

HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA
(Established under the Himachal Pradesh Act No. 16 of 2016)



Tender Enquiry for Supply of Vehicle -Buses ” to Himachal Pradesh National Law University, Shimla

*16 Mile, Shimla-Mandi National Highway, Ghandal,
District-Shimla, Himachal Pradesh-171014*

Ph.No.0177-2779802, 803

Website: <http://hpnlu.ac.in>

Email:- registrar@hpnlu.ac.in

“Tender Enquiry for Supply of Vehicle –Buses (NAC) ” to Himachal Pradesh National Law University, Shimla

Duly sealed tenders are invited on behalf of The Registrar, Himachal Pradesh National law University Shimla for purchase of **2 No.** of Bus (NAC) (40+Driver Seater) strictly as per the specification. Only reputed OEM/Authorized Dealers are requested to quote their minimum rates (on road price) strictly as per the 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.

TERMS AND CONDITIONS:

- 1) Last date and time for depositing the Bids. The sealed Bids should reach this office by 1300 hrs on 15 January, 2025. The responsibility to ensure this lies with the Bidder.
- 2) **Manner of depositing the Bids.** The Technical and Commercial bids are to be submitted in two separate sealed envelopes, duly marked as “Technical Bid” (as per Annexure-A) and “Commercial Bid” (as per Annexure-B) as the bid may be. Sealed Bids then shall be put into third envelop for super scribed “Supply of Bus to HPNLU”, Shimla and should also bear the tender ref. no. i.e. HPNLU/Account/2024-25/Tender/01 dated 08.01.2025. The quotes are to be with your firm’s name, address, official seal and ink-signed by an authorized representative of the bidder. The same should be addressed to the, **The Registrar, Himachal Pradesh National Law University, Shimla.** The bids should be either be submitted by hand or may be send by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delays or non-delivery/ non- receipt of Bid documents.
- 3) **Time and Date for opening of Bids.** Technical Bids will be opened on 17th January, 2025 at 1100 hrs. Commercial Bids of qualified bidders will only be opened on 1600 hrs on 17th January, 2025 or as the day specified (after the approval of TEC). (If due to any exigency, there is any change in the due date for opening of the Bids or the due date is declared a closed holiday, the Bids will be opened on the day decided by the Committee/Buyer or next working day at respectively which shall be intimated to the respective bidders either telephonically or by email.
- 4) **Tender Document:**

Tender document can be downloading from university website <https://hpnlu.ac.in> . Bidder must read the document carefully and should submit a copy of full tender document duly stamped and signed on each page by authorized signatory.
- 5) The bidders must submit the following with their Bid (Technical Bids Envolpe):
 - (1) Valid dealership of respective OEM.
 - (2) Brochure containing complete specifications and features of the vehicle offered.
 - (3) List of authorized service station in Shimla OR near about area surrounding to the Shimla .
 - (4) Copy of tender document stamped and signed on each page.

- 6) Dealership certificate from OEM and brochure containing specifications of vehicles must be submitted with offer.
- 7) 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.
- 8) List of standard accessories, which comes with new vehicle, must be clearly mentioned with quantity.
- 9) **Note:**

Interested bidders must ensure about availability of sufficient authorized service and maintenance network located in Shimla or near area surrounding to Shimla for providing prompt service support as and when required. Kindly enclose address and contact numbers of such authorized workshops.

- 10) **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
- 11) **Validity of Bids.** The Bids should remain valid till 90 days from the last date of submission of the Bids.

12) **Delivery Period:**

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

13) **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. Further, the larger delay in delivering the order will be liable to cancellation of order and forfeiture of EMD.

14) **Payment Terms:**

The payment shall be released within 30-45 days by cheque/ online transfer by the HPPWD, Dharam Division after receipt & acceptance of ordered items in good condition, on submission of pre-receipt deposited to HPNLU (the delivery Unit). Bidders are required to submit their bank account details of the company for online transfer of payment along with the invoice.

