



राजीव गांधी पेट्रोलियम प्रौद्योगिकी संस्थान
जायस, अमेठी-229304
उत्तर प्रदेश, भारत

**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
JAIS, AMETHI- 229304
UTTAR PRADESH, INDIA**

TENDER NOTICE

For

PROCUREMENT OF

Sr. No.	Name of Items	Qty.
1.	TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner)	01
2.	Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC)	01

Rajiv Gandhi Institute of Petroleum Technology (RGIPT), Jais, Amethi, Uttar Pradesh has been established through an Act of the Parliament by the Ministry of Petroleum and Natural Gas (MoPNG), Government of India in 2008.

The Institute has been accorded the eminence of being an Institution of National Importance on the lines of the IITs. The Institute is associating with leading International Universities/ Institutions specializing in Petroleum Technology and Energy.

Sealed Quotation are invited from reputed **Original Equipment Manufacturers/ Authorized Dealers/ Authorized distributors** for Procurement of 01 No. TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner) + 01 Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC) in Rajiv Gandhi Institute of Petroleum Technology, Jais Amethi- 229304 as per specifications mentioned in Annexure I-IV: The tender document may be downloaded from the website

CRITICAL DATE AND INFORMATION

Name of Work	Procurement of 01 No. TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner) + 01 No. Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC)
Tender No.	RGIPT/JAIS/ITC/2023-24/03R dated 15.01.2024
Date of Issue/publication of Tender Notice	15.01.2024, 11.00 AM.
Bid Document Download Date & Time	15.01.2024, 11.00 AM.
Pre-Bid Meeting Date, Time & Venue (All queries shall be discussed in the Pre- Bid Meeting.)	22.01.2024, 04:00 PM. Academic Block -II, 5th Floor Conference Room, RGIPT Campus Jais, Amethi UP.
Bid Submission Start Date & Time	15.01.2024, 11.00 AM.
Last Date and time of submission of Bids	05.02.2024, 5:00 PM.
Date and time of opening of Technical Bids	06.02.2024, 03:00 PM.
Date and time of opening of Financial Bids	Shall be intimated through email. Will be intimated later to technical successful bidders
Bid Address to the	The Chairman, Transport Committee Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur, Mukhtia, Bahadurpur Post: Harbanshganj, Jais, Amethi - 229304 Email: chairman_transport@rgipt.ac.in transport@rgipt.ac.in

Contact person & address for communication	Name: Dr. Vipin Amoli Chairman, purchase committee Email: <u>chairman transport@rgipt.ac.in</u> <u>transport@rgipt.ac.in</u> Contact Nos. +91 535 270 4819
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Notes:

1. **Scope of work:** Procurement of 1 No. TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner) and 1 No. Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC) in Rajiv Gandhi Institute of Petroleum Technology, Jais Amethi- 229304 as per specifications mentioned in Annexure(s) I - IV **through two bid system. The Technical and Financial bids must be submitted in two separate sealed envelopes super scribed as Technical and Financial bid on the envelops and these two envelopes must be kept under one sealed envelope.**

2. **Eligibility Criteria :**
 - a. The bidder must be either OEM/ Authorized Dealer/ Authorized Distributor of TATA MOTORS. The copy of authorization letter must be enclosed with the tender.
 - b. The bidder must have valid GST & PAN Number. The copy of relevant document must be enclosed.
 - c. *Earnest Money Deposit (EMD) of Rs. 2,50,000/- in the form of NEFT/Demand Draft, Fixed Deposit Receipt, Bankers Cheque issued by any Nationalized Bank in favour of “Rajiv Gandhi Institute of Petroleum Technology, payable at Jais”.
 - *EMD and Performance security are exempted for OEM/ Authorized Dealer/ Authorized Distributor of TATA MOTORS.**
 - d. The bidder must comply the technical specification as mentioned in the bid.
 - e. The bidder must have three years of experience for selling of TATA Vehicles as a dealer/ distributor/ OEM.
 - f. The bidder must not be black listed by any Government Department etc. A self-declaration certificate must be enclosed (Annexure V- Annexure X).
 - g. The bidder must have Annual Turnover of not less than 25 lakh for last three years. The CA certified Annual Turnover Certificate must be enclosed.

