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

Open Tender

TENDER DOCUMENT FOR PROCUREMENT OF NEW VEHICLES- Honda New City e-HEV (Automatic) – 2022 Top model

[Agency's registered with MSME [women and SC/ST] entrepreneurs with valid MSME Certificates can also participate in the bidding process]

REF NO: /IREDA/HR-ADMN/2022/ DATED 28.12.2022

Corporate Office: 3rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110066.
Registered Office: Core-4A, 1st Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003.



INDIAN RENEWABLE ENERGY DEVELOPMENT AGENCY LTD (IREDA)
(A Government of India Enterprise)

NOTICE INVITING TENDER (NIT) FOR

Procurement of New Vehicles -Honda New City e : HEV (Automatic) – top model

NITNo:IREDA/HR-ADMN/2022/

Date: 28.12.2022

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 bids for procurement of new vehicles at Delhi. In case, the authorized dealers are interested, please submit their **Technical & Financial Bids / offer for the item(s) listed in the prescribed format (Appendix-1 & 2)**. You may please also note the **General Terms & Conditions** applicable in regard to submission of quotation / offer for award of contract by IREDA as per attached **Annexure-2**.

3.0 Brief Details

NIT Date	28.12.2022
NIT No.	IREDA/HR-ADMN/2022/ Procurement of New Vehicles -Honda New City e:HEV (Automatic) -top model For any corrigendum and extension of date of bid submission, please visit the website.
Document download Commencement Date	29.12.2022
Last Date and Time for Bid submission	04.1.2023 at 11:00 AM
Technical Opening Date & Time	04.1.2023 at 11 :30 AM
Financial Bid Opening Date & Time	Bids of the successful bidders who qualifies the technical criteria, will only be opened.
Last Query Date (if any)	03.1.2023 by 1.00 PM
<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 Bid Security shall be submitted in a sealed envelope separately offline/online by the stipulated bid submission closing date and time at the address given below. Any bid without an acceptable Bid Security shall be treated as non-responsive by the employer and shall not be opened.
- 5.0 IREDA reserves the right to reject any or all bids or cancel/withdraw the NIT for the subject package without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.
- 6.0 The evaluation of bids shall be done only on basis of Lowest quote as L-1 bidder and immediate vehicle delivery.

7.0 Address for Communication :

Deputy General Manager (HR-admn)

IREDA LTD.,

Registered Office : Core-4A, East Court, 1st Floor,
India Habitat Centre, Lodhi Road, New Delhi-110003

SCOPE OF WORK**SECTION – 1**

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 Works :

The scope of work includes following requirements:

a) Procurement Two New Vehicles -Honda New City e : HEV (Automatic)-top model

- b) The quotes rates should be total on Road Price inclusive of all charges/taxes.
- c) Total warranty 5 years (3 + 2 years including extended warranty)
- d) Repairs & Maintenance of vehicle during the warranty period will be authorize dealers
- e) Comprehensive Vehicle Insurance including protection against all consequential claims, losses, Zero Dep., Engine Cover, Anti-Theft Devices etc.

3. Delivery of Vehicle :

Within 30 days of the work order.

4. Payment Terms & Conditions

The full payment will be released by IREDA upon confirmation from bidders for vehicles delivery & inspection and submission of GST invoice. The advance booking payment will be made by IREDA, as per norms.

5.	<u>Validity</u> : The quotation shall be valid for a period of 03 (Three) Months from the date of opening of the bids.
6.	IREDA would consider for procurement of new vehicles under exchange of existing Maruti/Honda make old vehicles, if required.
7	The number of vehicles purchase can increase or decrease, as per requirement.
7	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 of Honda Motors engaged in selling of New Vehicles and having its sales office & service centre in Delhi (Preferably in South and Central Delhi)
- 2) Minimum Turnover during the last three financial years should be Rs.1.00 Crore or more for each year (as per GST Returns and/or CA Certificate /ITR of the Agency, during FY : 2019-20 / 2020-21 & 2021-22.
- 3) Agency is registered & license holder under for PAN, TAN & GST and Company Authorised dealer.
- 4) Agency should not have been banned by any Govt/CPSEs/Banks during the last 3 years.
- 5) Agency should not have any legal suit/ criminal case pending or contemplated or legal notice having being 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 Company) or against the Agency on grounds of moral turpitude or for violation of any of the laws in-force or for blacklisting / debarred from bidding. The Agency should provide an undertaking for the same in the format as enclosed at **Annexure-3**.

Agency, not meeting the above pre-requisite requirement shall not be considered as technically qualified. No Technical Bid/ Financial Bid will be evaluated of such agencies.

TENDER GENERAL TERMS & CONDITIONS

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

1.0	Definitions	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 Authorised 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.	

