

TENDER FOR PURCHASE OF 50+ SEATER BUS
AT INDIAN MARITIME UNIVERSITY- NAVI MUMBAI CAMPUS
T.S. CHANAKYA



TENDER No: IMU/2020/0008

Issue Date: 18.06.2020

Issued To,

Tender Document	The tender document can be downloaded from the website www.imunavimumbai.ac.in or www.imu.edu.in . There is no tender fee.
Last Date and Time of submission of the Tender	1530 hrs on <u>17.07.2020</u>
Tentative Date and Time of opening of the Technical and Financial bids.	1600 Hrs on <u>17.07.2020</u> IMU Navi Mumbai Campus

Bidders are requested to visit Indian Maritime University, Navi Mumbai Campus
website: www.imunavimumbai.ac.in or www.imu.edu.in

TENDER ENQUIRY

Subject: Tender Enquiry for purchase of 50 + SEATER BUS.

Issue Date of Tender : 18.06.2020

Last Date for submission of Tender : 17.07.2020 upto 1530 hrs

Duly sealed tenders are invited on behalf of Deputy Registrar (Admin.), Indian Maritime University, T.S. Chanakya, Navi Mumbai Campus, Karave, Nerul, Navi Mumbai- 400706, for purchase of below-mentioned 50 + Seater Bus vehicle strictly as per below specifications.

Specifications	
Vehicle Type	01(one) no. 50 + Seater Bus (Seat spacing to suit seating of adult men and not as per School bus specification)
Fire Extinguishers	1 to be fitted on forward and one in rear
Should have Overhead Luggage Rack & ladder on rear side.	
Power Steering	
Fuel Tank Capacity	Minimum 60 ltrs.
Seating Capacity	Minimum 50 persons (excluding driver)
Fuel Type	Diesel
Engine Emission	Bharat VI Compliant. Turbo charged
Engine Power	Minimum 125 HP
AC/Non-AC	Non-AC
Colour	White
Gear shift	Manual – should be fitted with Bus speed limiter
Should have IMU Logo and name on two sides and rear (as appended at para 18)	
Length not less than 10 meter & width about 2300 mm	
Registration – To be done by the dealer prior to delivery	
Warranty – Complete vehicle 2 years, Dealer may offer extended warranty as optional clearly quoting the cost for extended warranty.	

Only reputed OEM/Authorized Dealers are requested to quote their minimum rates (on road price) **strictly** as per tender specifications/or exceeding it (No price advantage would be given for higher specification) in attached Price Bid Format as *Annexure 'A'*. Third Party/reseller bids shall not be accepted. The Authorized dealer must have Captive Service station in Mumbai/Navi Mumbai area.

TERMS AND CONDITIONS :

1. SUBMISSION OF BID :

The offer in a duly sealed envelope should be sent by courier/Regd. Post or in person duly super subscribed as “*Tender Enquiry for 50 + SEATER BUS*” on top of the envelope so as to reach the office of IMU–Navi Mumbai Campus on or before stipulated due date and time. Offers sent through Fax/E-mail will not be accepted. Bidders are advised to submit the tender by hand so that it is submitted within given time. IMU – Navi Mumbai Campus will not be responsible for delayed/late submission/received late by Post/Courier.

2. Tender Document :

Tender document can be down loaded from IMU – Navi Mumbai Campus website www.imunavimumbai.ac.in or www.imu.edu.in. Bidders must read the document carefully and should submit a copy of full tender document duly stamped and signed on each page by authorized signatory as a token of having read and understood the tender terms.

3. The Bidders must submit the following with their Bid :
 - (i) Valid dealership of respective OEM,
 - (ii) Brochure containing complete specifications and features of the vehicle offered,
 - (iii) List of authorized service center in Navi Mumbai and Mumbai
 - (iv) Copy of tender document stamped and signed on each page.
4. Offer must be on letterhead of the agency and strictly as per price bid format attached herewith as annexure 'A'.
5. Dealership certificate from OEM and brochure containing detailed specifications of vehicle must be submitted with offer.
6. Discounts/ corporate discount, Delivery period, Guarantee/Warranty period/Extended Warranty, Taxes, or any other financial term must be clearly mentioned in the offer. If taxes are not mentioned then rates will be considered as inclusive of all.
7. List of standard accessories, which comes with new vehicle, must be clearly mentioned with quantity.
8. NOTE :

