

	भारतीय अक्षय ऊर्जा विकास संस्था सीमित (भारत सरकार का प्रतिष्ठान) INDIAN RENEWABLE ENERGY DEVELOPMENT AGENCY LTD (A Government of India Enterprise)
---	---

Invitation to Bid

for

Procurement of Honda City Hybrid Vehicle

Reference Number: IREDA/Tender-Vehicle/ 2023-24 dated 29/09/2023

**Indian Renewable Energy Development Agency Limited
(A Government of India Enterprise)
1st Floor, Core 4A, East Court, India Habitat Centre, Lodhi Road,
New Delhi - 110 003.
Tel: +91 (011) 24682206-19
Fax: +91 (011) 24682202**

NIT No: IREDA/HR-ADMN/2023/

Date: 29/09/2023

- 1.0) Indian Renewable Energy Development Agency Limited (IREDA) is a Government of India Enterprise under the Ministry of New and Renewable Energy, engaged in promoting, developing, and extending financial assistance for setting up projects relating to new and renewable sources of energy.
- 2.0) Indian Renewable Energy Development Agency Limited (A Government of India Enterprise) intends to invite offline bids for procurement of new Honda City Hybrid Vehicle (Model: New City - 5th Gen. – e:HEV) in Platinum White Pearl colour from authorized dealers of Honda City Cars located in Delhi. The brief description of tender is as under:

3.0 Brief Details

Tender No. and Date	<i>IREDA/Tender-Vehicle/ 2023-24 dated 29/09/2023.</i>
Description	Procurement of Vehicle - Honda City Hybrid Vehicle (Model: New City - 5 th Gen. – ZX e:HEV) in Platinum White Pearl colour <i>For any corrigendum and extension of date of bid submission, please visit IREDA's website.</i>
Document download Commencement Date from IREDA's website	03/10/2023
Last Date and Time for Bid submission	16/10/2023 at 3:00 P.M.
Technical Opening Date & Time	16/10/2023 at 03:05 P.M.
Financial Bid Opening Date & Time	Bids of the successful bidders who qualifies the technical criteria, will only be opened. Date and time will be conveyed separately.
<i>Scope of Work/Specifications</i>	<i>Annexure-1</i>
<i>General Terms & Conditions</i>	<i>Annexure-2</i>
<i>Authority letter on Company letter heads for bid submission and acceptance of bid terms & conditions etc.</i>	<i>Annexure-3</i>
<i>Technical Bid</i>	<i>Appendix – 1</i>
<i>Financial Bid</i>	<i>Appendix – 2</i>

4.0) IREDA reserves the right to reject any or all bids or cancel/withdraw the NIT for the subject without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action.

5.0) The evaluation of bids shall be done only on basis of Lowest quote as L-1 bidder subject to fulfilling the eligibility / technical criteria of the tender.

6.0) Address for Communication:
General Manager (HR)
 Indian Renewable Energy Development Agency Ltd.
 Registered Office: Core- 4 A, East Court, 1st Floor,
 India Habitat Centre, Lodhi Road, New Delhi - 110003

ANNEXURE - 1**SECTION – 1: SCOPE OF WORK**

The bidding is open to all qualified authorized dealers of M/s. Honda Motors who fully meet the minimum qualifying criteria and provide satisfactory evidence in support, failing which their bid will be summarily rejected without assigning any reason.

- 1) **Scope of Work:** The scope of work includes following requirements:
 - Procurement One New Vehicle - Honda City Hybrid Vehicle (Model: New City - 5th Gen. – ZX e:HEV) in Platinum White Pearl colour
 - The quoted rates should be total on road price inclusive of all charges/taxes.
 - Total warranty 5 years (3 + 2 years extended warranty)
 - Repair & Maintenance of vehicle during the warranty period will be through authorized dealers.
 - Comprehensive Insurance inclusive of Zero Depreciation with Consumables, Engine Protect, Anti-Theft Devices, Key Protect, Return to Invoice, Roadside Assistance Cover, Tyre Damage etc.
- 2) **Delivery of Vehicle:** Within 30 days of the work order.
- 3) **Payment Terms & Conditions:** The full payment will be released by IREDA upon confirmation from bidders for vehicle delivery & inspection and submission of GST invoice. The advance booking payment will be made by IREDA, as per norms.
- 4) **Validity:** The quotation shall be valid for a period of 03 (three) months from the date of opening of bids.
- 5) IREDA reserves the right to carry out capability assessment of the participative Bidders / Tenderers and also reserves the right to accept or reject in part or full any or all the offers without assigning any reason whatsoever and IREDA's decision shall be final & binding in this regard.

