

TENDER DOCUMENT FOR



*SUPPLY OF ALL TERRIAN VEHICLES
(ATV)/QUAD BIKE WITH RUNNING SPARES
FOR 200 HRS FOR EACH VEHICLE*

NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH

(Ministry of Earth Sciences, Govt. Of India)

Headland Sada, Vasco-da-Gama

GOA -403 804, INDIA

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NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
(Ministry of Earth Sciences, Govt. of India),
HEADLAND SADA, VASCO-DA-GAMA, GOA - 403 804

TENDER NO. NCAOR/AES-11394/PT-43
TENDER FOR SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING
SPARES FOR 200 HRS FOR EACH VEHICLE

1.	SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE Specifications Quantity	As per Annexure-I 4 Sets.
2.	General Terms and Conditions	As per Annexure II
3.	Cost of Tender Documents (In Person)	US \$ 50.00 \ ` 2000.00
4.	Cost of Tender Documents (By Post)	US \$ 65.00 \ ` 2050.00
5.	EMD	<p>Tender documents can be downloaded by tenderers from NCAOR website. In case a tenderer is using the documents and forms downloaded from the website, the cost of tender documents shall be sent in the form of Bank Draft in a separate envelope along with the tender.</p> <p>A) Foreign Bidders shall submit EMD along with their tender, in the form of a bank guarantee only for a sum of US \$ 1700.00 (US \$ One Thousand Seven Hundred only)</p> <p>B) Indian Bidders shall submit EMD along with their tender, either by DD drawn in favor of NCAOR, for a sum of \ ` 1,00,000/- (Rupees One Lakh only) payable at Vasco-da-Gama only.</p> <p style="text-align: right;">Or</p> <p>In the form of a bank guarantee for a sum of \ ` 1,00,000/- (Rupees One Lakh only)</p>
6.	Last Date and time for issue of tender documents	MONDAY 18.01.2016 1600Hrs (IST)
7.	Last Date and time for submission of sealed quotations	TUSEDAY 19.01.2016 1700Hrs (IST)
8.	Date and time of tender opening	WEDNESDAY 20.01.2016 1000Hrs (IST)

**SPECIFICATION FOR SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH
RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE 4 sets**

Sr. No	Description
1	Engine: 650 to 700 cc, 4 stroke
2	Cooling: Liquid Cooled
3	Brakes: Front and Rear Hydraulic Disc
4	Fuel Capacity ~20 liter (or more)
5	Transmission Automatic, Neutral, Reverse & Park
6	Drive System 2/4 WD Brakes, Electric Diff Lock.
7	Wheels: Powder Coated Steel
8	Front and rear brake: Hydraulic Disc
9	Dry Weight ~400 kgs
10	Front/Rear Rack Box Capacity 50/150 kgs
11	Payload capacity: ~200 kgs
12	Towing Capacity ~400 kgs
13	Fuel type: Diesel (preferable)
14	Ground clearance min 11 inches (more will be better)
15	Speed rack backrest
16	Operating temperature: up to -40 degree Celsius
17	Front Speed Rack, Tilt Rear Cargo Box, 20-lb. Side Storage Compartments
18	Color: Fluorescent Red
19	Operating Manual (Soft and Hard Copy)
20	Repair and maintenance manual (Soft and Hard Copy)
21	Spare Part List (Soft and Hard Copy).

Running Spares

Spares includes per vehicle	
Engine Coolant	2 Litre
Fuel Filters	4 Nos
Oil Filters	4 Nos
Air Filters	4 Nos
Fuel Hoses	1 Nos
Vent Hoses	1 Nos
Gear Lubricants	4 Litre
V-Belts	4 Nos
Brake Fluid	2 Litre
Brake Hoses	1 Nos
Timing Belts	2 Nos
Brake Pads	2 Nos
Wheet Nuts sets	4 Nos
Headlight Bulb (set)	1 Nos
Tail light Buld (set)	1 Nos
Throttle Cable	2 Nos

TECHNICAL COMPLIANCE STATEMENT FOR SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE 4 SETS

Sr. No	PARTICULARS	COMPLIED/ NOT COMPLIED	EXTRA FEATURES
1	Engine: 650 to 700 cc, 4 stroke		
2	Cooling: Liquid Cooled		
3	Brakes: Front and Rear Hydraulic Disc		
4	Fuel Capacity ~20 liter (or more)		
5	Transmission Automatic, Neutral, Reverse & Park		
6	Drive System 2/4 WD Brakes, Electric Diff Lock.		
7	Wheels: Powder Coated Steel		
8	Front and rear brake: Hydraulic Disc		
9	Dry Weight ~400 kgs		
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20	Repair and maintenance manual (Soft and Hard Copy)		
21	Spare Part List (Soft and Hard Copy).		
	Running Spares		
	Spares includes per vehicle		
1	Engine Coolant	2 Litre	
2	Fuel Filters	4 Nos	
3	Oil Filters	4 Nos	
4	Air Filters	4 Nos	
5	Fuel Hoses	1 Nos	
6	Vent Hoses	1 Nos	
7	Gear Lubricants	4 Litre	
8	V-Belts	4 Nos	
9	Brake Fluid	2 Litre	
10	Brake Hoses	1 Nos	
11	Timing Belts	2 Nos	
12	Brake Pads	2 Nos	
13	Wheet Nuts sets	4 Nos	
14	Headlight Bulb (set)	1 Nos	
15	Tail light Buld (set)	1 Nos	
16	Throttle Cable	2 Nos	

