, in a sealed cover. QUOTATIONS NOT SUBMITTED IN SEALED COVERS AND NOT SUPERSCRIBED THE ENQUIRY NUMBER AND DUE DATE WILL NOT BE ACCEPTED.

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	Two years from the date of signing of agreement. (Contract will be initially for a period of one year and will be extended for one more on satisfactory performance.)
4	Earnest Money Deposit (EMD)	Rs.5,000/- in the form of a Demand Draft from a Scheduled Bank in favour of The Director, NIT Andhra Pradesh payable at Tadepalligudem *EMD is exempted for the firms registered under MSME.
5	Processing fee	Rs. 500/- by way of RTGS/NEFT/DD from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. Account Name: Director NIT Andhra Pradesh A/C No: 35579546371 IFSC Code: SBIN0016305 Submit the payment Receipt for evidence.
6	Period for signing the Rate contract agreement	Within 14 days from date of receipt of Rate Contract Order
7	Bid submission Last date	12.07.2023 till 03.00 PM

Postal Address:

The Director National Institute of Technology Andhra Pradesh, Near NH no.16, Kadakatla, Tadepalligudem – 534102, West Godavari Dist., Andhra Pradesh, India.

<https://www.nitandhra.ac.in/main/tender>

**Associate Dean, SMMD & GeM
NIT Andhra Pradesh**

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ad_pdca@nitandhra.ac.in and cc to purchase@nitandhra.ac.in on or before **07.07.2023**. 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. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	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.

**Associate Dean (P & D), SMMD
NIT ANDHRA PRADESH**

BID

File No: NITANP/SMMD/TENDERS/2023-24/16

Date: 22.06.2023

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

Sir/Madam,

Quotation are invited on the Rate contract platform from the reputed registered Firms/Agencies/Contractors/Suppliers. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website and Central Public procurement Portal.

The self-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/poor services, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

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

SCOPE OF WORK:

RATE CONTRACT FOR HIRING VEHICLES AT NIT ANDHRA PRADESH, TADEPALLIGUDEM

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 be a proprietor/firm/company having valid GST certificate.
2. The location/address of the bidder as per GST Registration Certificate should be within 30 kms of distance from NIT Andhra Pradesh.
3. The bidder should submit income tax returns for the concerned years i.e., AY 2020- 21, 2021-22 & 2022-23
4. The bidder must have a valid PAN Card.
5. Each page of the Tender document along with all other submitted documents must be duly signed by the authorized signatory with bidder's signature and seal.

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 Two Year is given at Annexure-III
- 2) The rates quoted by the bidder/Contractor/firm should be valid for a period of Two 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 period.
- 12) The Vehicles must not older than 5 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 and consumables like oil and diesel 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 <https://www.nitandhra.ac.in/main/tender> and CPP Portal <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 Material Management Disposal Section, Sardar Vallabhbhai Patel Administrative Vista Building, NIT Andhra Pradesh, Kadakatla, Near NH-16 Tadepalligudem-534101, West Godavari District, Andhra Pradesh.
4. Last date for submission of bid documents is 12.07.2023 up to 03:00 pm.
5. Bids received after the due date and time shall be summarily rejected.
6. 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. A Committee duly constituted by the Competent Authority would evaluate the bids submitted by the Bidders.
3. 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.
4. 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.
5. 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.
6. 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.
7. The tender is not transferable under any circumstances.
8. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the Bidder.
9. 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

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 maybe 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.

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 nor 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.

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: NITANP/SMMD/TENDERS/2023-24/16 Date:22.06.2023** 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:

Place:

Authorized Signatory

Name:

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/Telephonenumber 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: NITANP/SMMD/TENDERS/2023-24/16****Date: 22.06.2023**

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:

1. The partially quoted bid shall be treated unresponsive.
2. The unit rates quoted should be inclusive of GST and any other statutory Central / State Govt. taxes along with transport charges to NIT Andhra Pradesh.
3. Rate quoted should be valid for the agreement period from the date of signing of the agreement.
4. In case of tie, the contract will be awarded to the firm having highest average annual turnover for the FY. 2019-20, 2020-21 & 2021-22.

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