



सरदार वल्लभभाई 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

TENDER ENQUIRY NO.:12011/12/2013-14/HS-Motors
DATED 09th MARCH, 2018

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

Date of Tender Enquiry : March 09, 2018.

Closing date & time for submitting bids : March 17, 2018 at 1700 hrs



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.12011/12/2013-14/HS-Motors

Dated the 09th March, 2018.

NOTICE INVITING e-TENDERS

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

Sir,

Short Open 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, Traveller (AC) & 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 09.03.2018 |
| b) | Description of service | Supply of 54-Seater AC Volvo Buses, 27-Seater AC Mini Buses, Traveller (AC) & 2 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 | Single-Bid System (Techno-Commercial) |
| e) | Closing date & time of submitting bids. | On March 17, 2018 at 1700 hrs |
| f) | Date of opening of bids received. | On March 19, 2018 in SVPNPA, Hyderabad |
| g) | Earnest Money Deposit. | Demand draft for Rs.30,000/- , drawn from any of the Commercial Banks in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'. |
| h) | Payment terms | Hire charges will be paid after completion of the entire training programme. No advance payment will be made. |
| i) | Bid validity | Bid should be valid for 180 days from the date of opening of bid. |
| j) | 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. |

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

| | Particulars | Date | Time |
|---|--|-----------|-----------|
| 1 | Date of Online Publication of Tender | 09.3.2018 | 1000 Hrs. |
| 2 | Starting date for downloading tender document | 09.3.2018 | 1100 Hrs. |
| 3 | Bid Submission starting date | 09.3.2018 | 1200 Hrs. |
| 4 | Bid Submission closing date | 17.3.2018 | 1700 Hrs. |
| 5 | Closing date & time for submission of hard copy of EMD | 17.3.2018 | 1700 Hrs. |
| 6 | Date of opening technical bids | 19.3.2018 | 1000 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) 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.30,000/- (Rupees Thirty 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.

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I) 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.

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J) REQUIREMENT OF VEHICLES:

Group A & B:

| Date | Timings | From - To | Requirement | Remarks |
|------------------------|-----------------------|--|--|---|
| 29.03.18 (Thursday) | Morning 0830 hrs | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 2 Nos. (54 Seater) AC Volvo Buses | For transport of 135 Personnel with luggage |
| | Afternoon 1200 hrs | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 1 No. (54 Seater) AC Volvo Bus | |
| | Evening 1800 hrs | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 1 No Traveller AC (For 8 Probationers) | |
| 30.03.18 (Friday) | 0730-2130 Hrs | Hotel Vibe (Lalit) to IRTE, Faridabad and back | 3 Nos. (54 Seater) AC Volvo Buses | |
| 31.03.18 (Saturday) | 0730-2100 Hrs | Hotel Vibe (Lalit) to IRTE, Faridabad and back | 3 Nos. (54 Seater) AC Volvo Buses | |
| | 2100 Hrs | Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn | 3 Nos. (54 Seater) AC Volvo Buses | |

Group A:

| Date | Timings | From - To | Requirement | Remarks |
|-------------------------|------------------|---|------------------------------------|--|
| 01.04.18 (Sunday) | 0400 Hrs | Dehradun Railway Station to LBSNAA, Mussoorie | 4 Nos. (27 Seater) AC Mini Buses | For transport of 68 Personnel with luggage |
| 02.04.18 (Monday) | 0530-1700 Hrs | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 03.04.18 (Tuesday) | 0530-1700 Hrs | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 04.04.18 (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 | |
| 05.04.18 (Thursday) | 0630-1500 Hrs | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC Mini Buses | |

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| | | | | |
|---------------------------|--------------------|--|-----------------------------------|------------------------|
| 06.04.18 (Friday) | 0630- 1500 Hrs | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 07.04.18 (Saturday) | 0900 - 2300 Hrs | Hotel Grand Shiva, Rishikesh to IGNFA, Dehradun to Dehradun Rly. Station | 4 Nos. (27 Seater) AC Mini Buses | |
| 29.03.18 to 08.04.2018 | - | During complete attachment | 1 SUV (AC) | For conducting officer |