Annexure - II

TERMS AND CONDITIONS FOR SUBMISSION OF QUOTATION.

1) The National Centre for Antarctic and Ocean Research (NCAOR) **invites sealed quotations in two-parts** from the reputed firms for the **“SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE”** at NCAOR, GOA as per the specifications given in Annexure I.

2) The technical and financial Bids should be submitted in two separate sealed covers, super scribing **“Part-I Technical Bid for “SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE” Tender No., due date and “Part-II Financial Bid for “SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE” Tender No., due date. Both the bids should be kept in a single cover by super scribing tender for “SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE”** sealed and addressed to the Director, National Centre for Antarctic and Ocean Research, Headland-Sada, Vasco-da-Gama, Goa-403 804. **Offer sent through fax will not be accepted.**

3) Overwriting and corrections should be attested properly. The bid should be complete in all respects and should be duly signed. Incomplete and unsigned bids will not be considered at all.

4) All relevant technical literature pertain to items quoted **with full specifications** (Drawing, if any), information about the products quoted, including brochures if any should accompany the quotation.

5) A list of **reputed clients** to whom the firm has supplied similar items to be furnished along-with the quotation.

In the TECHNICAL BID, the Bidder should furnish the Name and address of the Purchasers placed orders on similar equipment with order No, date, Description and quantity, Date of Supply alongwith Contact person Telephone No, Fax No, and e mail address of Purchaser.

The Bidder should enclose copies of Purchase Orders only in the FINANCIAL BID.

6) Quotation should be **valid for a period of 90 days** from the date of tender opening and the period of delivery required should also be clearly indicated. If the supplier fails to deliver the

goods within the time to be agreed upon, for delayed deliveries and for delays in installation (wherever applicable) NCAOR reserves the right to **levy liquidated damages** at the rate of 0.5% per week or part thereof upto maximum of 5%.

7) Warranty shall commence from the date of acceptance of the Vehicles supplied under the Purchase Order / Contract. The **warranty period** should be indicated.

8) **Technical bid should contain EMD.**

A) **Foreign Bidders** shall submit **EMD** along with their tender **in the form of a bank guarantee** for a sum of US \$ 1700.00 (US \$ One Thousand Seven Hundred only) from any reputed bank (scheduled bank in India or foreign bank having operational Branch in India) initially valid for 180 days from the date of closing of the tender as per the proforma enclosed. This bank Guarantee in original shall be submitted along with the technical bid only.

B) **Indian Bidders** shall submit **EMD** along with their tender, **either By DD** drawn in favor of NCAOR, on any nationalized bank for a sum of ` 1,00,000/- (Rupees One Lakh only) payable at Vasco-da-Gama only **or in the form of a bank guarantee** for a sum of ` 1,00,000/- (Rupees One Lakh only) from any reputed bank (scheduled bank) initially valid for 180 days from the date of closing of the tender as per the proforma enclosed. This bank Guarantee in original shall be submitted along with the technical bid only.

Tender without EMD in the envelope containing technical bid shall be summarily rejected. The EMD of unsuccessful bidders shall be returned within 15 days of the award of contract.

The earnest money will be liable to be forfeited, if the tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his tender.

9) Please **specify the Make/Brand** and Name of the Manufacturer with address, country of origin and currency in which rates are quoted.

10) The Purchaser requires that the bidders suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

“Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution:

“fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of contract;

“collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of purchaser, designed to establish bid prices at artificial, noncompetitive levels; and

“coercive practice: means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of contract;

The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question; The Decision of Director, NCAOR shall be final and binding.

11) Bidders that doesn't manufacture the goods it offers to supply shall submit Manufacturer's Authorization form on the letterhead of the Manufacturer duly signed and stamped by a person with the proper authority to sign documents that are binding on the Manufacturer as per the following format should be submitted failing which the quotation will not be considered.