Interested Bidders must ensure about availability of sufficient authorized service and maintenance network located in Navi Mumbai for providing prompt service support as and when required. Kindly enclose address and contact numbers of such authorized workshops.
9. A bidder having more than one option which meets the basic specifications may submit quote for each option separately in the same bid.
10. Tender Opening :

Tenders shall be opened on as per schedule date and time at IMU – Navi Mumbai Campus in the presence of the bidders or their authorized representatives who choose to attend the same. Camera/mobile phones etc. are strictly prohibited during the process of tender opening.
11. Award of Tender :

Tender shall be considered for awarding to an eligible agency that quoted lowest rates (on road price including all) subject to matching quality and tender specifications. However, IMU – Navi Mumbai Campus Committee reserves the right to choose, accept or reject any or all offers, in full or parts, at any stage, cancel the tender without assigning any reason thereof. Kindly note that Bids shall be evaluated as per tender specifications i.e. vehicle seating capacity 50 and more shall be treated equally; hence bidders are advised to offer their vehicle model and quote accordingly. No submission shall be entertained after bid opening.
12. Validity of the Tender :

Bids shall be valid for a period of 90 days from the date of opening of the tender.
13. Delivery Period :

The goods/items are required to be delivered within 30 days from the date of supply order during working days except all Saturday, Sunday & Gazetted Holidays.

14. Penalty for delayed Services/LD :

Delayed delivery beyond delivery period agreed will be liable for liquidated damages @ 0.5% of order value per week delay or part thereof subject to a maximum of 5% of supply order value. Such money will be deducted from any amount due or which may become due to supplier.

15. Payment Terms :

100% payment shall be released within 15 days by cheque / online transfer after receipt & acceptance of ordered item in good condition on submission of pre-receipted bill. Bidders are to provide bank account details of the company for online transfer of payment in the prescribed MANDATE FORM attached.

16. Jurisdiction :

Disputes, legal matters, court matters, if any, shall be subject to Navi Mumbai Jurisdiction only.

17. Arbitration :

In the event of any dispute arising between IMU – Navi Mumbai Campus and the agency in any matter covered by this contract or arising directly or indirectly there from or connected or concerned with the said rate contract, the matter shall be referred to the IMU – Navi Mumbai Campus who may himself act as sole arbitrator or may name as sole arbitrator an officer of IMU – Navi Mumbai Campus notwithstanding the fact that such officer has been directly or indirectly associated with this rate contract and the provisions of the Indian Arbitration Act shall apply to such arbitration. The agency expressly agrees that the arbitration proceedings shall be held at IMU – Navi Mumbai Campus and the decision given by the arbitrator shall be binding for the both the parties. The arbitration and Conciliation Act of 1996 as amended from time to time shall govern the Arbitration proceedings.

18. Should have IMU Logo and name on two sides and rear.



Font size 4", Logo size 10"

Annexure 'A'

Price Bid Format

(Offer must be on agency's letter head and strictly as per below format only)

Sl . N o	Specificati ons	Head	Amount
1.	01(one) no. 50 + Seater Bus (Seat spacing to suit seating of adult men and not as per School bus specification) Fire Extinguishers – 1 to be fitted on forward and one in rear, The Bus could be in 3X2 configuration. The seats should be comfortable and the seat covering material should be of good quality. Should have Overhead Luggage Rack & ladder on rear side, Fuel tank- 60 ltrs. or more, Power Steering, Fuel type – Diesel, Engine Emission- Bharat VI compliant, Turbo charged, Engine Power – Minimum 125 HP, Non-AC, Colour of the Bus – White, Gear Shift – Manual, Should be fitted with Bus speed limiter, Should have IMU logo and name on two sides and rear (as shown in tender document). Length not less than 10 mtr. & width 2300 mm., Registration – to be done by the dealer prior to delivery, Warranty – complete vehicle 2 years.	Basic Price	
		GST	
		Comprehensive Insurance for 1 st year	
		Road Tax	
		Registration	
		Other Tax, if any	
		Total	
2.	Discount		
3.	Price after discount – on Road		
4.	Warranty (in years)		
5.	No. of free services		
6.	Free Accessories (Separate list)		

Date:

Signature with Seal of the agency

DECLARATION BY THE BIDDER

(Must be on letter head of agency duly stamped and signed)

I/We_____hereby state that we have gone through and understood the Tender Document of tender enquiry floated by IMU – Navi Mumbai Campus for supply of 50 Seater Bus. Our Bid has been prepared accordingly in compliance with the requirement stipulated in the said document.

