



नेशनल ऑटोमोटिव टेस्ट ट्रैक्स

NATIONAL AUTOMOTIVE TEST TRACKS

Tender Document

For

NATRAX में खरपतवारनाशी की आपूर्ति एवं छिड़काव का कार्य। / Supply of

Herbicide/weedicide

At

NATRAX

PITHAMPUR, DIST. DHAR (Madhya Pradesh)

Tender No. - NATRAX/PROC/C&I/24/82

National Automotive Test Tracks (NATRAX)/ नेशनल ऑटोमोटिव टेस्ट ट्रैक्स
(NATRAX)

A unit of National Automotive Board (NAB)/ राष्ट्रीय मोटर वाहन बोर्ड (एनएबी) की
एक इकाई

NH-52, Old Agra- Mumbai Highway/ NH-52, पुराना आगरा-मुंबई राजमार्ग,

Next to Pithampur Flyover/ पीथमपुर फ्लाईओवर के बगल में,

Post Khandwa (Near Pithampur)/ पोस्ट खंडवा (पीथमपुर के पास)

Dhar District, Madhya Pradesh-454774/ धार जिला, मध्य प्रदेश -454774

Phone: +919893892310, Fax - 07292-256101

Email: a.prabhakar@natrip.in, anuj.kumar@natrip.in

1. General Instructions:

नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX) नेशनल ऑटोमोटिव बोर्ड (NAB) के तहत एक ऑटोमोटिव टेस्टिंग एंड सर्टिफिकेशन सेंटर है, जो भारी उद्योग मंत्रालय, भारत सरकार द्वारा गठित एक स्वायत्त निकाय है। NATRAX को लगभग 3000 एकड़ भूमि पर पीथमपुर, जिला धार, (मध्य प्रदेश, भारत) के पास, सभी प्रकार के ऑटोमोबाइल के व्यापक परीक्षण और मूल्यांकन के लिए स्थापित किया गया है।/National Automotive Test Tracks (NATRAX) is an Automotive Testing & Certification Centre under National Automotive Board (NAB) which is an autonomous body constituted by Ministry of Heavy Industries, Government of India. NATRAX has been set up on approx. 3000 acres of land for comprehensive testing and evaluation of all types of automobiles, near Pithampur, Dist. Dhar, (Madhya Pradesh, India).

नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX), ऐसे योग्य और अनुभवी बोलीदाताओं से पासवर्ड संरक्षित या सीलबंद कोटेशन / बोलियां आमंत्रित करता है, जो काम करने, निष्पादित करने और कार्यान्वित करने के लिए इस दस्तावेज़ में निर्दिष्ट पात्रता मानदंड को पूरा करते हैं। तथा निर्धारित शर्तों पर कार्य करने के इच्छुक हैं। कार्यों का संक्षिप्त विवरण और एनआईक्यू/निविदा की समय-सीमा नीचे दी गई तालिका में संक्षेप में दी गई है:/ The National Automotive Test Tracks (NATRAX), invites Password Protected OR Sealed Quotations/Bids from the experienced bidder(s) in the prescribed Proforma for performing, executing and implementing the works on the terms and conditions contained in this Bid document, under Limited Tender Enquiry (LTE). Brief description of works and the timelines for NIQ/tender are summarised in the table below:

Description of Work	Period of Contract	Date of start of floating of tender	Last date for submission of Bid	/ Date & Time of Bid opening	Estimated Cost
NATRAX में खरपतवारनाशी की आपूर्ति एवं छिड़काव का कार्य। / Supply of Herbicide/weedicide at NATRAX	30 Days from the date of Issue of Work Order.	31 st Dec 2024	10 th Jan 2025 at 1500 Hrs	10 th Jan 2025 at 1530 Hrs	Rs 1.05 Lakh

2. कोटेशन/बोली प्रस्तुत करने का विवरण/ Quotations/Bid Submission details:

- a. पासवर्ड से सुरक्षित बोली/कोटेशन बोलीदाता द्वारा निम्नलिखित ईमेल आईडी पर उपरोक्त समय और तारीख के बाद या पूर्व सूचना पर अगली सुविधाजनक तारीख और समय के रूप में प्रस्तुत किया जाना है।/ Password protected Bid/Quotation is to be submitted by the Bidder at the following email ID's not later than the aforesaid time & date or as next convenient date & time on pre-intimation.