3. **Evaluation of Bids: The bids will be evaluated in two steps. (Technical and Financial)**
 - a. ***The tender will be evaluated on item wise basis.***
 - b. The bids of eligible bidders only will be evaluated based on eligibility criteria mentioned in the tender document.
 - c. The bidders whose technical bid is found to meet both the requirements as specified above will qualify for opening of the financial bid.
 - d. The duly constituted Purchase Committee shall evaluate the bids. The Purchase

Committee shall be empowered to take appropriate decisions on minor deviations, if any.

- e. The bidder's name, bid prices, discounts and such other details considered as appropriate by RGIPT, Jais, Amethi, will be announced at the time of opening of the financial bids.
- f. The bids shall be evaluated on the basis of the total prices including all taxes and duties as per the details mentioned in the financial bid.

4. TERMS AND CONDITIONS OF THE TENDER

a. Location of Supply & Installation of Vehicle & Warranty Services:

Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur, Mukhetia More, Bahadurpur, Post: Harbanshanj, Jais, Amethi – 229304, Uttar Pradesh.

- b. All the items covered in the Schedule of Requirements must be supplied within 16 weeks from the date of placement of purchase order.
- c. The successful bidder has to submit performance security of 10% of the contract value in the form of DD/FDR/BG from any recognized bank which should be valid beyond 60 days of completion of the warranty period.
- d. A bid submitted with false information will not only be rejected but the vendor may also be debarred for participation in future tendering processes.
- e. Authorized representative may choose to be present at the time of opening of quotation at their own cost.
- f. Only one PRICE BID should be submitted for the above equipment. A bidder who submits more than one PRICE BID, shall be disqualified and considered non-responsive.

5. Amendment to Bidding Documents:

- ii. At any time prior to the deadline for submission of bids, RGIPT, Jais, Amethi may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
- iii. The amendments to the tender documents, if any, will be notified by release of Corrigendum Notice on institute website against this tender. The amendments/modifications will be binding on the bidders.
- iv. RGIPT, Jais, Amethi at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period, in order to give prospective bidders time to take into consideration the amendments while preparing their bids.

4. Preparation of Bids

The Technical and Financial bids must be submitted in two separate sealed envelopes superscribed as Technical and Financial bid on the envelopes and these two envelopes must be kept under one sealed envelope. Bidder should avoid, as far as possible, corrections, overwriting, erasures or postscripts in the bid documents. In case however, any corrections, overwriting, erasures or postscripts have to be made in the bids, they should be supported by dated signatures of the same authorized person signing the bid documents. However, bidder shall not be entitled to amend/ add/ delete/ correct the clauses mentioned in the entire tender document. The technical bid must contain all supporting documents mentioned in the eligibility criteria and filled and duly signed Annexure-I and Annexure-II. The financial bid must contain the Annexure-III and Annexure-IV duly filled and signed and

put in separate envelop super scribed Financial Bid..

5. Forfeiture of EMD:

- i. In case of the bidder whose offer is accepted, the EMD will be returned on submission of Performance Security.
- ii. The successful bidder, on award of contract/ order, must send the contract/ order acceptance in writing, within 07 days of award of contract/ order, failing which the EMD will be forfeited and the order will be cancelled.
- iii. If the bidder withdraws the bid during the period of bid validity specified in the tender.

6. Period of validity of bids:

- i. Bids shall be valid for minimum 180 days from the date of submission. A bid valid for a shorter period shall stand rejected.
- ii. RGIPT, Jais, Amethi may ask for the bidder's consent to extend the period of validity. Such request and the response shall be made in writing only. The bidder is free not to accept such request without forfeiting the EMD. A bidder agreeing to the request for extension will not be permitted to modify his bid.