SECTION – 2: MANDATORY REQUIREMENTS TO MEET THE ELIGIBILITY CRITERIA

- 1) Bidder shall be an Indian Authorized Agency / dealer of Honda Motors engaged in selling of New Vehicles and having its Sales Office & Service Centre in Delhi.
- 2) Minimum Turnover during the last three financial years should be Rs.1.00 Crore or more for each year as per Audited Balance Sheet and CA Certificate during FY: 2020-21, 2021-22 and 2022-23.
- 3) Agency is registered & license holder under for PAN, TAN & GST and Company Authorized dealer.
- 4) Agency should not have been banned by any Govt/CPSEs/Banks during the last 3 years. The Agency should provide an undertaking for the same in the format as enclosed at **Annexure-3**.

Agency, not meeting the above eligibility criteria shall not be considered as technically qualified and Financial Bid of such Agencies / dealers will not be evaluated.

ANNEXURE - 2**Tender General Terms & Conditions**

The General Terms and Conditions will supersede any related conditions anywhere in the Bidding documents and will prevail for evaluation / finalization of the tender.

1.	Definition	Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings: “Employer” means IREDA Ltd., New Delhi (A Govt. of India Enterprise) and includes the legal successors or permitted assigns of the Employer. “Party” means the Employer or the Authorized Dealer as Bidder, as the case may be, and “Parties” means both of them. “Personnel” means persons hired by the Bidder as employees and assigned to the performance of the Services or any part thereof. “Contract” means the Work Order / Service Order signed by the Employer, to which these General Purchase Conditions (GPC) are attached together with all the documents listed in such signed Contract. “Contract Price” means the price to be paid for the performance of the Services, in accordance with the payment terms, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract. “Bidder” means any person, including a consortium (that is association of several persons, or agencies, or agency or companies or contractor or supplier) participating in a procurement with a procuring entity, for this tender. “Bidder Document” means a document issued by the company, including any amendment thereto, that sets out the terms and conditions of the registration proceedings and includes the invitation to register. “Bid” means an offer made in pursuance of an invitation by the company and includes any tender, proposal or quotation. “Local Currency” means the INR currency of the Government of India. “Services” means the work to be performed by the Bidder pursuant to this Contract, as described in the detailed Terms of Reference; and “Goods” means all articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, industrial plant etc. purchased or otherwise acquired for the use of Government but excludes books, publications, periodicals, etc. for a library. Throughout these Bidding Documents, the term “Bid” and “Tender” and their derivatives (Bidder/ Tenderer, Bidding / Tendering, Bidding Document/Tender Document, etc.); Bill of Quantity / Schedule of Quantity / Schedule of Quantities/ Bill of Quantities; Employer / IREDA; Bid Security / Earnest Money Deposit; Security Deposit / Performance Security/ Performance Guarantee; Engineer-in-Charge / Engineer, appearing anywhere in the Bidding Documents shall have the same meaning and are synonymous to each other. “Applicable Law” - This Contract including all matters connected with this Contract shall be governed and construed in accordance with the Indian Law both substantive and procedural and shall be subject to the exclusive jurisdiction of Indian courts at Delhi, India.
----	------------	---

2.	Language	English shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
3.	Contract documents	The Work Order shall be sent to the successful Bidder. The Work Order will constitute the formation of the contract. The contract shall come into effect from the date of issue of Work Order. The successful bidder will sign and return the Work Order as a token of acceptance. Successful bidder on whom Work Order is placed shall hereinafter be called Supplier / Agency / Firm.
4.	Bid	The bids are to be submitted in three sealed cover envelopes separately which has to be finally placed in one envelope. The first envelope shall contain Earnest Money Deposit (EMD), second envelope shall contain Technical Bid and third envelope shall contain Finance Bid. Technical bid Should be submitted as per Annexure-I and Financial Bid should be submitted as per Annexure-II.
5.	Bid Submission	Each authorized bidder shall submit only one bid in response to this tender. Any bidder who submits more than one bid will be disqualified. Any modification in the submitted offer after its submission and or closing date of the bid will not be considered.
6.	Bid Validity	The period of validity of quotations for acceptance, shall be for 90 days from the closing date of tender. Bid with less validity, are likely to be ignored.
7.	INR/Tax	- Financial Bid to quoted in INR (numeric) value without any cutting/over writing. - The rates quoted, should clearly specify all the taxes applicable. In case, this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of all type of taxes/duties.
8.	Arithmetical errors	All rates and amount shall be written both in figures and words without any cutting / over-writing and shall be indicated in Indian rupees only. Arithmetical errors will be corrected on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
9.	Delayed / Late / Incomplete Bids	- The tender received late, without requisite documents, without sign & stamp, or incomplete in any respect will be rejected. IREDA will not be responsible for any postal delay. - If the bidder does not respond promptly to request for all supplementary information required for the evaluation of the bid, his/her tender will be rejected. - At any time if a material misrepresentation is found, the tender will be rejected. - Conditional tender shall not be accepted & shall be treated as rejected.
10.	Evaluation of Bids	The Technical Bid of only those agencies who have submitted the EMD shall be opened and after qualifying technical specification, their Financial Bid will be opened.
11.	Amendment	No amendment or other variation of the Contract (Work Order) shall be effective unless it is in writing and is signed by a duly authorized representative of Employer and accepted by the Bidder / Company / Agency / Agency / Contractor / Supplier.
12.	Tax Deduction at Source	Tax deduction at source shall be governed as per prevailing rules.