Mail to: a.prabhakar@natrip.in, anuj.kumar@natrip.in, je.procurement@natrax.in;



OR

मोहरबंद बोलियां/कोटेशन भी पूर्वोक्त तिथि और समय पर NATRAX हब कार्यालय में सीलबंद लिफाफों में हार्ड कॉपी में जमा किए जा सकते हैं। हालांकि, मौजूदा कोविड महामारी को देखते हुए बोलीदाताओं को इलेक्ट्रॉनिक मोड के माध्यम से बोली लगाने के लिए प्रोत्साहित किया जाता है/ Sealed Bids/quotations may also be submitted in the hard copy in **sealed envelops at NATRAX Hub office** in the aforesaid date and time. However, Bidders are encouraged to Bid/quote through electronic mode considering the ongoing Covid pandemic.

- b. उक्त तिथि एवं समय के बाद कोई बोली स्वीकार नहीं की जायेगी। हालाँकि, असाधारण मामलों में, NATRAX के पास बोली खोलने से पहले बोली जमा करने के समय/अंतिम तिथि को अगली सुविधाजनक तिथि/समय तक बढ़ाने का अधिकार सुरक्षित है।/ No Bids will be accepted after the aforesaid date and time. However, on exceptional cases, NATRAX reserves the right to extend the time/last date of submission of Bid to a next convenient date/time before opening of the Bids.

टेलीग्राफिक रूप से या ट्रांसमिशन के अन्य माध्यमों (टेलीफैक्स, आदि) के माध्यम से भेजी गई बोलियां जो पासवर्ड से सुरक्षित नहीं हैं, उन्हें दोषपूर्ण, अमान्य माना जाएगा और खारिज कर दिया जाएगा।/ Bids sent telegraphically or through other means of transmission (telex, etc.) which are not Password Protected shall be treated as defective, invalid and shall stand rejected.

- c. NATRAX गैर-प्राप्ति/गैर-वितरण/या किसी तकनीकी त्रुटि या गलत प्राप्तकर्ता के कारण किसी भी देरी के लिए जिम्मेदार नहीं होगा। बोलीकर्ता NATRAX से अपनी बोली प्रस्तुत करने की प्राप्ति की पुष्टि कर सकते हैं /NATRAX shall not be responsible for any delays for non-receipt /non-delivery/or any technical errors or due to wrong addressee. Bidders may confirm the receipt of their Bids submission from NATRAX

- d. **Disclaimer/ अस्वीकरण:**

NATRAX बिना कोई कारण बताए किसी या सभी प्रस्तावों को स्वीकार/अस्वीकार/संशोधित/विभाजित करने के सभी अधिकार सुरक्षित रखता है। NATRAX के किसी भी निर्णय के लिए बोलीदाताओं के पास कार्रवाई का कोई कारण या दावा नहीं होगा।/ NATRAX reserves all rights to accept/ reject/modify/split any or all proposals without assigning any reasons. Bidders shall not have any cause of action or claim against NATRAX for any of its decisions.

For NATRAX



Head Procurement & Stores

इस निविदा में आगे चार अनुबंध शामिल हैं/ This tender further contain four Annexures

- A. अनुबंध-I (ए)-बोलीदाताओं के लिए निर्देश (आईटीबी)/
Annexure-I (A)-Instructions to Bidders (ITB)
- B. अनुबंध- I (बी) - अनुबंध की विशेष शर्तें।/
Annexure-I (B)- Special conditions of contract.
- C. अनुबंध-II- अनुबंध/विनिर्देश/ड्राइंग और डिजाइन की तकनीकी शर्तें।/
Annexure-II- Technical Conditions of contract/Specification/Drawings & Design.
- D. अनुबंध-III- वित्तीय प्रस्ताव/ Annexure-III- Financial Proposal
- E. अनुबंध - IV- प्रस्तुत करने की विधि (ऑनलाइन माध्यम से)।/ Annexure-IV- Method of submission (in case of Bid submission through online mode).

