



सरदार बल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार : गृह मंत्रालय) (Government of India : : Ministry of Home Affairs)
हैदराबाद - 500 052 HYDERABAD - 500 052.

No.12011/5/2012-2013/HS-Motors.

Dated the 16th February, 2017.

NOTICE INVITING TENDERS

Sub: Limited Tender Enquiry for **conducting Driving Training classes to the IPS Probationers** undergoing basic training at S.V.P. National Police Academy – Reg.

Sir,

S.V.P. National Police Academy, Shivrampally, Hyderabad, invites tenders under **single-bid system** from interested and experienced Driving Schools for providing training in driving Light Motor Vehicles (LMV) to the Indian Police Service Probationers undergoing basic training at the Academy.

2. The **scope of work** of this tender enquiry is as follows:

- (a) The tenderer shall have to train about 75 IPS Probationers in driving light motor vehicles (LMV);
- (b) The training shall be provided in 8 classes to each Probationer.
- (c) Each class shall be of 8 KMs driving.
- (d) A minimum of about 5 to 6 training vehicles are required to be provided without fail, since the batch size is large.
- (e) The classes shall be conducted on every Saturday/Sunday/Holidays as decided by the Academy.

3. **Eligibility Criteria:** The Tenderer should be a registered firm/institute and possess the following qualifications:

- (a) The firm/institute should have office at Hyderabad and should be of long and reputed standing.
- (b) The firm/institute should have sufficient numbers of qualified instructors with capacity to train IPS Probationers.
- (c) The firm/institute should have experience in providing training in motor driving.
- (d) The tenderer should give registration number and complete address (with proof), the authority under which registered, the date of establishment of firm, the address of the institution to whom similar services have been extended by the firm in the past and the appreciation/experience certificates if any, received from these institutions after satisfactory completion of the contract.

(contd.2)

4. **Terms and Conditions:** The terms and conditions governing this tender enquiry are as follows:

- (a) The Training is to be imparted in the following manner:
 - Theory Classes : 1 session
 - Practical training on vehicle : 8 sessions (each of 8 KMs) from 0700 hrs to 1900 hrs on the dates as fixed by the Academy.
- (b) 5 to 6 vehicles (Wagon-R, Celerio, Alto or any small Hatchback vehicle) in good condition along with Instructors are required to be provided for the purpose.
- (c) The training vehicle provided should not be more than 4 years old.
- (d) If the quality of vehicle/instructor provided is found to be poor, then that class will have to be repeated.
- (e) The Probationer at the end of the training will be examined in similar vehicles which will be provided by the Bidder.
- (f) If a Probationer fails in the examination, to be conducted after the training classes, only **50% of the training charges** per failed Probationer will be paid.
- (g) The Driving Instructors are expected to communicate with IPS Probationers in English/Hindi and should have good knowledge of driving skills and traffic rules.
- (h) The contracted Agency should take the Probationers outside the Academy campus and **the practice of reverse gear, zig-zag and S-shaped movements and parking, etc.** should be given special emphasis.
- (i) The tenderer should enclose the following details along with their bid:
 - a copy of their firm's registration
 - TIN of the firm
 - PAN card
 - Banker details
 - Service Tax returns for the last year
 - List of valued customers
 - Details of the training vehicles offered for the training of the IPS Probationers viz. Type of Vehicle, Make of Vehicle, Year of Manufacture, Vehicle Registration No., Insurance Policy Details.
- (j) In case of delay in reporting of the training vehicle at the Academy by the designated time, then a penalty of Rs.1,000/- per hour per vehicle will be deducted from the final bill of the vendor.
- (k) No advance payment will be made to the contracted vendor. However, 50% payment will be made after completion of half the number of sessions, on submission of requisite bill to the Outdoor Section of the Academy.
- (l) Final balance payment will be made on the basis of actual number of Probationers trained and actual number of sessions conducted and after deducting the penalty, if any.
- (m) The tenderer should submit along with their quotation, **Earnest Money Deposit (EMD) in the form of a Demand Draft for Rs.4,000/-** (Rupees Four Thousand only) drawn on any commercial bank in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'.
- (n) Quotations not accompanied with EMD / Not received by the closing date and time of tender enquiry, will not be entertained under circumstances.

(contd.3)

- (o) The Academy reserves the right to increase/decrease the number of vehicles required for training and the number of IPS Probationers to be provided training in driving.
- (p) The Academy reserves the right –
- To accept or reject whole or any part of an offer/tender;
 - To cancel or withdraw the tender notice;
 - Accept or reject any deviations from these conditions.

5. If the above terms and conditions are agreeable to you, then interested Motor Driving Schools may submit their quotation duly indicating the charges payable per probationer, details of training vehicles offered (i.e. Model, Year of Registration, etc.) along with necessary documents in a sealed cover duly superscribed as – 'QUOTATION FOR CONDUCTING DRIVING TRAINING CLASSES TO THE IPS PROBATIONERS – NOT TO BE OPENED BEFORE 09.03.2017'.

6. The last date for receipt of quotations is **08.03.2017 (1700 hrs.)**.



(K.SHANKAR)
Admn. Officer (Admn.)

Copy to: Web Administrator, SVPNPA for uploading the NIT on the Academy website.