13.	Contract Price	The Contract Price shall be as specified in the Work Order / Service Order. RISK PURCHASE CLAUSE: In the event of delay in supplies or failure to supply the requisite vehicle IREDA may resort to the procurement of vehicle from elsewhere at risk and cost of the successful bidder.
14.	Settlement of Disputes	Mutual Consultation If any dispute of any kind whatsoever shall arise between the Employer and the Contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the Facilities, whether during the progress of the Facilities or after their completion and whether before or after the termination, abandonment or breach of the Contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference by mutual consultation, then the dispute may be settled through Expert Settlement Council / Arbitration / other remedies available under the applicable laws. Resolution of Dispute through Expert Committee If the parties fail to resolve such a dispute or difference by mutual consultation, the dispute if the parties agree, may be referred to IEM/ Expert Committee constituted by IREDA for resolution. The contractor / sub-contractors have to give an undertaking that in case of any dispute, they will not approach any Courts, while representing the matters to IEM and they will await decision of the IEM in the matter. The services of IEM are available for mediation.
15.	Arbitration	If the process of mutual consultation and/Expert Committee fails to arrive at a settlement between the parties as mentioned above, Employer or the Contractor may, within Thirty (30) days of such failure, give notice to the other party, of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. in the event of any dispute or difference whatsoever arising under the contract / Work Order, the same shall be referred to Arbitration which shall be as per the provisions of the Arbitration and Conciliation Act, 1996 and any amendment thereof from time to time. Any dispute raised by a party to arbitration shall be adjudicated by a Sole Arbitrator appointed by CMD, IREDA. The Arbitration shall be held at Delhi only. the Arbitrator fee will be shared between IREDA and Agency on 50:50 ratio. The Arbitrator shall give reasoned and speaking award and it shall be final and binding on both the parties. Any dispute arising out of this contract shall be construed and governed by the laws of Republic of India and the parties hereby submit to the exclusive jurisdiction of the Delhi Courts of Law
16.	Payment Terms	Payment will be made to the account of the successful bidder as per the payment terms mentioned in the work order. The payments shall be made after the conditions listed for such payment have been met, and the successful bidder has submitted a tax invoice to the Employer specifying the amount due. Payment shall be released through RTGS mode within 15 days of receipt, acceptance of materials and submission of invoice in all respect as per payment terms mentioned in Work Order / Tender document and satisfactory work completion. Employer while releasing payment shall deduct GST/TDS at source at the applicable rates in case transactions under the PO/Contract are liable to GST/TDS deduction at source.

17.	Authorized Representative	Any action required or permitted to be taken, and any document required or permitted to be executed, under the Contract by the Employer or the Bidder may be taken or executed by the officials.
18.	Inspection and Testing	All materials shall be inspected as per scope of work / specifications, as may be required by Employer.
19.	Warranty	The provision of Warranty shall be: a) The Supplier/agency/firm shall warrant that the Goods shall be free from defects arising from any act or omission of the Supplier/agency/firm or arising from design, materials, and workmanship, under normal use in the conditions. b) If having been notified, the Supplier/agency/firm fails to remedy the defect, the Employer may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Employer may have against the Supplier/agency/firm under the Contract.
20.	No breach of contract	The failure of a party to fulfill any of its obligations under the Contract shall not be considered to be a breach of or default under the Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event- a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract and b) has informed the other Party as soon as possible about the occurrence of such an event.
21.	Obligations of the Supplier / Agency / Firm	Bidder agrees to indemnify IREDA from any and all claims, demands, losses, cause of action, damage, lawsuits, judgments, including attorneys' fees and costs, arising out of or relating to the bid. The Supplier/agency/firm shall supply the Goods perform the Services and carry out their obligations with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advance technology and safe methods. The Supplier/agency/firm shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Employer and shall at all times support and safeguard the Employer's legitimate interests in any dealings with Sub-bidder or third parties.
22.	Termination	The Employer may terminate the Order/Contract, by not less than Fifteen (15) days' written notice of termination to the Supplier / agency / firm, to be given after the occurrence of any of the events specified in paragraphs(a) to (d) of this Clause and sixty (60) days' in the case of the event referred to in (e) below: (a) if the Supplier/agency/firm does not remedy a failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the Employer may have subsequently approved in writing; (b) if the Supplier/agency/firm becomes insolvent or bankrupt; (c) if as a result of Force Majeure, the Supplier/agency/firm is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or (d) if the Supplier/agency/firm, in the judgment of the Employer has engaged in corrupt or fraudulent practices in competing or in executing the Contract.