A. ANNEXURE I (A)- INSTRUCTION TO BIDDERS (ITB)

1. Bidders are required to submit their Bids in single File in a **Password Protected PDF format**, named as **"Quotation/Bid for Tender No. NATRAX/PROC/C&I/23/-----"** on the **subject of the email, containing**, as given below. The **Password Protected** Quotations/ Bids shall be submitted at the mentioned email ID(s) before the closure of Bid submission date/time.

OR

Sealed Bids/quotations may also be submitted in the hard copy in a sealed envelope at NATRAX office in the aforesaid date and time. However, Bidders are encouraged to Bid/quote through electronic mode through email only.

- a) The **Password Protected document** marked as **"Quotation/Bid for Tender No. NATRAX/PROC/C&I/23/-----"** should consist of all the documents like "Registration of Firm/GST/PAN etc, complete seal & sign copy of this tender document and Quotation for the scope of work".

OR

In case of offline Bid submission, the sealed envelope marked as **"Quotation/Bid for Tender No. NATRAX/PROC/C&I/23/-----"** shall consist of all the documents like "Registration of Firm/GST/PAN etc, complete seal & sign copy of this tender document and Quotation for the scope of work".

- b) **Incuse of online Bid submission, the password of the documents shall be submitted by the Bidders at the time of the Bid opening.**

- c) *The bidders are advised to submit the bid after duly signed submitted on each page, the bids received without sign and numbered may be rejected by NATRAX.*

*For bids received through online mode, all bidders shall be requested to attend the bid opening through virtual mode and separate online meeting link for Bids opening shall be communicated by NATRAX.
For bids received through Offline Mode, all bidders may visit NATRAX office based on the given date and time for Bid opening.*

2. Bid Opening:

The Bids shall be opened by Committee of NATRAX and the quoted rates of all the bidders shall be announced at the date and time given in this tender.

For the evaluation of rates the eventual Bid prices shall be ascertained after considering all the terms and conditions associated with the Bid price specified in the Financial Bid document and after detailed scrutiny of the financial bid.

No Bidder shall be allowed to propose/carry out any revision / correction / modification in his Price Bid offer.

If there is a discrepancy between the sub total/s and the total price that is obtained by multiplying the unit price and quantity/adding the sub total/s, the sub total/s shall prevail and the total price shall be corrected, unless in the opinion of the Employer that there is an obvious misplacement of the decimal point in the sub total price, in which case the total price as quoted shall govern and the sub total/s shall be corrected;

If there is an error in a total, corresponding to the addition or subtraction of sub totals, the subtotal/s shall prevail and the total shall be corrected; and The Bidder needs to fill the rates against each item in word as well as in figures as mentioned in BOQ (Financial Bid). In case of any discrepancy, the rate provided in word shall prevail and correct the amount against the item. **All the prices should be inclusive of all taxes and GST.**

The amount stated in the Letter to Bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors and, shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount of Bid, the bid will be rejected.

3. **Contract Negotiations:** Contract negotiations, if any, will be held before the issuance of Letter of Acceptance/ Notification of Award. The negotiation shall conclude with a revised offer letter from the successful bidder, affecting the discounts if any and accepted by NATRAX.

4. Award of Work:

- a) Prior to the expiry of the period of Bid validity prescribed, NATRAX will issue to the Successful Bidder, the Work Order. The Successful Bidder shall return one copy of the Work Order to NATRAX duly acknowledged and signed by the authorized signatory, within two [2] days of receipt of the same by him.



b) NATRAX shall notify all the unsuccessful Bidders and discharge/ return their Earnest Money Deposit. No correspondence will be entertained by NATRAX from the unsuccessful Bidders.

5. Validity of bids:

The rate quoted should be valid for a **minimum period of 90 days** from the last date of Submission of Quotation. No claim for escalation of rate will be considered at any point of time.

6. Prospective bidders requiring any clarification of the Tender may write to a.prabhakar@natrip.in; anuj.kumar@natrip.in,

7. The Bids / related correspondences shall be made in English language.

8. The Contract shall be governed by the terms and conditions specified in this tender document including amendments, work order etc.,

9. All Bidders are hereby explicitly informed that “CONDITIONAL OFFERS” or “OFFERS WITH DEVIATIONS” from the conditions of Contract, the quotation not meeting the minimum eligibility criteria, technical specifications, or any other requirements as stipulated in the Tender documents are liable to be “REJECTED”.