		<p>“Services” means the work to be performed by the Bidder pursuant to this Contract, as described in the detailed Terms of Reference; and</p> <p>“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.</p> <p>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.</p> <p>“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.</p>
2.0	Language	English shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
3.0	Contract Documents	The Employer shall send to the successful Bidder the Work Order/Service Order. The Work Order/Service Order will constitute the formation of the contract. The contract shall come into effect from the date of issue of Work Order/Service Order. The successful bidder shall have sign and return the Work Order/Service Order as a token of acceptance. Successful bidder on whom Work Order/Service Order is placed shall hereinafter be called Supplier/agency/firm.
4.0	Bid : (a) Bid Submission	<p>Technical and Financial Bids should be submitted separately by participating bidder.</p> <p>Not more than one tender shall be submitted by one tenderer / Agency having business relationship.</p> <p>Any modification in the submitted offer after its submission and or closing date of the tender will not be considered.</p>

	(b) 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.
	(c) Cost escalation after Bid submission and work order award	<ul style="list-style-type: none"> • IREDA does not entertain request for escalation of cost / price on account of any reasons during the period of validity of quotation.
	(d) INR / Tax	<ul style="list-style-type: none"> • Financial Bid to quoted in INR (numeric) value without any cutting/over writing. • In case Tax details are not mentioned, the price quoted in column (g) of above table will be taken as full & final including tax, to be borne by bidder.
	(e) Arithmetical errors	<p>Arithmetical errors will be corrected on the following basis:</p> <ul style="list-style-type: none"> • 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.
5.0	Delayed/Late/ Incomplete Bids	Bids received late will not be considered and summarily rejected. IREDA will not be responsible for any postal delay.
6.0	Singular and Plural	The singular shall include the plural and the plural the singular, except where the context otherwise requires.
7.0	Amendment	No amendment or other variation of the Contract (Work Order/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.
8.0	Tax deduction at source	Tax deduction at source shall be governed as per prevailing rules.
9.0	Contract price	The Contract Price shall be as specified in the Work Order / Service Order.

<p>10.0</p>	<p>Settlement of Disputes</p>	<p>Mutual Consultation</p> <p>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.</p> <p>Resolution of Dispute through Expert Committee</p> <p>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 given 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. -</p>
<p>11.0</p>	<p>Arbitration</p>	<p>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 Indian Arbitration Act, 1940.</p> <p>The parties at the time of invocation of arbitration shall submit all the details of the claims and the counter-claims including the Heads/Sub-heads of the Claims/Counter- Claims and the documents relied upon by the parties for their respective claims and counter-claims. The parties shall not file any documents/details of the claims and counter-claims thereafter.</p> <p>In case dispute is not resolved by amicable settlement, the same shall be referred by either party for resolution through Administrative Mechanism for Resolution of CPSEs Disputes(AMRCD) as mentioned in DPE OM No. 4(1)/2013- DPE(GM)/FTS-1835 dated 22.05.2018 and any subsequent modifications thereto (as may be applicable).</p> <p>Any dispute raised by a party to arbitration shall be adjudicated by a Sole Arbitrator appointed by CMD, IREDA.</p> <p>The Arbitration shall be held at Delhi only. the Arbitrator fee will be shared between IREDA and Agency on 50:50 ratio.</p> <p>The Arbitrator shall give reasoned and speaking award and it shall be final and binding on both the parties.</p>

12.0	Payment terms	<p>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.</p> <p>Payment shall be released through RTGS mode within 30 days of receipt, acceptance of materials and submission of invoice in all respect as per Payment terms mentioned in PO/Tender document and satisfactory work completion.</p> <p>The 5% of the final billing amount will be kept as security for three months work warranty period duration and will be released thereafter.</p> <p>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.</p>
13.0	Payment at reduced rates	<p>If the goods supplied are not according to specifications stipulated in the order, IREDA may retain the goods at its discretion after negotiations and agreement with the supplier/agency/firm and pay at reduced rates to be fixed by IREDA.</p>
14.0	Release of Payment	<p>The payment release will be considered on submission of Tax Invoice on monthly basis.</p>
15.0	Authorized representative	<p>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</p>
16.0	Inspection and Testing	<p>All materials shall be inspected as per scope of work /specifications, as may be required by Employer.</p>
17.0	Insurance	<p>The goods supplied under this Work Order shall be fully insured against loss or damage incidental to manufacture, acquisition, transportation, storage and delivery, at the cost of the</p>
18.0	Authorized representative	<p>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 authorized for the purpose.</p>