To
The Director
NCAOR
GOA

Sub: Manufacturers' Authorization form against Tender No: _____

We _____(Name of the Manufacturer) who are official manufacturers of _____(Type of goods manufactured) having factories at _____(full address of Manufacturer's factories) do hereby authorize _____(Name of the Bidder) to submit a bid against your Tender No. _____for the _____Goods manufactured by us and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty with respect to the Goods offered by the above firm

Manufacturer's Name:

Signature of Authorized

Representative of the Manufacturer:

Duly authorized to sign this Authorization on behalf of : _____(Name of the Bidder)

Date:

In case the bidder not doing business within India, shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc., during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc., during the warranty and post- warranty period.

12) Compliance Statement: Vehicles point-by-point comparison / compliance statement with **technical specification** indicated in the tender, should be enclosed along with your tender as well as any other extra features of the equipment be shown separately therein and also **compliance statement for all commercial terms** of the tender document.

13) NCAOR is not entitled to issue form "C/D". No sales Tax or any other Tax shall be payable by us unless payment of the same is specifically mentioned by the suppliers in their bids and same is legally leviable.

14) NCAOR is **exempted from the payment of Excise Duty / Custom Duty** as per Govt. notification. Hence, the rates should be split into basic cost and Excise Duty if any.

15) Technical Bid should contain all details and specifications of the Vehicles offered, delivery schedule, warranty , payment term, installation, post-warranty, user-list, service support **WITHOUT PRICE** and **Financial bid should contain** details of the price(s) of the item(s) quoted in the technical bid. The technical bid should not contain any references to the pricing.

In case the technical bid contains any direct or indirect reference to quoted price the bid is liable to be rejected.

16) The Prices shall be quoted in Indian Rupees for offers received for supply within India and in freely convertible foreign currency in case of offers received for supply from foreign countries.

For Goods manufactured in India:

F.O.R GOA price should be indicated. However tender should contain item-wise prices including total ex-works price, Excise Duty, VAT/Taxes, Charges for Inland Transportation, Insurance and other local services required for the delivering the goods on F.O.R GOA.

17) **FOB and CIF prices upto Cape Town** should be indicated. However tender should contain item-wise prices including total ex-works price, overall weight & dimensions of the equipment and cost of packing forwarding, approx. cost of freight charges for delivery up to Cape Town, South Africa.

18) A Committee constituted by the Director, NCAOR for the purpose reserves the right to open the bids. Only technical bids will be opened on the date and time mentioned in the tender document. The financial bids of those tenderers whose technical bids are found to be meeting our specifications only will be opened in their presence at date and time to be notified later.

19) A technical Committee constituted by the Director will assess the product supplied/installed for their quality and their conformity to the specifications provided by the firm in their quotations. Any item(s) identified by the Committee to be not as per the specifications are found to be of inferior quality will be rejected, and the bills towards the supply will not be processed for payment till proper replacements are provided.

20) **No advance payment** will be made. Payment shall be made by **irrevocable letter of credit** after supply and acceptance of the equipment by NCAOR. The payment will be authorized after submission of a Bank Guarantee for 10% value of the order towards warranty guarantee. The **performance Bank Guarantee** should be furnished within 15 days from the date of placement of order from a reputed bank (scheduled bank in India **or** foreign bank operating in India) valid till 60 days after the warranty period.

21) Two sets of operational, service/troubleshooting manuals and diagrams to be supplied with **“SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE”**.

22) **The submission of tender** shall be deemed to be an admission on the part of the tenderer, had fully acquainted with the specifications, drawings etc. and no claim other than what stated in the tender shall be paid in the event of award of Purchase Order.

23) **Acceptance of this tender** form and submission of the quote within the stipulated time would be treated as:

a) The tenderer has understood all requirements as described in our Tender document.

b) Acceptance to provide/establish all the facilities mentioned in our tender without any price escalation, if the tenderer finds it necessary to add any hardware or software or any other materials during implementation.

c) Agreeing to execute order to the satisfaction of NCAOR or its authorized representatives within the stipulated time.

24) NCAOR will not be liable for any obligation until such time NCAOR has communicated to the successful bidder of its decision to release the Purchase Order.

25) **NCAOR will not be responsible for any postal delays.**

26) Bidders shall note that NCAOR will not entertain any correspondence or queries on the status of the offers received against this Tender Invitation.

27) Tenders from Manufacturers/Suppliers/Tenderers whose performance was not satisfactory in respect of quality of supplies and delivery schedules in any organizations, are liable for rejection. The tenders that do not comply with the above criteria and other terms & conditions are liable for rejection.

28) The Director, NCAOR does not bind to accept the lowest quotation and reserves the right to himself, to reject or partly accept any or all the quotations received without assigning any reason.

29) All disputes arising in connection with executing the purchase order will be subject to the Jurisdiction of the Courts in Goa only.