10. Tender Fee & Exemptions: -

a) This tender is free of cost.

b) If registered under Startups and “Micro & Medium Small Enterprises” (MSME’s), supporting documents need to be submitted to avail exemption from Earnest Money, subject to verification of certificate.

c) *The Benefits & Exemptions for Startups and MSME Bidders (Udhyam Registration Certificate) - the exemption from prior turnover & experience & price benefit (under Class 1, 2 & 3) may be given as per the guideline.*

11. The Bidders are expected to carefully examine all the contents of the Tender documents/NIQ including instructions, conditions, terms, specifications, drawings (if any), shall inspect the Site with prior notice to NATRAX and at Bidders own cost, acquaint himself with all local conditions, means of access to the work, nature of the work and all matters pertaining thereto & take them fully into account before submitting their offer. Failure to comply with the requirements as detailed in these documents shall be at the Bidder’s own risk. Bids which are not responsive to the requirements of the Tender will be rejected.

12. While all efforts have been made to avoid errors in drafting of the Tender documents, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the Tender documents shall be entertained.

13. The Bidder shall carry out all the work strictly in accordance with Specification, Standard Practices and instructions of NATRAX or NATRAX's representative and deviation on any account will not be permitted. If in the opinion of NATRAX, changes have to be made and it desires the Bidder to carry out the same. The decision of NATRAX in such cases shall be final and shall not be open to arbitration.
14. The successful Bidder is bound to carry out associated work necessary for the completion of the job even though such items are not included in the quantities to achieve end results and deemed to be priced in the other items. No claim on this account shall be entertained.
15. Addendum / Corrigendum (if required) to the Tender may be issued prior to the date of opening of the Bid to clarify or to intimate any changes/modifications etc. All such addendum / corrigendum shall be treated as an integral part of the Tender.
16. Any effort by a Bidder to influence NATRAX or any of its functionaries in the process of examination, clarification, evaluation and comparison of tenders and in decisions concerning award of contract, may result in rejection of the Bid.
17. In order to afford prospective bidders, reasonable time for preparing their Quotes after taking into account such amendments, NATRAX may, at its discretion, extend the deadline for submission of Bids.
18. Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations concerning the award of Contract shall not be disclosed to Bidders or other persons not officially concerned with such process.
19. NATRAX reserves the right to accept / reject or modify any Bids, and to annul the Tender process and reject all Bid(s)/quotation(s), at any time prior to award of Contract, or to divide the Contract between/amongst Bidders without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for NATRAX's action. Any Bidder not following ITB stands rejected.

Annexure-I (B)

20. Special Conditions of contract:

a.	Scope of work	NATRAX में खरपतवारनाशी की आपूर्ति एवं छिड़काव का कार्य। /Supply and Spray of weedicide at NATRAX
b.	Contract Period	30 Dayss from the date of Issue of Work Order.



c.	Engineer Incharge (EIC)	Shall be notified to successful bidder.
d.	Rate Firmness	The charges/rate quoted by supplier must be firm throughout the Contract period and no escalation of any kind is permissible. The "final contract value" shall be derived on the completion of work at actual.
e.	Defect Liability Period	6 month from the date of completion of work
	Payment, Mode and Retention	<ul style="list-style-type: none">i. 95% Payment shall be made on successful delivery of ordered items and submission of invoice along with supporting document and certified by EIC.ii. Balance 5% shall be hold as retention for a period of 3 months and shall be paid after successful completion of 3 months from the date of supply.iii. Payment shall be made after statutory deduction as applicable.iv. The payment shall be released within 15 working days from the date of certification by EIC.v. The GST/Taxes & duties of Govt. will be reimbursed on actual basis upon the submission of original receipt / documentary evidence. <p>All the payments shall be made through RTGS only.</p>
	Quantity Variations / Revision Rates	NATRAX shall, having regard to the Scope of Works and the approved Contract Price, shall have power to order variations within the Scope of the Works as considers necessary or avoidable during the progress of the Works. Such variations shall form part of the Contract and the Contractor shall carry them out and include them in updated Programmes produced by the Contractor. Oral orders for Variations, unless followed by written confirmation, shall not be taken into account. There will not be any revision in rates for all the items provided in BOQ for any extent of variations, during the entire currency of the contract. New rate or price shall be derived from any relevant rate or price in the contract BOQ. or New Rate or Price for NON BOQ items shall be finalized by the NATRAX representative based latest Applicable DSR or MPSoR.
h.	Liquidated	0.1% of the Contract Price per day to a maximum of 10% of the