7. Payment terms: 100% payment will be released against successful supply of vehicles at site i.e Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi and submission of original tax Bill/ Invoice, Insurance and registration, certified by the purchase committee.

8. Replacements of Goods Broken, Damaged or Short: If whole or part of the goods/ equipment supplied against the order is found defective/non-functional or without specification the supplier will have to replace the defective goods/equipment to make equipment operational within a reasonable time (not exceeding two months from the date of intimation to the supplier or the Indian Agent), failure to which the supplier will have to refund the full cost of the equipment including freight, Insurance etc.

Jurisdiction: The disputes, legal matters, court matters, if any shall be subject to Raebareli/ Amethi jurisdiction only.

9. L.D Clause: In case of any delay in supply of the vehicle, liquidate damage at the rate of 0.5% of the order value per day of delay, subject to maximum of 5% will be deducted from the final bill.

10. Deadline for Submission of Bids:

- i. The Bid documents shall be neatly arranged. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Bid. ***The conditional bid will be summarily rejected.***
- ii. Bids must be received by RGIPT, Jais, Amethi before the due date and time at the address specified in the tender document.
- iii. RGIPT, Jais, Amethi may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified on its website.
- iv. RGIPT, Jais, Amethi shall not be responsible and liable for **the delay in receiving the bid** for whatsoever reason.

11. Purchase Order:

- i. RGIPT, Jais, Amethi shall issue purchase order to the eligible bidder whose technical bid has been accepted and determined as the **lowest evaluated financial bid based on the item wise**. However, RGIPT, Jais, Amethi reserves the right and has sole discretion to reject the lowest evaluated bid.

12. Institute's Right to amend/cancel:

- i. RGIPT, Jais, Amethi reserves the right to amend the eligibility criteria, commercial terms & conditions, Scope of Supply, technical specifications etc.
- ii. RGIPT, Jais, Amethi reserves the right to cancel the entire tender without assigning any reasons thereof.

13. Termination:

- i. The Institute may, without prejudice to any other remedy for breach of contract may terminate the contract in whole or in parts in the event of the following:-
 - a. If the contractor fails to arrange the supply of any or all of the vehicles within the period(s) specified in the contract or any extension thereof granted by the Campus.
 - b. If the contractor fails to perform any other obligation(s) under the contract. In case the Contract has to be terminated, one-month advance notice in writing shall be given by either side.**

b. Corrupt or Fraudulent Practices:

- i. It is expected that the bidders who wish to bid for this project have highest standards of ethics.
- ii. RGIPT, Jais, Amethi will reject bid if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract.
- iii. RGIPT, Jais, Amethi may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the award / execution of contract.

c. Interpretation of the clauses in the Tender Document/ Contract Document

- i. In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, the interpretation of the clauses by Director, RGIPT, Jais, Amethi shall be final and binding on all parties.

Specification of the TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner)

Item No. 1

Brand Name: TATA

Model no: TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner) (Diesel)

1. Seats

	Comply/Not Comply	Deviation (If any)
NUMBER OF SEATS -15 + 1		
SEAT TYPE -Push back seats		

Engine

	Comply/Not Comply	Deviation (If any)
TYPE -2.2L		
POWER -73.5 kW @3750 r/min		
TORQUE -200 Nm @ 1000-3500 r/min		

2. Aggregates

	Comply/Not Comply	Deviation (If any)
CLUTCH -215 mm Single plate Dry Friction		
Semi Hydraulic Actuation		
GEARBOX -5 Forward + 1 Reverse, Manual		
STEERING-Power Assisted Rack and Pinion		
TYRES -195R15 LT		
BRAKES Front - Disc Brakes with Twin Pot Calliper; Rear Drum Brakes		
SUSPENSION: Front - Mcpherson Strut with Coil Spring Rear - Double Parabolic Leaf Spring, Hydraulic Telescopic Shock Absorber		
AXLE -Front - Single Reduction, FWD Drive with CV shaft Arrangement Rear - Rigid		
FUEL TANK 60 L		
BATTERY 12 V, 80 Ah		