		For the purpose of this clause: “Corrupt Practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution. “Fraudulent Practice” means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Employer. (e) if the Employer, at its sole discretion, decides to terminate this Contract. In event of termination of Order/Contract, the Employer shall pay to the Supplier / agency / firm / Contractor the Contract Price, properly attributable to the works / supplies executed by the Supplier / agency / firm / Contractor as on the date of termination. However, any sums due to the Employer from the Contractor accruing prior to the date of termination shall be deducted from the amount to be paid to the Supplier / agency / firm under this Order / Contract.
23.	Registered MSME Vendor(s)	Purchase preference will be given to Micro and Small Enterprises (MSEs) as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded to them for total quantity.
24.	Acceptance of all terms and conditions of the Bid	The Bidder has to submit an undertaking on Company's letter head for acceptance of tender terms & conditions, etc. of the bid document (Annexure-3).
25.	Financial Bid Evaluation	The evaluation of bids / the tender shall be finalized in favour of the lowest bidder considering all component prices put together excluding applicable tax.
26.	Notices	Whenever this Agreement requires or allows Notice, the notice must: (a) be written; (b) state with reasonable certainty the information being communicated; (c) be electronically or physically signed by a person authorized to issue Notice on behalf of the Party issuing Notice; (d) be dispatched by email or registered post;
27.	Contract Award	Bid with lowest price conforming to the specification will be considered for placement of order. Work Order will be awarded to one party (L-1) vendor to carry out the entire work, meeting IREDA's requirement to. If two or more bidders quote the same lowest price, IREDA reserves the right to seek revised offer from those L1 bidders only and placing order on revised L-1 offer. If same situation prevails then IREDA reserve the right to place order on any of them considering the bidder who is providing early delivery may be given preference.

ANNEXURE-3**AUTHORISATION LETTER
{To be submitted on Agency / company letterhead}**

I _____(name) certify that I in the capacity of _____(designation) in the Agency, as per organization rules & regulations / laws is authorized to submit the Bid and bind the organization by authority of its governing body/board/by-laws,etc.

- (a) I / we hereby certify that there is no deviation from tender conditions either technical or commercial and I hereby agree and accept all the Terms and Conditions mentioned of the IREDA's Tender unconditionally. We are aware that conditional bids if quoted shall be summarily rejected.
- (b) Our organization or the staffs to be provided has no business or direct family relationship with member(s) of IREDA's employees or persons positioned in or on the Board of these two organizations by whatever process.
- (c) We will comply with all the applicable/ prevailing statutory provisions, laws, acts and Government orders amended/notified during the period of agreement.
- (d) There is no legal suit / criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency (in case of Proprietorship), Partner of the Agency (in case of Partnership), any of its directors (in case of Pvt. Ltd. Company) or against the Agency) on grounds of moral turpitude or for violation of any of the laws in force.
- (e) I / We have disclosed all the information and the information so provided is true, correct, complete and nothing has been concealed thereof.
- (f) I / We undertake that our Agency/company has not been blacklisted / debarred by any of the Govt / CPSEs / Banks / Financial Institutions during the last 3 financial years.
- (g) We confirm, in case Agency fails to honour the agreed terms and conditions, IREDA shall have unqualified, absolute and unfettered right to cancel the bid as 'unresponsive' during bidding process and encash / forfeit the bid security submitted in this behalf.
- (h) In case of any dispute, we will not approach any Arbitration/Courts directly, while the disputed matter is under amicably settlement in IREDA or with IEM/Expert Committee constituted by IREDA and will await decision of the same.
- (i) I have read and understood the various forms and documents and am submitting tender, complete in all respects. I understand that you are not bound to accept lowest/highest or bid you may receive.