	Damages	Contract Price.
i.	Project Facility / Place of Installation/delivery	NATRAX Site NH-52, Old Agra- Mumbai Highway, Near to Pithampur Flyover, Post Khandwa (Near Pithampur), Dhar District, Madhya Pradesh-454774
j.	Performance Security	Not Applicable
k.	Returning of Performance Security (PBG)	Not Applicable
l.	Other Terms and conditions	<p>i. The bidder should submit list of the equipments/machines with them. In case machines/equipments are planned to hire from others the rent agreement for hiring the same should be submitted.</p> <p>ii. No extra charge is payable for to and fro, boarding and lodging for the service personnel coming to NATRAX.</p>
m.	Water supply & Electricity Charges	<p>i. Electricity: the electricity shall be provided by NATRAX from the available source on chargeable basis. Theft of electricity shall be treated as breach of contract and in such case NATRAX reserve the right for penalty or termination of contract.</p> <p>ii. Water supply: the water for weedicide mixing purpose can be use from the available source at site (T-3, WPS & T-5), misuse/wastage apart from the above use, of water shall be treated as breach of contract and in such case NATRAX reserve the right for penalty or termination of contract.</p>
n.	Termination of Contract	<p>If the work/service is found to be not satisfactory or not found as per the specification indicated in this document, the Contract will be terminated with short notice of 14 days in writing.</p> <p>In case of termination the balance work shall be completed by NATRAX through any other party on the risk & cost of contractor.</p>
o.	Integrity pact agreement	The successful bidder needs to execute an integrity pact agreement (as per Appendix-A) and submit the same with the technical bid.

21. The bidder should give the following, duly signed and sealed, failing to which the bids will be summarily rejected:

22. DECLARATION:

(To be executed on Bidder's letter head)

I/We having acquainted with the content & requirement of this Tender No. NATRAX/-----
-----, dated _____ and do hereby accept to furnish the same in compliance
with all terms & conditions. I/we have not tampered/modified the tender in any manner
and breach of any such, will result in rejection of Tender and / or prosecuted.

I / We hereby declare that the firm/company has not been blacklisted or debarred in the
past by any other Government organization from taking part in Government tenders.

In case the above information found false or in case of breach of any of terms and conditions
at any stage of Tender or Contract, I/We are fully aware that the Tender/ Contract will be
rejected / cancelled by NATRAX and Payments (for completed/partially completed),
Retention, Bid Security (EMD), Performance Security, etc., shall be forfeited.

Signature of the Bidder: _____

Name and Designation: _____

Address: _____

Contact details: _____

Place:

Date:

Seal of the Bidder's Firm



23. Check list to be filed by all the bidders:

Sl. No.	Documents to be submitted along with Technical Bid.	Status of Submission (Indicated Yes/No)	Ref. Page No. of Bid
1	Has the Bid Document been issued to you?		
2	Have you downloaded this tender document from NATRAX Website?		
3	Whether the requisite Earnest Money deposit of Rs. ----- is enclosed	Not applicable	
4	Bidder Profile		
4.1	Legally valid entity , documents as per NIQ/Tender have submitted?		
4.2	Copy of GST Registration		
4.3	Copy of MSME Registration		
4.4	Copy of bank account details		
5	Have you read and understand the complete tender documents including attachments.		
6	Have you understand the scope of work, technical specification, requirement of this tender .		
7	The financial bid/quotation is submitted in separate sealed envelope/password protected PDF file.		
8	Whether all the documents submitted for this tender is seal & signed by authorized signatory.		
9	Whether the contact details of the authorized person is submitted		

ANNEXURE - II

TECHNICAL CONDITIONS OF CONTRACT-

AS PER BOQ





Form for the submission of Financial Bid

Financial Proposal Submission Form
(To be Executed on Letterhead of the Bidder)

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
The Head Procurement
NH-52, Old Agra- Mumbai Highway,
Near to Pithampur Flyover,
Post Khandwa (Near Pithampur)
Dhar District, Madhya Pradesh-454774

Dear Sir,

We, the undersigned, offer to provide the equipment & services in accordance with your Tender No. _____, dated _____ and our Technical Bid. Our attached Financial Bid includes the price in the format for financial bid provide as part of tender documents. The total price of our offer is _____ (in figures and words) and includes all the deliverables under this tender as per our Technical Bid.

