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SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
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(Government of India: Ministry of Home Affairs)
gñjckn & 500 052
Hyderabad – 500 052

TENDER ENQUIRY NO.:12011/12/2013-14/HS-Motors
DATED 01st MARCH, 2017

OPEN TENDER ENQUIRY FOR PROVIDING VEHICLES ON HIRE BASIS
(Viz.54-SEATER VOLVO BUSES, 27-SEATER MINI BUSES & 2 NOs. SUVs)
AT NEW DELHI, RISHIKESH, DEHRADUN & MUSSOORIE

Date of Tender Enquiry : March 01, 2017.
Closing date & time for submitting bids : March 21, 2017 at 1700 hrs



సర్దార్ వల్లభభాయి పటేల్ జాతీయ పోలీస్ అకాడమి
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
భారత ప్రభుత్వం (Government of India : : Ministry of Home Affairs)
500 052 HYDERABAD – 500 052.

No.12011/12/2013-14/HS-Motors

Dated the 01st March, 2017.

NOTICE INVITING e-TENDERS

Sub: Open Tender Enquiry for supply of **54-Seater AC Volvo Buses, 27-Seater AC Mini Buses & 2 SUVs** on hire basis at New Delhi, Rishikesh, Dehradun and Mussoorie – Reg.

Sir,

e-Tenders are invited from interested vehicle hiring agencies for hiring of vehicles by S.V.P. National Police Academy from prospective vendors under Two-bid system (i.e.separate Technical Bid & Financial Bid) towards hiring of **54-Seater AC Volvo Buses, 27-Seater AC Mini Buses & 2 SUVs** for the training activities of IPS Probationers.

B) The salient features of the tender enquiry are as follows:

a)	Tender Enquiry No.	12011/12/2013-14/HS-Motors, dated 01.03.2017
b)	Description of service	Supply of 54-Seater AC Volvo Buses, 27-Seater AC Mini Buses & 1 SUV to S.V.P. National Police Academy for the training activities of IPS Probationers.
c)	Type of Tender Enquiry	Open Tender Enquiry
d)	Bid System	Two-Bid System (separate technical and financial offers)
e)	Closing date & time of submitting bids.	On March 21, 2017 at 1700 hrs
f)	Date of opening of bids received.	On March 22, 2017 in SVPNPA, Hyderabad
g)	Earnest Money Deposit.	Demand draft for Rs.14,000/- , drawn from any of the Commercial Banks in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'.
k)	Payment terms	Hire charges will be paid after completion of the entire training programme. No advance payment will be made.
l)	Bid validity	Bid should be valid for 180 days from the date of opening of bid.
m)	Place of submission of hard copy of EMD & address for correspondence	The Administrative Officer (Admn), S.V.P. National Police Academy, Shivarampally, Hyderabad-500 052.

(contd.2)

C) Important dates related to this tender are furnished below for information:

	Particulars	Date	Time
1	Date of Online Publication of Tender	1.3.2017	1600 Hrs.
2	Starting date for downloading tender document	1.3.2017	1700 Hrs.
3	Bid Submission starting date	1.3.2017	1730 Hrs.
4	Bid Submission closing date	21.3.2017	1700 Hrs.
5	Closing date & time for submission of hard copy of EMD	21.3.2017	1700 Hrs.
6	Date of opening technical bids	22.3.2017	1700 Hrs.