Authorized Signatory: _____

Name: _____

Designation: _____

For and on behalf of (Name of the Agency): _____

Date: _____

Note: The above should be duly signed and stamped by the authorized signatory.

APPENDIX-I

TECHNICAL BID

Procurement of One New VehicleHonda City Hybrid Vehicle (Model: New City - 5th Gen. – ZX e:HEV) in Platinum White Pearl Colour**A) Credentials of Bidder:**

1	Name of the Company/Agency/Firm	
2	Authorized Dealer certificate (copy to attach)	
3	Sell office & Service Centre Address	<u>Sell Office</u> <u>Service Centre</u>
4	Telephone & Mobile nos. of contact person	
5	Email for communication	
6	Name of the Director / Proprietor	
7	Company Registration Certificate / Partnership Deed (attach supporting documents)	
8	Name of the Bank with complete address	
9	Bank Account Number (Enclose unsigned cancelled cheque)	
10	Bank (RTGS) details	
11	MSME certification (including as Women and SC/ST entrepreneurs)	
12	Any other information	

B. Eligibility Criteria

S.No.	Description	Relevant documentary proof (copy of the relevant documents duly signed by authorized signatory is to be enclosed)
Mandatory Requirements (as stipulated in the Eligibility Criteria Section – II of this Tender)		
1.	Bidder shall be an Authorized agency of Honda Motors engaged in selling of New Vehicles and having its Sales Office & Service Centre in Delhi	Relevant documentary evidence to be provided.
2.	Minimum Turnover during the last three financial years should be Rs. 1.00 Crore or more each year (FY: 2020-21, 2021-22 & 2022-23)	Copies of Audited balance sheets / CA certificates may be provided.
3.	Sell Office and Service Centre in Delhi	Sales Office: Service Centre:
4.	Whether Agency is registered & license holder under: Service Tax / GST: Permanent Account Number (PAN) Tax Deduction and Collection Account Number	Yes / No Yes / No Yes / No
6.	Agency should not have been banned by any Govt / CPSEs / Banks / Financial Institutions during the last 3 financial years.	The Agency should provide an undertaking for the same in the format as enclosed at Annexure-3.

Note: Submission of **documentary proof** as per the above Technical Bid Format is mandatory. In case of absence of any relevant documentary proof as required above, the Bid is liable to be rejected. Also, the documentary proofs attached should be duly attested by the authorized signatory(ies) of the Agency.

The technical bid and financial bid are to be submitted in a two separate sealed envelope and both the sealed bids into a big-sealed envelope addressed as **“Bid for Honda City Hybrid Vehicle”** and to be dropped in a tender box kept at **Reception at IREDA, Registered Office, 1st Floor, Core 4A, East Court, India Habitat Centre, Lodhi Road, New Delhi – 110 003** latest by **3:00 P.M. on 16/10/2023**.

Signature: _____

Dealer's Agency Name: _____

Date:

Dealer's Address: _____

Place:

Authorized Person name: _____

Mobile No.: _____

Note: The above should be duly signed and stamped by the authorized signatory.

APPENDIX - II

FINANCIAL BID

Procurement of One New VehicleHonda City Hybrid Vehicle (Model: New City - 5th Gen. – ZX e:HEV) in Platinum White Pearl Colour

S.No.	Details	Amount in Rs.
1.	New Vehicle Ex-Showroom Cost	
2.	New Vehicle Delhi Registration Cost	
3.	New Vehicle Delhi Plate Number Cost (with fixation)	
4.	New Vehicle TCS Cost	
5.	Fast Tag Charges	
6.	Extended Warranty Cost (Additional 02 years i.e. 4 th and 5 th year)	
7.	Comprehensive Insurance Cost inclusive of Zero Depreciation with Consumables, Engine Protect, Anti-Theft Devices, Key Protect, Return to Invoice, Roadside Assistance Cover, Tyre Damage etc.	
8.	Discount to Govt. Organization	
9.	GST / other Taxes	Kindly indicate in %
10.	Total On Road Cost (1 to 8 above)	
11.	Advance Booking Charges, if any payable	
12.	Delivery time Period (immediate / in days)	

Note:

- 1) Please quote the amount in INR (numeric value) without any cutting/over writing.
- 2) In case Tax details are not mentioned, the price quoted treated as full & final including tax, to be borne by bidder.
- 3) The vehicles need to be supplied within 30 days positively upon release of advance booking.

Signature: _____

Dealer's Agency Name: _____

Date:

Dealer's Address: _____

Place:

Authorized Person Name: _____

Mobile No.: _____

Note: The above should be duly signed and stamped by the authorized signatory.