

**NATIONAL SEEDS CORPORATION LIMITED**  
(A GOVT. OF INDIA UNDERTAKING MINIRATNA COMPANY)  
REGIONAL OFFICE: BANGALORE-560024  
(CIN: U 74899 DL 1963 GOI 003913)

Engg(Vehicle)/NSC-BNG

Date: 02.05.2018

**NOTICE INVITING E-TENDER**

National Seeds Corporation Limited, Regional Office, Bangalore invites e-tenders for providing 4 seater cars for movement within Bangalore and nearby area from registered vehicle providers/ agencies. The details are available on our website [www.indiaseeds.com](http://www.indiaseeds.com).

Name of Work	Providing 4 seater cars for movement of officials
Location	Bangalore and surrounding districts
Completion Period	6 months
Tender cost	₹ 500/- (Rupees five hundred only)
Earnest Money	₹ 10,000/- (Rupees ten thousand only)
Date/ time of publication	04.05.2018 at 10:00 hours
Time for submission of e-tender	18.05.2018 up to 14:00 hours
Time of opening of technical bid	18.05.2018 at 15:30 hours
Address for communication	National Seed Corporation Limited, Regional office, UAS Campus, Hebbal Bangalore - 560024
Contact details for inquiry	Junior Engineer (Civil) <a href="mailto:engineering.bng@gmail.com">engineering.bng@gmail.com</a> 080-23415816, 8277659059

**Note:**

- 1) Tender document will be available on NSCL e-Portal: <https://indiaseeds.eproc.in>.
- 2) Tender EMD should be submitted online along with cost of tender document.
- 3) Technical bid will be opened in e-procurement portal on given date. Financial bid will be opened after evaluation of technical bids.
- 4) No change in terms and conditions shall be entertained.
- 5) NSCL reserves the right to accept or reject any/all tenders without assigning any reason whatsoever and decision of the Corporation shall be final and binding on tenderer.

## Section - 1

### Instructions to tenderers – Online mode

#### DEFINITIONS:

C1 India Private Limited: Service provider to provide the e-Tendering Software.

NSCL e-Procurement Portal: An e-tendering portal of National Seeds Corporation Limited ("NSCL") Introduced for the process of e-tendering which can be accessed on <https://indiaseeds.eproc.in>.

#### 1) ACCESSING / PURCHASING OF BID DOCUMENTS:

It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA's from the link [www.cca.gov.in](http://www.cca.gov.in)) to participate in e-tendering of NSCL.

C1-India Pvt. Ltd. facilitates for procurement of Class-III DSC's. DSC Procurement request may be sent to [jatin.kalra@c1india.com](mailto:jatin.kalra@c1india.com) for more details during NSCL working days.

To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>), to have a User ID & Password which has to be obtained by submitting a non-refundable annual registration charge of ₹ 3416/- (inclusive of all taxes) in favour of M/s C1 India Private Limited through Online mode. Validity of Registration is ONE Year. After making the payment through online mode (i.e. Net banking, Debit card, Credit Card), Vendors have to send an e-mail intimation [nsclsupport@c1india.com](mailto:nsclsupport@c1india.com) to Help desk for their profile activation. The account will be activated within 24 working Hours. Profile activation will be done only during NSCL working days. No profile activation will take place during NSCL Holidays & Gazette holidays.

To participate in bidding, bidders have to pay Tender Processing Fee of ₹ 570/- (inclusive of all taxes, non-refundable) through online mode (Internet banking/ Debit card/ Credit card).

To participate in bidding, bidders have to pay Tender Document (Non-Refundable) and EMD (Refundable) as per the amount mentioned in the tender document through Online mode from <https://indiaseeds.eproc.in>.

Both 'EMD' and 'Tender Document Fee' are mentioned in individual tender document as published at NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>). The bidders who are MSE and registered with NSIC are exempted from paying EMD and tender document cost, for which they have to submit the documentary proof.

The amendments / clarifications to the tender, if any, will be posted on the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>).

For help desk, please contact e-Tendering Cell and Help Desk Support.