- D) Interested and experienced Vehicle Hirers can download the tender document from Central Public Procurement Portal (<https://eprocure.gov.in>) and bid should be submitted through the same website. Bids submitted other than on CPP Portal will not be accepted. The eligible bidders should have the digital signature (DSC), Contact no :07799289911 issued by any agency authorised by Controller of Certifying Authorities, Govt. of India.
- E) Bidders can access and download the tender documents from CPP Portal and can fill them with all relevant information and submit the completed tender document online on the website: <http://www.eprocure.gov.in>. The downloading of tender documents shall be carried out strictly as provided on the website. No editing, addition, deletion of matter shall be permitted. If such action is observed at any stage, such tenders are liable for outright rejection.
- F) Tender shall be submitted online only at CPPP website. Bidders are advised to refer the Bidders manual kit for e-submission of the bids online through the Central Public procurement portal available at the website: <http://www.eprocure.gov.in>. Aspiring Bidders/ Suppliers who have not enrolled/ registered in e-procurement should enroll/register before participating through the website <https://eprocure.gov.in>. The portal enrolment is free of cost.
- G) All the documents as per tender requirement should be uploaded online and further, no documents will be accepted offline. However, Demand Draft (EMD – Earnest money deposit) hard copy should be sent to S.V.P. National Police Academy so as to reach before the due date as indicated herein. Offers of Bidders who are not submitting any of the required documents online will summarily be rejected. Firms registered with NSIC/DGS&D who are exempted from furnishing EMD shall attach attested copy of the requisite certificate along with their bid without fail.
- H) The details of the Tender document and EMD should be filled and uploaded online. Earnest Money Deposit (EMD) for Rs.14,000/- (Rupees Fourteen Thousand only) should be deposited in form of Demand draft Drawn on any nationalized bank in favour of The Director, SVP National Police Academy, Hyderabad. **Bids without EMD will not be considered.** Tender Reference Number or details should be mentioned on the backside of the original Demand Draft and the same should be sent to SVP National Policy Academy, Hyderabad so as to reach before the due date as indicated above.

(contd.3)

l) As such, Parties interested in the proposal, may submit their bids in encrypted format, subject to acceptance of the following terms and conditions:

- i) The bidder should be a registered and a well established agency with vehicles in perfectly good condition covered under valid third-party insurance.
- ii) The rates should be quoted inclusive of all taxes and other levies, if any.
- iii) The vehicles provided should be in good condition and well furnished, preferably of new/latest model for which the tenderer should submit a list indicating the vehicle details with make, model, type of vehicle, year of manufacture and registration number of vehicle along with details of insurance carried by them.
- iv) The vehicles should have ACs in perfect working condition.
- v) The vehicles should be provided with fuel and drivers.
- vi) The driver should have valid license and the vehicle should be registered with the Competent Authority of Central Govt./State Govt.
- vii) Traffic Rules and other statutory regulations as prescribed by the Govt. Authorities concerned should be strictly followed by the Drivers.
- viii) The Academy is not responsible for any repair and maintenance of the vehicles or any other charge, other than the quoted amount.
- ix) The driver must observe discipline, etiquette and protocol while performing the duty.
- x) The driver should always remain with the vehicle during the entire period of duty. In case of emergency, the driver may seek permission of the concerned officer/authorized official of the Academy.
- xi) The Bidder and the driver of the vehicle should carry out the instructions of the Academy as well as the Officers assigned to the vehicles.
- xii) All tax liabilities i.e. Road tax, Service tax, etc. will be borne by the Bidder.
- xiii) In case of any accident, the service provider shall meet all the claims and damages arising out of such situation.
- xiv) Suitable alternative vehicles should be provided in case of breakdown of the vehicles.
- xv) The rates once fixed shall remain fixed till the date of completion of the contract.
- xvi) No changes will be entertained on account of fluctuation in the prices of fuel/spares or rates of taxes.
- xvii) 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.
 - To increase or decrease the requirement of number of vehicles.
- xix) A daily record indicating the time and mileage of each vehicle shall be maintained in a log book vehicle-wise and the said log book shall be submitted to the Officer concerned regularly for scrutiny.

(contd.4)

J) REQUIREMENT OF VEHICLES:

Group A:

Date	Timings	From - To	Requirement	Remarks
06.04.17 (Thursday)	Evening	New Delhi Airport to Hotel Vibe (Lalit), Faridabad	2 Nos.(54 Seater) AC VOLVO BUSES	For transport of 77 Personnel with luggage
07.04.17 (Friday)	0730-2130 Hrs	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
08.04.17 (Saturday)	0730-2130 Hrs	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
09.04.17 (Sunday)	0400 Hrs	Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn	2 Nos.(54 Seater) AC VOLVO BUSES	
	1030 Hrs	Haridwar Railway Station to Hotel Grand Shiva, Rishikesh	4 Nos.(27 Seater) AC MINI BUSES	
10.04.17 (Monday)	0700-1500 Hrs	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
11.04.17 (Tuesday)	0700-1500 Hrs	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
12.04.17 (Wednesday)	0700-1800 Hrs	Hotel Grand Shiva, Rishikesh to IGNFA/IMA Dehradun to LBSNAA, Mussoorie	4 Nos.(27 Seater) AC MINI BUSES	
13.04.17 (Thursday)	0530-1700 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
14.04.17 (Friday)	0530-1700 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
15.04.17 (Saturday)	0530-1400 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
	1600 Hrs onwards	LBSNAA, Mussoorie to Dehradun	4 Nos.(27 Seater) AC MINI BUSES	
16.04.17 (Sunday)	0500 hrs onwards	Dehradun City to New Delhi Airport	2 Nos.(54 Seater) AC VOLVO BUSES	
06.04.17 to 16.04.17	-	During complete attachment	1 SUV (AC)	

(contd.5)


Group B:

Date	Timings	From - To	Requirement	Remarks
06.04.17 (Thursday)	Evening	New Delhi Airport to Hotel Vibe (Lalit), Faridabad	2 Nos.(54 Seater) AC VOLVO BUSES	For transport of 77 Personnel with luggage
07.04.17 (Friday)	0730-2130 Hrs	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
08.04.17 (Saturday)	0730-2130 Hrs	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
09.04.17 (Sunday)	0400 Hrs	Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn	2 Nos.(54 Seater) AC VOLVO BUSES	
	1130 Hrs	Dehradun Railway Station to LBSNAA, Mussoorie	4 Nos. (27 Seater) AC MINI BUSES 4 Nos.	
10.04.17 (Monday)	0530-1700 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
11.04.17 (Tuesday)	0530-1700 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
12.04.17 (Wednesday)	0530-1400 Hrs	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
	1500 Hrs onwards	LBSNAA, Mussoorie to Hotel Grand Shiva, Rishikesh	4 Nos.(27 Seater) AC MINI BUSES	
13.04.17 (Thursday)	0700-1500 Hrs	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
14.04.17 (Friday)	0700-1500 Hrs	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
15.04.17 (Saturday)	0900 hrs 2200 Hrs	Hotel Grand Shiva, Rishikesh to IGNFA/IMA Dehradun City area	4 Nos.(27 Seater) AC MINI BUSES	
16.04.17 (Sunday)	0500 hrs onwards	Dehradun City to New Delhi Airport	2 Nos.(54 Seater) AC VOLVO BUSES	
06.04.17 to 16.04.17	-	During complete attachment	1 SUV (AC)	

- NOTE:**
- i) **The buses will be with IPS Probationers from 06.04.2017 to 16.04.2017 for the entire training period.**
 - ii) **Additional SUV vehicles may be required for senior officers on a daily basis during this period which will be intimated one day in advance.**
 - iii) **In case of any doubt or need for any enquiry, the tenderer may contact the Chief Drill Instructor of the Academy (Phone:040-24234434) on any of the working days**

K) Copies of vehicle hiring orders executed in the past and a copy of the latest IT return filed by the bidder are to be enclosed without fail.




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

Copy to: Web Administrator for hosting advertisement on the Academy website.

PROFORMA FOR TECHNICAL BID

(Please upload **without fail** copies of the documents
in support of the following information)

Sl.No.	Particulars	Description
1	Name of the Vendor and Address (Block Letters)	
2	Contact No. (Landline and Mobile)	
3	Permanent Account Number (PAN)	
4	TIN Number	
5	Banker Details (Bank and Branch, Branch Code, MICR code, IFSC code)	Enclosed / Not Enclosed
6	Bank A/C No	
7	Which models of vehicle(s) are you offering?	
8	Registration No(s). of the vehicle(s) offered	
9	Year(s) of Registration	
10	Are you the owner of the Vehicle	Yes / No
11	Have you submitted a copy of the R.C. Book/Blue Book/Smart Card herewith?	Enclosed / Not Enclosed
12	Are all the offered vehicles covered under valid 3 rd party insurance	Yes / No
13	Have you submitted a copy of the Insurance Policy herewith?	Enclosed / Not Enclosed
14	Have you submitted a copy of the work order/contract executed in the past, in support of your experience herewith?	Enclosed / Not Enclosed
15	Whether any court case/ litigation pending against the vehicle (s) offered.	Yes / No
16	Have you submitted a copy of the latest Income Tax return filed by you?	Enclosed / Not Enclosed
17	Whether validity of the Tender is for 180 days.	Yes / No

Signature of Vendor :

Name :

Stamp :

Seal :

Date :

Place :

(Scanned copies of the relevant documents in support of the above information, are to be uploaded online, failing which the tender stands rejected forthwith).