We hereby declare that all the information and statements made in this Bid is true and complete in all respects and is as per the guidelines and terms & conditions laid down in the tender document. We further understand that any information which is found false or is not as per the guidelines and terms & conditions of the tender document may lead to our disqualification.

Our Financial Bid shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Bid.

We understand NATRAX has right to accept or reject our Bid as per its discretion.

Yours sincerely,

Authorized Signature [In full]: _____

Authorized Signature [In initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

[Note : To be signed in blue ink]





ANNEXURE-III
Bill of Quantities (BOQ)/Financial Bid

BoQ FOR SUPPLY OF HERBICIDE/WEEDICIDE (DHAROZAR), AT NATRAX- PITHAMPUR (M.P.)					
S. No	Description of Item	Unit	Quantity	Rate	Amount
1	Supply of Herbicide/Weedicide at NATRAX (packing of 100 gms.) make & model - Dharozar	Nos	700		
	Total				

Note: the quoted rates should be inclusive of Taxes, duties, Transportation etc all, NATRAX shall not accept any other make of model other than mentioned in BOQ above.

Signature of the bidder

ANNEXURE -IV

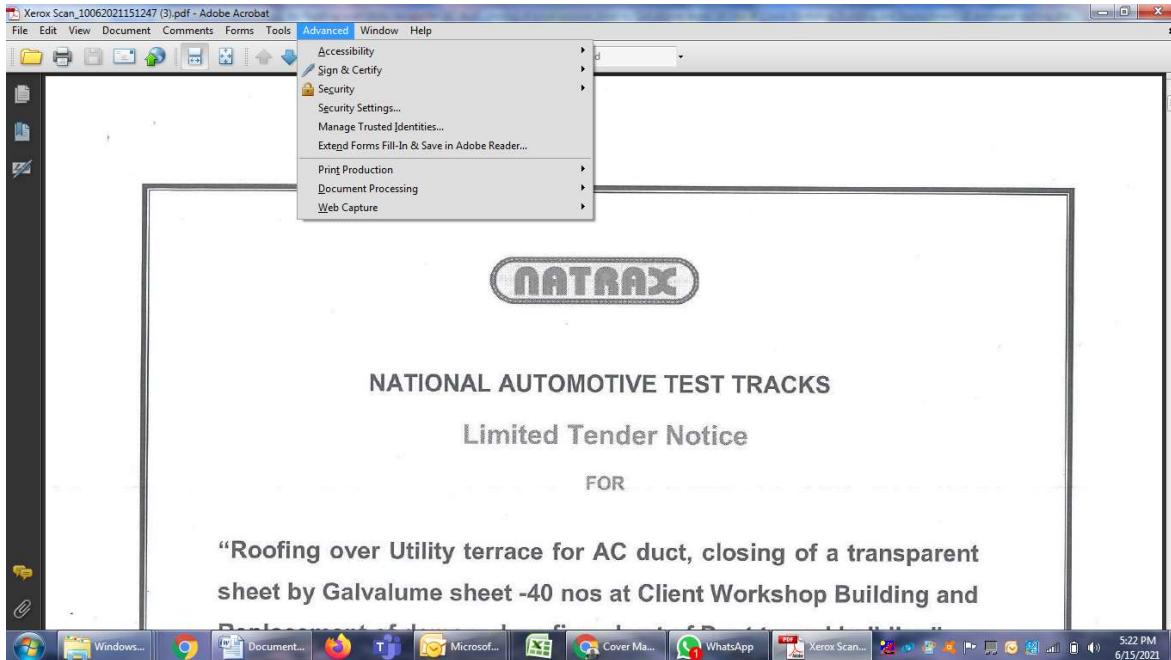
NATRAX Bank details to be used for submission of EMD/Tender Fee (if any) & procedure for passwords protection

The image shows a Bank of Baroda cheque form. The bank's logo and name are at the top left. The address is Pithampur, Dhar - 454775. The account type is CBS (Current Bank Savings) and the account name is सेविंग्स खाता SAVINGS ACCOUNT. The cheque is payable to the bearer. The amount is written in Rupees (₹) and the date is 13/07/2020. The cheque number is 57730100011758. The MICR line at the bottom is ⑈00000⑈ 4520 2026 0 1758 ⑈ 3 ⑈. The signature is written in blue ink and the date is written in black ink.