We are submitting a copy of Tender Document marked “Original” as part of our Bid, duly signed and stamped on each page in token of our acceptance of all terms and conditions.

I/we further state that content of tender document including all technical specifications, scope of work, terms and conditions of tender have been carefully read and understood by me/us.

I/We state that there are sufficient authorized service and maintenance network with sufficient infrastructure and skilled workforce in Navi Mumbai area for providing best and prompt service support as and when required. Address and contact numbers of such authorized workshops has been enclosed.

I/Wedeclare on solemn affirmation that whatever information submitted in this tender is true and correct to the best of my/ our knowledge and belief. I/we hereby certify that my / our firm has never been disqualified/ blacklisted by any office /Department / undertaking of the state / central Govt. of India at any time for unsatisfactory supply of stores/ services of any description.

Place: (Signature of Bidder with seal of the firm)

Date:

CHECK LIST

Name of Dealer with Address:

Sl. No.	Documents to be checked	Yes/ No/ NA	Page No. of submitted tender	Remarks, if any
1.	Offered Vehicle Model meets all tender specifications			
2.	Tender document Duly filled, serially numbered, stamped and signed on each page			
3.	Authorization certificate from OEM			
4.	Details of OEM authorized Servicing Workshops in Navi Mumbai			
6.	Copy of GST Registration certificate and PAN Card of agency/ proprietor			
9	Complete details of Dealer's bank account of agency for online transfer of payment in the prescribed MANDATE FORM.			

Date:

Bidder's Signature with seal

GENERAL INFORMATION ABOUT THE BIDDER

Sl. No.	Description	Details
1.	Name of the Agency	
2.	Postal Address	
3.	Telephone Number (Landline/Mobile)	
4.	E-mail address & URL	
5.	Name and designation of the representative of the Bidder to whom all reference shall be made to expedite technical co-ordination	
6.	Has the company/firm to pay arrear of Income tax? if yes, up to what amount?	
7.	Has any Govt. Dept. /Undertaking ever debarred the company/firm from supplying stores or services of any description?	
8.	Any other Information	
9.	Address and Contact Numbers of authorized Service Stations in Navi Mumbai.	
10.	Details of Bank Account of Agency (for online transfer of payment) in the prescribed MANDATE FORM.	

Date:

Tenderer's Signature with seal

MANDATE FORM

(Account/s Information form)

REAL TIME GROSS SETTLEMENT (RTGS)/ NATIONAL ELECTRONIC TRANSFER (NEFT) / INTRA BANK ACCOUNT TRANSFER FACILITY FOR RECEIVING PAYMENTS FROM IMU.

A. DETAILS OF ACCOUNT HOLDER:

NAME OF ACCOUNT HOLDERER / FIRM

COMPLETE CONTACT ADDRESS

MOBILE NUMBER / PH NO

E.MAIL:

PAN :

B, BANK ACCOUNT DETAILS:

ACCOUNT NAME (Name appearing in your Cheque Book)

BRANCH NAME WITH COMPLETE ADDRESS,

TELEPHONE NO

BRANCH CODE

Note: Please attach a Cancelled Cheque along with the account information form.

COMPLETE BANK ACCOUNT NUMBER (Please note that the Bank Account must be in the name of the Firm as appeared in the bill. In case of other Beneficiaries (Non-vendor) the Account name must be in the name of Applicant)

IFSC CODE

TYPE OF ACCOUNT (SB/CURRENT/CASH CREDIT)

MICR CODE OF BANK

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the IMU responsible.

(.....)

Signature of Beneficiary

Date:

Mandatory for Vendors/suppliers/Contractors etc., Payment:

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp with Date & Place)

(.....)

Signature of Bank Manager