QUESTIONNAIRE

- a. **Name of the Manufacturer / Tenderer**
- b. **Full postal address with Telephone, Telefax, Email**
- c. **Please specify whether Public Limited, Company, Private Organization or Partnership Firm**
- d. **Nature of the Business**
- e. **Date of Establishment**
- f. **Present Turnover**
- g. **Permanent Income Tax Ref. No.**
- h. **C.S.T. / S.T. NO.**
- i. **Address & Telephone Nos. Of your branch office in GOA (please specify whether Distributing/Servicing/Marketing the products)**
- j. **Technical Compliance statement.**
- k. **Reference of reputed Customers**
- l. **Details of the highest order executed and value thereof**
- m. **Authorization from Manufacturer/Supplier attached**
- n. **Tender fee submitted/enclosed.**
- o. **E.M.D. attached with BID.**
- p. **Technical Specifications/Literature/Brochure attached**
- q. **Tender Acceptance**

TENDER ACCEPTANCE UNDERTAKING

To

The Director,
NCAOR, Headland Sada,
Vasco – Goa.

Having examined the tender document for “**SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE**”, we the undersigned hereby offer to supply the equipment in conformity with all specifications and conditions set out in the tender document.

We enclosed all the relevant documents as per the tender.

We understand that you are not bound to accept the lowest or any tender received.

Date:

(Signature of Bidder)

Name :

Designation :

Seal

BANK GUARANTEE FORMAT FOR FURNISHING EMD

To

**NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
Headland Sada, Vasco-da-Gama, GOA 403 804, INDIA**

Whereas _____
(Hereinafter called the "tenderer")
has submitted their offer dated _____
for the supply of _____
(Herein after called the "tender")

WE _____ of having our registered office
At _____ are bound unto the NATIONAL
(Hereinafter called the Bank)

CENTRE FOR ANTARCTIC & OCEAN RESEARCH, Ministry of Earth Sciences, Govt. Of India having its office at Headland Sada, Vasco Goa 403 804, India (herein after called NCAOR which expression shall unless repugnant to the context or meaning thereof include all its successors, administrators, executors and assigns) in the sum of _____ for which payment will and truly to be made to. NCAOR, the Bank binds itself, its successors and assigns by these presents. Sealed with the common seal of the said Bank this _____ day of _____ 2015.

THE CONDITIONS OF THIS OBLIGATION ARE:

- 1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.**
- 2) If the tenderer having been notified of the acceptance of his tender by NCAOR during the period of its validity.
 - 2.a) If the tenderer fails to furnish the Performance security for the due performance of the contract.
 - 2.b) Fails or refuses to execute the contract

We undertake to pay NCAOR up to the above amount upon receipt of its first written demand, without NCAOR having to substantiate its demand, provided that in its demand the NCAOR will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee is valid until the _____ day of _____ 2015.

Signature of the bank

NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
 (Ministry of Earth Sciences, Govt. Of India)
 Headland Sada, Vasco-da-Gama GOA 403 804, INDIA
 Tel: 91- (0) 832 2525571 Telefax: 91- (0) 832 2525573
 Email: wariu62@ncaor.gov.in Website: www.ncaor.gov.in

GLOBAL TENDER

Director, National Centre for Antarctic & Ocean Research (NCAOR) invites sealed tenders in two-parts (part I – Technical bid & part II Financial bid) super scribing Tender No. Item and due date from well established/ reputed manufacturers / authorized and bonafide vendors for supply of the following:-

Sl. No	Tender No.	Item Description	Qty.	Cost of Tender Doc.		EMD	
				₹	US\$	₹	US\$
1	NCAOR/AES-11394/PT-43	SUPPLY OF ALL TERRIAN VEHICLES (ATV)/QUAD BIKE WITH RUNNING SPARES FOR 200 HRS FOR EACH VEHICLE	4 sets	2,000.00	50.00	1,00,000.00	1700.00

Last date for issue of tender documents : **18.01.2016**

Last date for submission of quotation : **19.01.2016**

The details of tender documents are also available in our website <http://www.ncaor.gov.in> and Central Public Procurement Portal <http://eprocure.gov.in>. Interested suppliers may download the details and submit the quotation on or before the due date along with tender fee.

The quotation without tender fee will not be considered.

Tender forms can be obtained from the Procurement section of NCAOR on all working days either by post or in person between 1000 – 1600 hours on payment of tender fees in the form of crossed Demand Draft payable at Vasco-da-gama only, from a Nationalized bank drawn in favor of NCAOR along with separate requisition indicating tender number and item. Tender forms can be obtained by speed post by remitting Rs. 50/- by Indian bidders and US\$ 15.00 by foreign bidders in addition to the cost of tender documents.

The Director, NCAOR is not responsible for any transitional/postal delays.

The quotations will be **opened on 20.01.2016** in the presence of tenderers or their authorized representatives.

The Director, NCAOR reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

Sd/-
For & on behalf of NCAOR