Group B:

| Date | Timings | From - To | Requirement | Remarks |
|---------------------------|-------------------|---|------------------------------------|--|
| 01.04.18 (Sunday) | 0300 Hrs | Haridwar Railway Station to Hotel Grand Shiva, Rishikesh | 4 Nos. (27 Seater) AC Mini Buses | For transport of 67 Personnel with luggage |
| 02.04.18 (Monday) | 0630- 1500 Hrs | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 03.04.18 (Tuesday) | 0630- 1500 Hrs | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 04.04.18 (Wednesday) | 0700- 1800 Hrs | Hotel Grand Shiva, Rishikesh to IGNFA Dehradun to LBSNAA, Mussoorie | 4 Nos. (27 Seater) AC Mini Buses | |
| 05.04.18 (Thursday) | 0530- 1700 Hrs | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 06.04.18 (Friday) | 0530- 1700 Hrs | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses | |
| 07.04.18 (Saturday) | 0530- 1400 Hrs | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| | 1500 Hrs onwards | LBSNAA, Mussoorie to Dehradun to Dehradun Rly. Station | 4 Nos. (27 Seater) AC Mini Buses | |
| 29.03.18 to 08.04.2018 | - | During complete attachment | 1 SUV (AC) | For conducting officer |

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- NOTE:**
- i) The buses will be with IPS Probationers from 29.03.2018 to 08.04.2018 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.



R. Jayanthi

(R. Jayanthi)
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 | Registration Number of Firm, Name of the Vendor and Address (Block Letters) | |
| 2 | Contact No. (Landline and Mobile) | |
| 3 | Permanent Account Number (PAN) | |
| 4 | GST/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 FINANCIAL BID

Group A & B:

| Date | From - To | Requirement | Amount quoted |
|--------------------------------|--|--|---------------|
| 29.03.18 (Thursday) | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 2 Nos.(54 Seater) AC VOLVO BUSES | |
| | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 1 No.(54 Seater) AC VOLVO BUS | |
| | New Delhi Airport to Hotel Vibe (Lalit), Faridabad | 1 No Traveller AC (For 8 Probationers) | |
| 30.03.18 (Friday) | Hotel Vibe (Lalit) to IRTE, Faridabad and back | 3 Nos.(54 Seater) AC VOLVO BUSES | |
| 31.03.18 (Saturday) | Hotel Vibe (Lalit) to IRTE, Faridabad and back | 3 Nos.(54 Seater) AC VOLVO BUSES | |
| | Hotel Vibe (Lalit), Faridabad to New Delhi Rly Stn | 3 Nos.(54 Seater) AC VOLVO BUSES | |

Group A:

| Date | From - To | Requirement | Amount Quoted |
|---------------------------------|--|---|---------------|
| 01.04.18 (Sunday) | Dehradun Railway Station to LBSNAA, Mussoorie | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 02.04.18 (Monday) | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 03.04.18 (Tuesday) | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 04.04.18 (Wednesday) | LBSNAA, Mussoorie to ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| | LBSNAA, Mussoorie to Hotel Grand Shiva, Rishikesh | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 05.04.18 (Thursday) | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 06.04.18 (Friday) | Hotel Grand Shiva to River Rafting Site/ Bungee Jumping Site & back | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 07.04.18 (Saturday) | Hotel Grand Shiva, Rishikesh to IGNFA, Dehradun to Dehradun Rly. Station | 4 Nos. (27 Seater) AC MINI BUSES4 Nos. | |
| 29.03.18 to 08.04.2018 | During complete attachment | 1 SUV (AC) | |
| | Total Amount quoted (All inclusive) | | |

(contd.2)

Group B:

| Date | From - to | Requirement | Amount Quoted |
|-------------------------------------|---|------------------------------------|---------------|
| 01.04.2018 (Sunday) | Haridwar Railway Station to Hotel Grand Shiva, Rishikesh | 4 Nos. (27 Seater) AC Mini Buses | |
| 02.04.2018 (Monday) | Hotel Grand Shiva to River Rafting site/ Bungee jumping site & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| 03.04.2018 (Tuesday) | Hotel grand shiva to river rafting site/ Bungee jumping site & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| 04.04.2018 (Wednesday) | Hotel Grand Shiva, Rishikesh to IGNFA Dehradun to LBSNAA, Mussoorie | 4 Nos. (27 Seater) AC Mini Buses. | |
| 05.04.2018 (Thursday) | LBSNAA, Mussoorie To ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| 06.04.2018 (Friday) | LBSNAA, Mussoorie To ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| 07.04.2018 (Saturday) | LBSNAA, Mussoorie To ITBP Academy Mussoorie & back | 4 Nos. (27 Seater) AC Mini Buses. | |
| | LBSNAA, Mussoorie To Dehradun to Dehradun Rly. Station | 4 Nos. (27 Seater) AC Mini Buses. | |
| 29.03.2018 to 08.04.2018 | 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 :