PROFORMA FOR FINANCAL BID

GROUP-A

Date	From - To	Requirement	Amount quoted
06.04.17 (Thursday)	New Delhi Airport to Hotel Vibe (Lalit), Faridabad	2 Nos.(54 Seater) AC VOLVO BUSES	
07.04.17 (Friday)	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
08.04.17 (Saturday)	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
09.04.17 (Sunday)	Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn	2 Nos.(54 Seater) AC VOLVO BUSES	
	Haridwar Railway Station to Hotel Grand Shiva, Rishikesh	4 Nos.(27 Seater) AC MINI BUSES	
10.04.17 (Monday)	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
11.04.17 (Tuesday)	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
12.04.17 (Wednesday)	Hotel Grand Shiva, Rishikesh to IGNFA/IMA Dehradun to LBSNAA, Mussoorie	4 Nos.(27 Seater) AC MINI BUSES	
13.04.17 (Thursday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
14.04.17 (Friday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
15.04.17 (Saturday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
	LBSNAA, Mussoorie to Dehradun	4 Nos.(27 Seater) AC MINI BUSES	
16.04.17 (Sunday)	Dehradun City to New Delhi Airport	2 Nos.(54 Seater) AC VOLVO BUSES	
06.04.17 to 16.04.17	During complete attachment	1 SUV (AC)	
TOTAL AMOUNT QUOTED (All inclusive)			

GROUP-B

Date	From – To	Requirement	Amount quoted
06.04.17 (Thursday)	New Delhi Airport to Hotel Vibe (Lalit), Faridabad	2 Nos.(54-Seater) AC VOLVO BUSES	
07.04.17 (Friday)	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27-Seater) AC MINI BUSES	
08.04.17 (Saturday)	Hotel Vibe (Lalit) to IRTE, Faridabad and back	4 Nos.(27 Seater) AC MINI BUSES	
09.04.17 (Sunday)	Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn	2 Nos.(54 Seater) AC VOLVO BUSES	
	Dehradun Railway Station to LBSNAA, Mussoorie	4 Nos. (27 Seater) AC MINI BUSES4 Nos.	
10.04.17 (Monday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
11.04.17 (Tuesday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
12.04.17 (Wednesday)	LBSNAA, Mussoorie to ITBP Academy Mussoorie & back	4 Nos.(27 Seater) AC MINI BUSES	
	LBSNAA, Mussoorie to Hotel Grand Shiva, Rishikesh	4 Nos.(27 Seater) AC MINI BUSES	
13.04.17 (Thursday)	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
14.04.17 (Friday)	Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back	4 Nos.(27 Seater) AC MINI BUSES	
15.04.17 (Saturday)	Hotel Grand Shiva, Rishikesh to IGNFA/IMA Dehradun City area	4 Nos.(27 Seater) AC MINI BUSES	
16.04.17 (Sunday)	Dehradun City to New Delhi Airport	2 Nos.(54 Seater) AC VOLVO BUSES	
06.04.17 to 16.04.17	During complete attachment	1 SUV (AC)	
TOTAL AMOUNT QUOTED (All inclusive)			

Note:

- 1) The rates quoted shall be **all-inclusive**.
- 2) The rates once quoted shall **remain valid/fixed** during the period of contract and no variation on account of escalation of POL charges/cost of spare parts, etc. (or) on account of any unforeseen event, shall be entertained.
- 3) Vendor shall be entirely responsible for all taxes, duties, license, fees etc. incurred during the course of delivery of the contracted services to the Academy.

Signature of Vendor :
Name :
Stamp :
Seal :

Date :
Place :