

(स्वीट पोस्ट द्वारा)



राष्ट्रीय सहकारी विकास निगम
NATIONAL COOPERATIVE DEVELOPMENT CORPORATION
Ministry of Cooperation, Government of India
General Administration Division

Tel.No. 011-26567956
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4-Siri Institutional Area,
Hauz Khas, New Delhi-110016 India
Website: www.ncdc.in

No. NCDC: 3-2/2024-सा.प्र. /48-62)

Date: 08/08/2024

To,
As per list enclosed

Sub: Tender for supply of 2 (two) nos. of Toyota Innova Hycross Hybrid ZX(O) at NCDC, Head Office-Reg.

Madam/ Sir,

National Cooperative Development Corporation (NCDC) is a statutory body of Ministry of Cooperation, Government of India, set up by an Act of Parliament in 1963. NCDC intends to procure **2 Nos. of Toyota Innova Hycross Hybrid ZX (O) Model in White Colour at NCDC Head Office** as per the detailed terms and conditions notified vide NIT dated 08/08/2024 (Copy Enclosed). Accordingly, sealed tenders / quotations are invited from the original equipment manufacturer and its authorised dealers based in Delhi and NCR region.

2. You are therefore requested to submit the sealed tender at NCDC, 4, Siri Institutional Area, Hauz Khas, New Delhi - 110016 along with **proforma at Annexure-I** of enclosed tender on or before 30/08/2024 up to 03:00 PM as per the terms and conditions of tender no. 3-2/2024-सा.प्र. dated 08/08/2024.

Enclosed: NIT including proforma

(Atar Singh Meena)
Director (Genl. Admin.)

ए. एस. मीणा
निदेशक (सामान्य प्रशासन)
राष्ट्रीय सहकारी विकास निगम
सहकारिता मंत्रालय, भारत सरकार

List of OEM & Delhi/NCR Authorized Dealers

| S. No. | Name (M/s) | Address |
|--------|-------------------------------------|--|
| 1 | Toyota Kirloskar Motor Private Ltd. | NPC, Plot No. 1, Bidadi Industrial Area, Ramnagar Dist. Pin - 562109 |
| 2 | Crystal Wheels Private Limited | PD 24, Pillar 52, Jhilmil Industrial Area, Delhi-110095 |
| 3 | Espirit Toyota | Spirited Auto Cars (I) Ltd., Plot No. F-7, Block B-1, Mohan Cooperative Industrial Estate, Delhi-110044 |
| 4 | Galaxy Toyota | 69/1A, Najafgarh Road, Moti Nagar Crossing, Delhi-110015 |
| 5 | MGF Toyota | Capital Vehicles Sales Ltd, GF 18-20, Plot No 8 Shivaji Place, District Centre Ring Road Raja Garden, Delhi-110027 |
| 6 | Uttam Toyota | No. 95, F I E, Patparganj, Industrial Area, Delhi-110092 |
| 7 | Espirit Toyota | Plot No D -11, Sector 8, Noida-201301 |
| 8 | Uttam Toyota | The Standard Type Foundry Pvt. Ltd., H-3 , Sector - 63, Noida-201301 |
| 9 | Uttam Toyota | A 11, Meerut Road Industrial Area, Ghaziabad-201003 |
| 10 | MGF Toyota | Silverton Tower, 1-03, Ground Floor, Sector-50, Golf Course Extn. Road, Gurgaon-122002 |
| 11 | MGF Toyota | Capital Vehicles Sales Ltd, 22A-22B, Ground Floor, Global Foyer, Sector 43, Golf Course Road, Gurgaon-122002 |
| 12 | MGF Toyota | 36 Ground Floor, MGF Megacity Mall, MG Road, Gurgaon-122002 |
| 13 | IJM Toyota | M/S IJM Motors Pvt. Ltd., Ground Floor Boulevard II, Sector 47, Gurugram Sohna Road, Gurgaon-122018 |
| 14 | Thirty Six Toyota | Thirty Six Automobiles Pvt. Ltd., 14/7 Milestone, Main Mathura Road, Faridabad-121003 |



NCDC

Assisting Cooperatives. Always!

राष्ट्रीय सहकारी विकास निगम

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4-Siri Institutional Area,
Hauz Khas, New Delhi-110016 India
Website: www.ncdc.in

No. NCDC: 3-2/2024-सा.प्र./48-61

Date: 08/08/2024

**NOTICE INVITING TENDER FOR SUPPLY OF 2 (TWO) NOS. OF TOYOTA INNOVA
HYCROSS HYBRID ZX(O) MODEL IN WHITE COLOUR AT NCDC, HEAD OFFICE BY ORIGINAL
EQUIPMENT MANUFACTURER (OEM) AND DELHI/NCR AUTHORIZED DEALERS**

National Cooperative Development Corporation (NCDC) is a statutory body of Ministry of Cooperation, Government of India, set up by an Act of Parliament in 1963. NCDC invites sealed bids from Original Equipment Manufacturer (OEM) – M/s Toyota Kirloskar Motor Private Ltd. and its Delhi/NCR Authorized Dealers for the **supply of 2 (Two) Nos. of Toyota Innova Hycross Hybrid ZX (O) Model in White Colour at NCDC Head Office and the vehicles are to be registered in New Delhi.**