Dimensions

	Comply/Not Comply	Deviation (If any)
WHEELBASE -3488 mm		
LENGTH -5548 mm		
WIDTH -1950 mm		
HEIGHT -2670 mm		
INTERNAL HEIGHT -1900 mm		
WHEEL TRACK FRONT -1560 mm		
GROUND CLEARANCE -185 mm		

Weight

	Comply/Not Comply	Deviation (If any)
GVW 3470 Kg		

Color

	Comply/Not Comply	Deviation (If any)
Arctic White		

Note: The overall quality of the model quoted will be evaluated during Technical Evaluation

Place:

Date:

Signature and seal of the Manufacturer/ Bidder

Technical Specifications Compliance Statement of "01 No. TATA WINGER TOURIST/STAFF 15S (Arctic White Color, 15+D seats with air conditioner)" should be submitted as per format given in Annexure - I (On the Company's Letter Head)

Specification of the Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC)**Item No. 2****Brand Name: TATA****Model no: Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC) (Diesel)**

Sr. No.	Features	Specifications	Comply/Not Comply	Deviation if any
1.	Wheelbase (mm)	4500		
2.	Engine	TATA 4SP CR		
3.	Engine Power	92KW @ 2800 r/min		
4.	Engine Torque	350Nm @ 1400-2400 r/min		
5.	Clutch Diameter (mm)	310		
6.	Gearbox	GB400 - Cable Shift		
7.	Brakes	Air Brakes		
8.	Suspension	Parabolic Suspension		
9.	Steering	Power-Steering, Tilt – Telescope		
10.	Battery	12 V, 100 Ah		
11.	Alternator	75 A/150A		
12.	Tyres	225/75R17.5 7.50 R 16		
13.	Fuel Tank Capacity (litres)	120/90 Plastic		
14.	DEF Tank Capacity (litres)	18		
15.	Max. GVW (kg)	8000		
16.	Seating Capacity	SKL : 37		
17.	Length (mm)	8630		
18.	Rear Overhang (mm)	2700		
19.	Front Overhang (mm)	1430		
20.	Overall Height (mm)	2910/3120		
21.	Max. Width (mm)	2200/2340TCD (Mtr)17.5		
22.	Ground clearance (MM)	180		
23.	AC / NON AC OPTION	NON AC		

Note: The overall quality of the model quoted will be evaluated during Technical Evaluation

Place:

Date:

Signature and seal of the Manufacturer/ Bidder

Technical Specifications Compliance Statement of “01 No. Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC)” should be submitted as per format given in Annexure – I (On the Company’s Letter Head)

FINANCIAL BIDItem-1

**Financial Bid in Indian Currency for TATA WINGER TOURIST/STAFF 15S (Arctic White Color,
15+D seats with air conditioner)**

Name of the Bidder/Tenderer:

Tender No.:

Sr. No.	Description	Total Amount (In INR)
1	EX-SHOWROOM PRICE (Rs.)	
2	EXTENDED WARRANTY (5 Years) (Rs.)	
3	INSURANCE PRICE (Zero Dep) (Rs.)	
4	REGISTRATION CHARGES (Rs.)	
5	BASIC KIT (Rs.)	
6	MSR + FAST TAG (Rs.)	
7	TOTAL (Rs.)	
8	DISCOUNT (if Any) (Rs.)	
9	GST in Rs.	
11	Total on road price exclusive of GST	
12	Total on road price inclusive of GST	

Signature with seal of the bidder

Date:

FINANCIAL BIDItem-2**Financial Bid in Indian Currency for Tata City Ride Skool (Cityride SKL 37+A+D LP 712/45) (Non AC)****Name of the Bidder/Tenderer:****Tender No.:**