NSCL Global Support E-Mail Id: [nsclsupport@c1india.com](mailto:nsclsupport@c1india.com)

NSCL Global Support Telephone: +91-124-4302033 / 36 / 37 during Monday to Friday between 9.00 to 7.00 Hrs

#### 2) PREPARATION AND SUBMISSION OF APPLICATION

Detailed NIT may be downloaded from NSCL e-tendering portal and the Application may be submitted compulsorily online mode following the instructions appearing on the screen /NIT.

Tenderer / Bidder can pay tender document Fee as per tender document online through Internet Banking / Debit Card / Credit Card.

A Tenderer / Bidder manual containing the detailed guidelines for e-tendering system is also available on the portal.

3) MODIFICATION/ SUBSTITUTION/ WITHDRAWAL OF BIDS:

The Bidder may modify, substitute or withdraw its e-bid after submission prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date. Any alteration / modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the NSCL, shall be disregarded.

For modification of e-bid, bidder has to decrypt its old bid from e-tendering portal and upload /resubmit digitally signed modified bid. For withdrawal of bid, bidder has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.

4) OPENING AND EVALUATION OF APPLICATIONS

Opening of Applications will be done through online process. However, Corporation reserves the right for evaluation and decision based on tender submitted online. NSCL shall open documents of the Application received in electronic form of the tender on the Application due date i.e., in the presence of the Applicants who choose to attend. NSCL will subsequently examine and evaluate the Applications in accordance with the provisions set out in the Tender Document. The financial bid of the eligible applicants will be opened on a date that will be notified later on.

5) DISCLAIMER:

The vendor must read all the instruction in the RFP and submit the same accordingly.

## Section - 2

### Terms & conditions for providing local and outstation conveyance

#### **1. General terms**

- 1.1. The contract period will be for a period of 6 months and can be extended by mutual agreement of NSCL and the vehicle provider.
- 1.2. NSCL reserves unconditional right to end the contract after giving a notice period of 10 days to the provider.
- 1.3. After issue of work order to successful party, the EMD of other tenderers will be refunded.
- 1.4. EMD for successful tenderer will be refunded after completion of contract. If for any reason the contract is ended before agreed period, the EMD will not be returned.

#### **2. Quality of service**

- 2.1. The vehicles should be available for transport within Bangalore and nearby districts as per requirements of NSCL (AC/Non-AC with at least 4 seat capacity). Multiple vehicles can be required simultaneously.
- 2.2. The vehicles should be made available at required place within 30 minutes of intimation. If the vehicle is not available after 1 hour from the time of intimation, a fine of ₹ 500/- per trip will be charged. Additionally, NSCL may hire a similar vehicle if required and the charge so incurred will be recovered from the provider.
- 2.3. The vehicles should not be older than 5 years and the vehicle provider is responsible for their registration, insurance and maintenance including POL and all the taxes payable.
- 2.4. The vehicle driver should have valid Driver's License and sufficient driving experience.

#### **3. Billing and payment**

- 3.1. The opening and closing meter reading will be counted from the starting and ending point as required by NSCL. The distance travelled will be calculated as per this reading.
- 3.2. The opening and closing time shall be taken as per the arrival of vehicle at requested place. This time shall be taken in minutes.
- 3.3. The tariff should be inclusive of GST and any other applicable taxes.
- 3.4. Tariff is to be quoted in 3 parts separately for local and outstation trips (Annexure A2)-
  - 1) Time Tariff for total time the vehicle is in use (both running and waiting time)
  - 2) Distance Tariff for Non-AC car
  - 3) Distance Tariff for AC car
- 3.5. Time tariff is to be quoted as per hour and will be fixed for the entire contract period.
- 3.6. Distance tariff is to be quoted as per km taking the base price of diesel to be ₹ 65/- per litre. Actual distance tariff will change with change in price of diesel in Bangalore and will be worked out as follows (rounded to nearest paise) -  
**Actual tariff = Quoted tariff x (Rate of diesel on 15<sup>th</sup> of current month)/65**
- 3.7. An up-to-date log book in the required format (Annexure B) is to be maintained by the provider which is to be presented along with monthly bill for payment. It is the duty of the vehicle provider to ensure that the driver and authorising official sign in the log book and the trip sheet before starting any trip.
- 3.8. The payment will be made on monthly basis at the end of each calendar month on production of log book and monthly bill in the required format. No advance payment will be made. The mandatory taxes shall be deducted as per govt. rules.
- 3.9. Reimbursement of any toll tax / parking fees paid during the month will be made along with the monthly bill based on original receipts at normal rates only without any penalties.