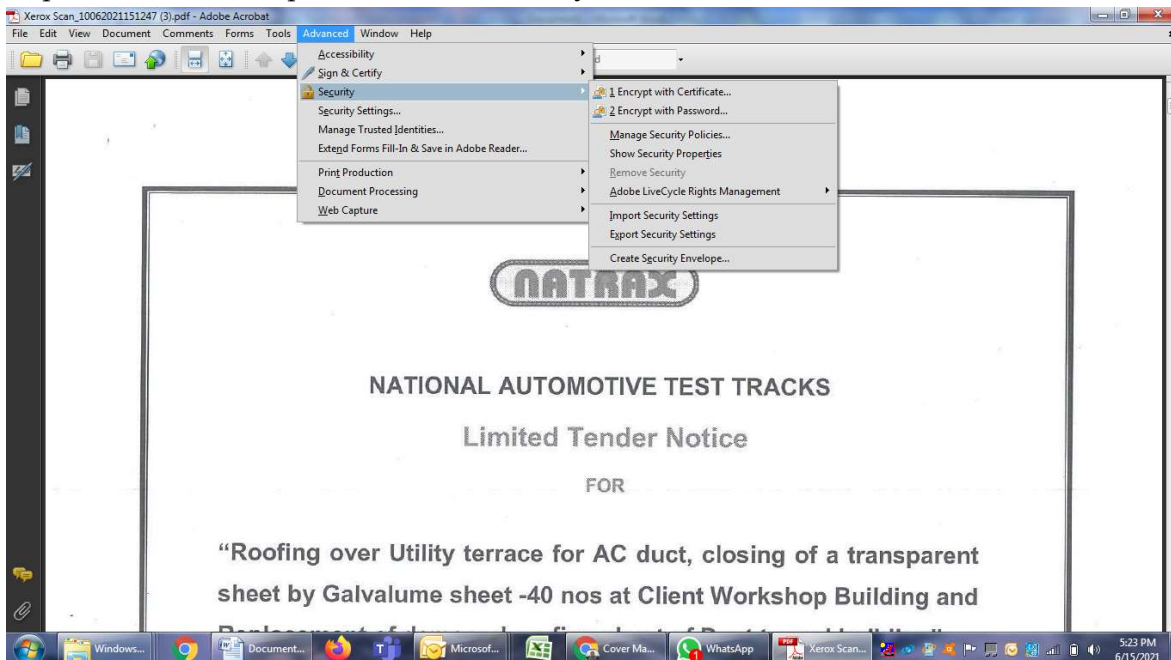
Shruti

Steps for loading passwords in PDF Files-Method I

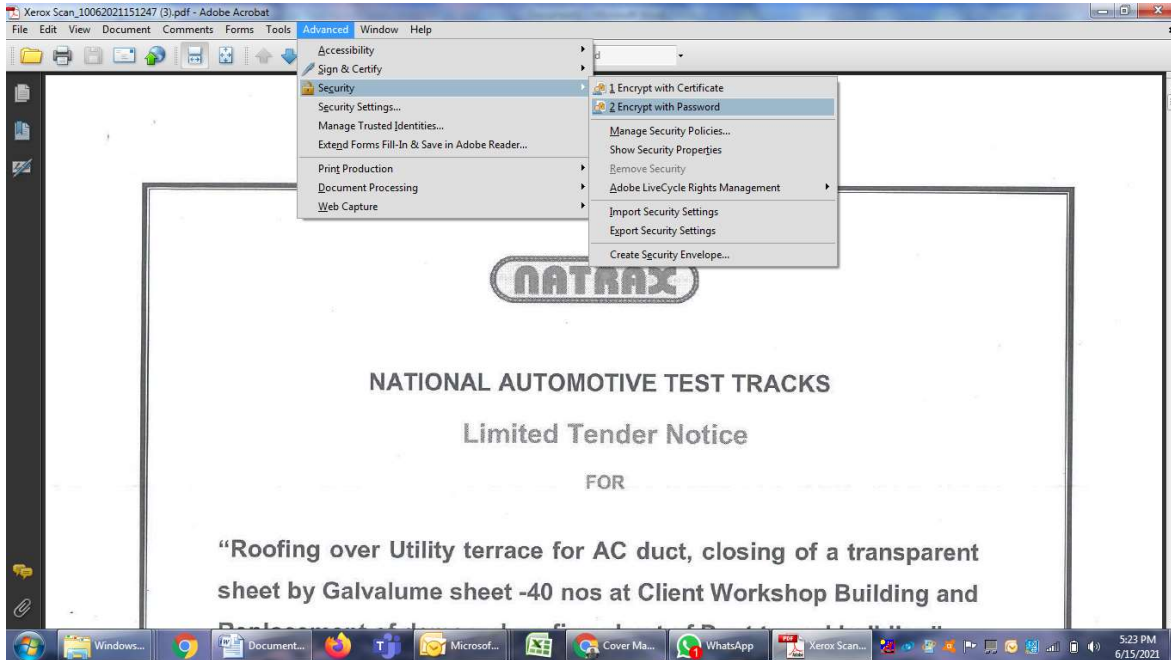
Step 1- please open PDF file and click on "Advance" tab.



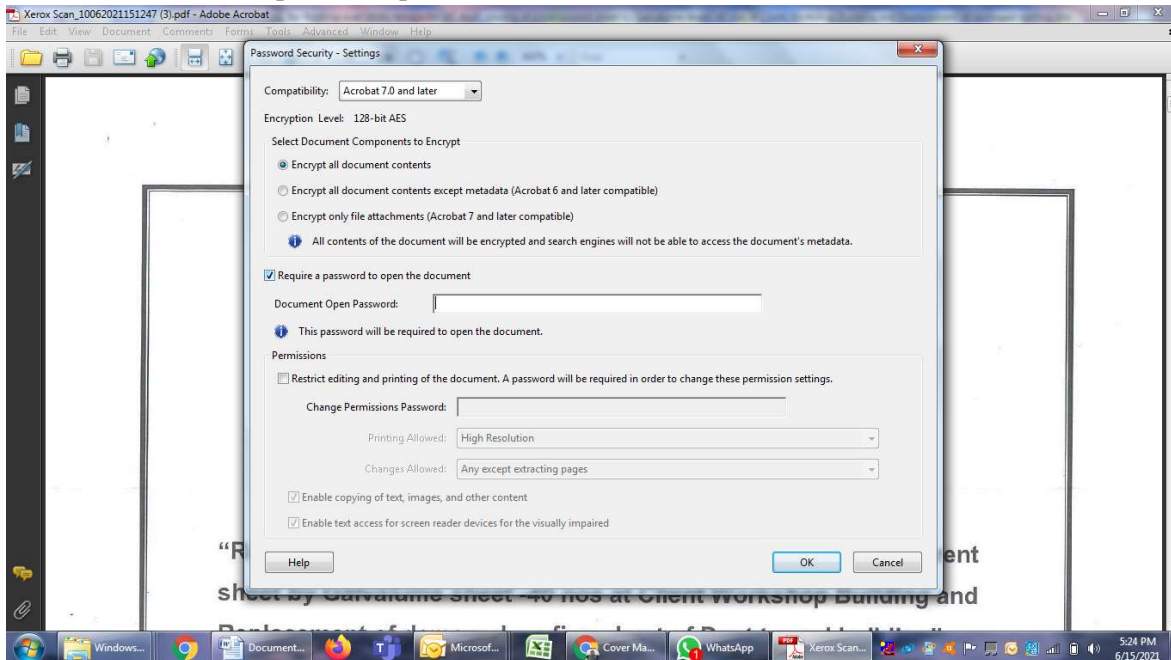
Step 2- in advance tab, please click on "Security" tab.



Step 3- in security tab, please click on "2 Encrypt with Password".



Step 4- after that below window will open, please check in option "Required a password to open the document". Then please fill password and click "ok".



Step 5- after that below window will be open, please fill same password again, and click “ok”.