Sr. No.	Description	Total Amount (In INR)
1	EX-SHOWROOM PRICE (Rs.)	
2	EXTENDED WARRANTY (5 Years) (Rs.)	
3	INSURANCE PRICE (Zero Dep) (Rs.)	
4	REGISTRATION CHARGES (Rs.)	
5	BASIC KIT (Rs.)	
6	MSR + FAST TAG (Rs.)	
7	TOTAL (Rs.)	
8	DISCOUNT (if Any) (Rs.)	
9	GST in Rs.	
11	Total on road price exclusive of GST	
12	Total on road price inclusive of GST	

Signature with seal of the bidder**Date:**

**MANUFACTURERS' AUTHORIZATION FORM (MAF)(ON THE
LETTER HEAD OF THE COMPANY)**

[NOTE: The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be **on the letterhead of the Manufacturer** and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. It should be included by the Bidder in its bid]

No. Dated

Date: [insert date (as day, month and year) of Bid Submission]

Tender No.: [insert number from Invitation for Bids]

To,
The Director
Rajiv Gandhi Institute of Petroleum Technology
Mubarakpur, Mukhtia, Bahadurpur
POST: Harbanshganj, Jais, Amethi - 229304

WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address ofManufacturersfactories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following Goods, manufactured by us [insert name andor brief description of the Goods], and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title/Designation: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name ofBidder]

Dated on____ day of,_____,_____ [insert date of signing]

Yours faithfully,

(Name of manufacturers)

OR

SELF DECLARATION OF MANUFACTURING UNIT

PRICE REASONABILITY CERTIFICATE

(ON THE LETTER HEAD OF THE COMPANY)

It is certified that the rates quoted against Tender No. Datedfor the items vide our bid No. datedare exclusively for supply to ACADEMIC and RESEARCH Institutions and are not more than as charged to other Govt./PSU"s for similar supplies made in recent past. If they have been approved by the Director, RGIPT and if at any stage it has been found that the quoted rates are higher than the rates applicable to supply to Government then in such condition RGIPT, Amethi, will have the right to cancel the approved rates and to take legal action against the tenderer.

Yours faithfully,

(Name of manufacturers)

(Signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

DECLARATION (ACCEPTANCE OF TERMS & CONDITIONS)

(ON THE LETTER HEAD OF THE COMPANY)

1. I, Son/Daughter of Shri
Proprietor/Partner/CEO/MD/Director/Authorized Signatory of M/s
..... am competent to sign this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.

Date: -----

Place: -----

Signature of the Authorized Person

Full Name: -----

Company Seal: -----

DECLARATION SHEET

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to RGIPT, Jais, Amethi.

We, further specifically certify that our organization has not been Black- Listed/ De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	
1. Phone	
2. Fax	
3. E-mail	
4. Contact Person Name	
5. Mobile Number	
6. TIN Number	
7. PAN Number	
8. (In case of on-line payment of Tender Fees)UTR No. (For Tender Fee)	
9. (In case of on-line payment of EMD) UTR No. (For EMD)	
10. Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	
c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful bidder	

(Signature of the Tenderer)
Name:

Seal of the Company

NON-BLACKLISTING DECLARATION

It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. No forged / tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that RGIPT, Amethi is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.

In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, we are liable for forfeiture of EMD and or any penal action and other damages including withdrawal of all work/purchase orders being executed by us. **Further RGIPT, Amethi is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.**

I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s which is improper / illegal during the execution in case the tender is awarded to us.

Neither I/We nor anybody on my/our behalf will indulge in any corrupt activities/practices in my/our dealing with the Institute.

Our Firm/Company/Agency is not been blacklisted or banned by any Central Government Department/ State Government Department, PSU, University, Autonomous Institute or Any other Govt. Organization.

Date

Signature of the Tenderer

Place

Stamp

List of Govt. Organization/Department/Institutes

List of Government Organization/Department/Institutes for whom the Bidder has undertaken such work during last three years (must be supported with work orders)		
Name of the Organization	Name of Contact Person	Contact No.

(Signature of the Tenderer)

Name:

Seal of the Company