<p>19.0</p>	<p>Taxes & Duties</p>	<ul style="list-style-type: none"> i. “Goods and Services Tax” or “GST” means taxes or cess levied under the Central Goods and Services Tax Act, Integrated Goods and Services Tax Act, Goods and Services Tax (Compensation to States) Act and various State/Union Territory Goods and Services Tax Laws and applicable cesses, if any under the laws in force (hereinafter referred to as relevant GST Laws), which shall be fully complied with by the Bidder. ii. The Bidder shall quote the prices giving breakup in the manner specified in the Price Schedule. The Bidder shall quote the applicable rate of GST in the Price Schedule. iii. For the purpose of Evaluation, GST quoted in the Bid shall only be considered. iv. The Bidder shall indicate the taxes and duties as applicable seven (7) days prior to last date of Bid Submission. v. The Bidder is required to quote the rate of GST applicable under GST Law in the Price Schedule while giving the breakup of prices. vi. In case GST registered Bidder has quoted GST rate as ‘0’ (Zero), the quoted price shall be considered to be inclusive of GST as applicable. vii. Employer 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. viii. The implications of GST on return of goods will be as per the provisions of the relevant GST laws. <p>The Employer shall make necessary tax deductions under Income Tax Act or any other laws, if applicable.</p>
<p>20.0</p>	<p>Warranty</p>	<p>The provision of Warranty shall be :</p> <ul style="list-style-type: none"> 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) The warranty shall remain valid for the period of one year from the date of installation and commissioning or as specified in the Technical Specifications / general terms & conditions. c) 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.

<p>21.0</p>	<p>Removal of rejected goods and replacement</p>	<p>a) If upon delivery, whether inspected and approved earlier or otherwise, the material/equipment is not in conformity with the specifications, the same shall be rejected by the Employer or his duly authorised representative and notification to this effect will be issued to the Supplier/agency/firm within 30 days from the date of receipt of the material at site.</p> <p>b) The supplier/agency/firm shall arrange for removal of the rejected item(s) within 15 days from the date of notification. In the event, the supplier/agency/firm fails to lift the materials within the said 15 days, the Employer shall be at liberty to dispose of such rejected item(s) in any manner as he may think fit and recover all the expenses from the Supplier/agency/firm.</p>
<p>22.0</p>	<p>No breach of contract</p>	<p>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</p> <p>(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</p> <p>(b) has informed the other Party as soon as possible about the occurrence of such an event.</p>
<p>23.0</p>	<p>Obligations of the Supplier/agency/firm</p>	<p>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.</p>

<p>24.0</p>	<p>Termination</p>	<p>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 :</p> <ul style="list-style-type: none"> (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. <p>For the purpose of this clause:</p> <p>“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.</p> <p>“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.</p> <ul style="list-style-type: none"> (e) if the Employer, at its sole discretion, decides to terminate this Contract. <p>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.</p>
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25.0	Registered MSME vendor(s)	<p>Agency's registered with MSME [women and SC/ST] entrepreneurs with valid MSME Certificates can also participate in the bidding process. The startup agency / agency also invited to participate in bidding process if meeting Govt. startup norms / eligibility criteria.</p> <p>MSE registered with DICs/KVIC/KVIB/NSIC/Directorate of Handicrafts and Handloom/UAM or any other specified by Ministry of Micro, small & Medium Enterprises are exempted from :</p> <p>(i) submission of EMD/bid security Deposit on production of requisite proof in the form of valid certificate for the said service.</p> <p>(ii) No request of the participator Agency's for exemption under this clause will be accepted, if the validity period of MSME Certificate is expired or they have just applied for MSME registration or not having MSME Certificate.</p>
26.0	Acceptance of all Terms and Conditions of the bid	<p>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).</p>
27.0	Financial Bid Evaluation	<p>The evaluation of bids / the tender shall be finalised in favour of the lowest bidder considering all component prices put together excluding applicable tax.</p>
28.0	Notices	<p>Whenever this Agreement requires or allows Notice, the Notice must:</p> <p>(a) be written;</p> <p>(b) state with reasonable certainty the information being communicated;</p> <p>(c) be electronically or physically signed by, a person authorised to issue Notice on behalf of the Party issuing Notice;</p> <p>(d) be dispatched by email or registered post;</p>
29.0	Contract Award	<p>Work Order / Contract will be awarded to one party to carry out the entire work, meeting IREDA's requirement to L-1 vendor.</p> <p>In case two parties have quoted same rate for the entire work, split of work will be considered meeting IREDA's requirement and adherence of timeline.</p>

**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 authorised to submit the Bid and bind the organization by authority of its governing body/board/by-laws,etc..

- (a) I hereby 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) The Agency should also provide an undertaking that it will comply with all the applicable/ prevailing statutory provisions, laws, acts and Government orders amended/notified during the period of agreement. Further, the agency shall be solely responsible for payment of wages/salary and statutory dues to provide all the benefits as per the prevailing laws, acts and guidelines.
- (f) We have disclosed all the information and the information so provided is true, correct, complete and nothing has been concealed thereof.
- (g) No action of debarring/blacklisting of our Agency/company has been done by any of PSU or Public Authority/ Institutions during the last 3 years.
- (h) 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.
- (i) 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.