- 15) **Pre-Bid Queries.** The representatives of the firms may visit the University or can contact the official (Mb:- 7832912831 – Registrar, HPNLU Shimla,) can drop an email at registrar@hpnlu.ac.in for any related queries. The queries will only be addressed up to 09 December, 2024.

S/d
Registrar
HPNLU, Shimla

Annexure "A"

TECHNICAL BID
GENERAL INFORMATION ABOUT THE BIDDER

SL.NO	Description	Details
1	Name of Agency	
2	Postal Address	
3	GST Number	
4	Telephone and Email Address	
5	Name and designation of the representative of the Bidder to whom all reference shall be made to expedite technical co-ordination	
6	Manufacturer Details/OEM Certificate/Authorized Dealer certificate along with agreement with OEM and attached Boucher of model brand	
7	Experience / Details of past three contract orders for supply of same items in PSU/Central/ State or State Funded Organization (If Any)	
8	Address and contact numbers of authorized service stations in Shimla or nearest area to Shimla	
9	Details of Bank Account of Agency	

Name of the Agency:- _____

Name of the Bidder:- _____

Signature & Stamp of Agency:- _____

Technical specifications mentioned below are minimum. The acceptance of any higher specification product will only be accepted, if approved by the Technical Committee and Purchase Committee.

1. **Schedule of Requirements:**

Specifications		Specification compiled with (Yes/No)
Vehicle (2 no's-NAC)– Bus with 40+Driver Seat, 3*2 seating layout		
Fire Extinguishers	1 to be fitted on forward and 1 in rear	
Power Steering		
Fuel Type- Diesel with Fuel Tank capacity with min 60L tank		
Seating Capacity (3*2)	40+Driver with Seats with Aisle Grab Handles should be in line with standards for students safety	
Yellow (color)		
Engine Power/HP range in between 120 to 160 HP		
Gear shift – Manual should be fitted with bus speed limiter		
Should have HPNLU Logo and name on two sides and rear		
GPS Box , First Aid Kit, Fire Suppression safety Systems(FDSS)and other accessories as per applicable norms of the Government , Guard Rails and High performance braking systems		
CCTV as per applicable norms of the Government		
Registration- To be done by the dealer prior to delivery		
Bus should be in line with standards for students safety i.e Stop Request Switch		
Warranty- In complete years/in complete kilometer run		

Name of the Agency:- _____

Name of the Bidder:- _____

Signature & Stamp of Agency:- _____

Annexure - "B"

COMMERCIAL BID

1. **Price Bid Format:** The Price Bid Format is given below and Bidders are required to fill this up correctly with full details:

<u>Sr. No.</u>	<u>Description</u>	<u>Qty</u>	<u>Quoted Rates</u>		<u>Total Price (2 Buses)</u>
1.	School bus with 40+1 Seater(as per Technical Specification mentioned)	01	Base Price		
			Discount, if any		
			Net Base Price		
			GST, If any		
			RTO		
			Insurance		
			TCS		
			Other fees/ taxes if any		
			Total Price		

- The price of the bus shall include a complete break up showing the basic price, GST, other levies, forwarding charges, freight and insurance charges, and other charges, if any.

Name of the Agency:- _____

Name of the Bidder:- _____

Signature & Stamp of Agency:- _____

MANDATE FORM
(Account Information form)

A. Details of Account Holder :

Name of Account Holder /Firm:

Complete Contact Address:

Mobile Number:

Email Id:

Pan:

GST No:

B. Bank Account Details :

Account Name:

Branch Name:

Telephone no:

Branch Code:

Note: Please attach a cancelled cheque along with account information details.

Complete Bank Account Number (Please note that Bank account must be in the name of the firm as appeared in the bill)

IFSC CODE:

Type of Account:

MICR CODE OF BANK:

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

Signature & Stamp of Agency:-_____