#### **4. Contingencies**

- 4.1. In case of any accident, traffic violations or damage to vehicle, NSCL will have no obligation to pay any penalties or compensation.
- 4.2. The vehicle provider is responsible for the safety of passengers and any insurance claim or financial loss caused due to fault in vehicle or due to actions of driver will be recovered from the vehicle provider.

Technical bid

Details to be filled up and documents to be uploaded in e-Tender portal -

SN	Particulars	Procedure
1	Name and address of the service provider	to be filled in e-procurement portal
	Contact No.	to be filled in e-procurement portal
	E-mail ID	to be filled in e-procurement portal
2	Firm registration certificate	copy to be uploaded
3	Partnership Deed if Partnership firm	copy to be uploaded if applicable
	Authorization for signing if it is limited company or partnership firm.	copy to be uploaded if applicable
	An affidavit of ownership if proprietary firm/sole traders.	copy to be uploaded if applicable
4	PAN	to be filled in e-procurement portal
	PAN card scan	copy to be uploaded
5	GSTIN	to be filled in e-procurement portal
	GSTIN registration	copy to be uploaded
6	Income-tax Return 2017-18	copy to be uploaded
7	Bank details	
	Account Number	to be filled in e-procurement portal
	IFS Code	to be filled in e-procurement portal
8	Experience certificate (work orders from other departments)	copy to be uploaded
9	Affidavit certificate that not black listed and no arbitration case pending	copy to be uploaded
10	Other document if any in support of the tender	copy to be uploaded if available
11	Acceptance letter on official letterhead in the format given below	scanned copy to be uploaded

Format of acceptance letter  
(to be printed on official letterhead and scanned copy to be uploaded)

With reference to your advertisement in Vijaya Karnataka newspaper, we hereby quote our most competitive offer for providing conveyance for officials in and around Bangalore. I have read and understood e-Tender Terms & Conditions and I agree to abide by them. I hereby certify that all the information mentioned in the technical bid is true and in case any information is found to be incorrect, my bid may be rejected by NSCL Management.

Date.....  
Place.....

Signature.....  
Name.....  
Complete Address.....  
Seal  
Phone no.....  
Mobile no.....  
E-mail.....

Financial bid

Details to be filled up in e-Tender portal -

Local rates		
Time tariff (local)	₹ / hour	
Distance tariff (Non-AC car, local)	₹ / km	
Distance tariff (AC car, local)	₹ / km	

Outstation rates		
Time tariff (outstation)	₹ / hour	
Distance tariff (Non-AC car, outstation)	₹ / km	
Distance tariff (AC car, outstation)	₹ / km	

## Log Book of vehicle usage for the month of May 2018

Time tariff (local) 25.00  
 Time tariff (outstation) 20.00

Rate of diesel on 15th 67.05

Distance tariff	Local		Outstation	
	Non-AC	AC	Non-AC	AC
Quoted	10.00	12.00	8.00	14.00
Actual	10.32	12.38	8.25	14.44

Vehicle no.	Driver (signed)	Starting				Ending				Used by (signed)	Purpose	Distance (km)	Time (hours)	Toll, parking	Amount (₹)
		Date	Time	Reading	Place	Date	Time	Reading	Place						
KA04 MR 2141		04-May	10:15	12051.1	NSC Hebbal	04-May	10:45	12054.5	SBI Hebbal	M(F&A)	To bank	3.4	0:30	0	66.34
KA04 LH 1027		04-May	14:35	15451.2	SBI Hebbal	04-May	15:00	15454.7	NSC Hebbal	M(F&A)	Return	3.5	0:25	0	62.16
KA04 MR 2141		05-May	12:20	12162.3	NSC Hebbal	05-May	15:12	12169.1	NSC Hebbal	M(F&A)	Bank	6.8	2:52	0	249.34
KA04 LH 5123		05-May	13:02	10214.0	NSC Hebbal	05-May	14:30	10231.0	NSC Hebbal	AO(S)	Department	17.0	1:28	60	327.11
												30.7	5:15	60	705.00