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.

TECHNICAL BID**Procurement of New Vehicles -Honda New City e : HEV (Automatic) – top model by IREDA****[TO BE SUBMITTED PDF FORMAT]****A) Credentials of Tenderer:**

1)	Name of the Company/Agency/Firm	:	
2)	Authorised 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 in PDF format)	:	
8)	Name of the Bank with complete address	:	
9)	Bank Account Number (enclose an unsigned cancelled cheque)	:	
10)	Bank (RTGS) details	:	
11)	NSIC/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 authorised signatory is to be enclosed)
Mandatory Requirements (As stipulated in the Eligibility Criteria in the NIT)		
1	Bidder shall be an Indian authorized agency 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 each year (as per GST Returns and/or CA Certificate /ITR of the Agency, during FY : 2019-20, 2020-21 & 2021-22.	Copies of audited results/balance sheets/CA certificates and other relevant records
3	Sell office and Service centre in Delhi, (Preferably in South and central Delhi)	Sales office Address: Service Centre Address:
4	Whether Agency is registered & license holder under:-	
	a) Service Tax /GST	Yes / No
	b) Permanent Account Number (PAN)	Yes / No
	c) Tax Deduction and Collection Account Number (TAN)	Yes / No
5	Agency should not have any legal suit/ criminal case pending or contemplated or legal notice having being 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 Company) or against the Agency on grounds of moral turpitude or for violation of any of the laws in-force or for blacklisting / debarred from bidding. (The Agency should provide an undertaking for the same in the format as enclosed at Annexure-3.)	

6	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.)		
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Note: - Submission of **documentary proof in PDF format** 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 Agency shall ensure submission of Technical bid along with all the required documents before uploading/attaching.

The technical bid is to be submitted in a separate sealed cover along with closed financial bid in a separated sealed envelope. Both separated sealed technical and financial bids are to be put in a separate big sealed envelope addressed as “Bid for New Honda vehicle” and to be dropped in a tender box kept at Reception area at IREDA corporate Office located at 3rd floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi-110066.

Dated :

Place :

Signature_____

Dealer Agency Name_____

Dealer address : _____

Authorized person name and mobile no. _____

(FINANCIAL / PRICE BID)

Procurement of Two New Vehicles -Honda New City e : HEV (Automatic) – top model

S. No.	Description (Name & Model of Vehicles)
1	<u>Procurement of Two New Vehicles -Honda New City e : HEV (Automatic) – top model</u>

Sl.No	Details	<u>Honda New City e : HEV (Automatic) – top model</u> <u>Cost of each vehicle (Rs.)</u>
1	New Vehicle ex-showroom cost(Rs.)	
2	New Vehicle delhi Registration Cost (Rs.)	
3	New Vehicle delhi Number Plate Cost (Rs.)	
4	New Vehicle Car care package Cost viz. Teflon. and rust coating, etc (Rs.)	
5	Extended Engine Warranty cost (3 + 2 Years) (Rs.)	
6	Cost towards Comprehensive Zero Dep Vehicle Insurance in favour of IREDA including protection against all consequential claims, losses, Engine Cover, Anti-Theft Devices etc. (Rs.)	
7	Corporate discount to Govt. company (Rs.)	
8	GST / other Taxes	
8	Total On-Road cost (1 to 7 above)	
9	Advance booking charges, if any payable.	
11	Old vehicle exchange discount charges (Rs.), if applicable	
12	Any other offer by dealer viz. accessories with value at free of cost. Please specify details	
13	Delivery time period (immediate / in days)	

Note :

- 1) IREDA does not entertain request for escalation of cost / price on account of any reasons upon bid submission.
- 2) Please quote the amount in INR (numeric value) without any cutting/over writing.
- 3) In case Tax details are not mentioned, the price quoted treated as full & final including tax, to be borne by bidder.
- 4) The vehicles needs to be supplied within 30 days positively upon release of advance

booking.

- 5) If vehicles are available for immediate delivery, full payment release can be considered against performa invoice submission.
- 6) Preference will be considered for immediate availability and delivery of new vehicle on lowest bid.

The financial bid is to be submitted in a separate sealed cover along with closed technical bid in a separated sealed envelope. Both separated sealed technical and financial bids are to be put in a separate big sealed envelope addressed as "Bid for New Honda vehicle" and to be dropped in a tender box kept at Reception area at IREDA corporate Office located at 3rd floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi-110066.

Dated :

Place :

Signature_____

Dealer Agency Name_____

Dealer address :_____

Authorized person name and mobile no._____