2. The bidder must either be an Original Equipment Manufacturer (OEM) – M/s Toyota Kirloskar Motor Private Ltd. or its Authorized Dealer in Delhi/NCR region. Copy of authorization certificate should be submitted.
3. Prospective Bidders shall submit their offers in the bidding document specified for the purpose at National Cooperative Development Corporation (NCDC), 4th Floor, West Wing, Siri Institutional Area, Hauz Khas, New Delhi-110016 from 10.00 AM to 5.00 P.M on all working days (Monday to Friday). The bid document is also available on NCDC's website www.ncdc.in. Each page of the tender document should be signed and stamped by the bidder before submission.
4. The offer (duly filled in & signed), in single sealed envelope, duly super scribed "Tender for Supply of 2 (Two) Nos. of Toyota Innova Hycross Hybrid ZX (O) Model at NCDC Head Office" must reach the office of Director (Genl. Admin.), NCDC by 3:00 PM on 30/08/2024 which shall be opened at 3:30 PM on 30/08/2024 in the office of Director (GA). Bidders or their Authorized representative may present at the meeting held for opening of bid.
5. The Bid should be accompanied with Bid Security Declaration and Non-Blacklisting Undertaking in the prescribed format (enclosed). Bid received without declaration/undertaking shall be rejected.
6. Production month of the car shall not be earlier than August, 2024.
7. Delivery Time: Within 60 days from date of issue of purchase order.
8. NCDC reserves the right to accept any or reject all the tenders without assigning any reasons thereof.

ए.एस. मीणा

निदेशक (सामान्य प्रशासन)
राष्ट्रीय सहकारी विकास निगम
सहकारी विभाग, भारत सरकार

(Atar Singh Meena)
Director (Genl. Admin.)

Copy To:

1. Chief Director (MIS): With request to upload tender document on NCDC website & CPP Portal of Govt. of India.

TERMS & CONDITIONS

1. Sealed tenders are invited on proforma attached herewith for supply of 2 (two) nos. Toyota Innova High Cross Hybrid ZX(O) model in White Colour from Original Equipment Manufacturer (OEM) – M/s Toyota Kirloskar Motor Private Ltd. and its Delhi/NCR Authorized Dealers for NCDC Head Office and the vehicles are to be registered in New Delhi.
2. Production month of the car shall not be earlier than August, 2024.
3. A single sealed envelope should be used for submitting tender document super scribing on the envelope "Tender for Supply of 2 (Two) Nos. of Toyota Innova Hycross Hybrid ZX (O) Model in White Colour at NCDC Head Office".
4. The tenderer are required to quote their lowest rates excluding insurance and road tax for the above mentioned 2 (Two) Nos. of Toyota Innova Hycross Hybrid ZX (O) Model.
5. Proforma for furnishing rates for supply of 2 (Two) Nos. of Toyota Innova Hycross Hybrid ZX (O) Model is enclosed. In case bidders need any clarification, the office of Director (Genl. Admin.), NCDC as indicated above may be visited on any working day (Monday to Friday) between 11.00 AM to 4.00 PM.
6. The tender maybe sent by post sufficiently early so as to reach the General Administration Division within the stipulated date and time or maybe delivered physically at O/o Director (General Administration), 4, Siri Institutional Area, Hauz Khas, New Delhi - 110016.
7. The tenderer is expected to examine all the instructions, Proforma, terms & conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect shall be at the tenderer's risk and a result in the rejection of the tender.
8. Please note that no escalation on final on road price of car will be applied after opening of the tender on account of any reason whatsoever till delivery of the vehicle.
9. The tenderer shall quote rates both in figures and words with blue and black ball pen in case of any discrepancy the figures mentioned in words will be considered.
10. The tenders should specifically state whether rates are inclusive of GST or Cess (as applicable) and if it is not, it will be deemed that the rates are inclusive of GST or Cess.
11. Final rate should be mentioned in the tender after deducting discount offered by the manufacturer/ dealer including corporate discount and other discounts if any.
12. Payment Terms: The full payment as approved towards supply of said car shall be released within five working days from receipt of confirmation that the said car is allotted in the name of "National Cooperative Development Corporation (NCDC)" and is available for inspection in Delhi. TDS etc., if applicable shall be deducted..
13. NCDC will deal with tenderer directly and no middleman/agents/commission agents should be asked by the tenderer to represent the cause and they will not be entertained by the corporation. The tender form is not transferable and agency shall not be permitted to transfer its rights and obligations to any other person/organisation or otherwise.
14. The Bid should be accompanied with Bid Security Declaration and Non-Blacklisting Undertaking in the prescribed format (enclosed). Bid received without declaration(s)/undertaking(s) shall be rejected.
15. All the pages of quotations including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.

16. NCDC in its discretion reserves the right to make any change at any time in the terms and conditions of these notice inviting tender and accept or reject any or all the tenders who are only or completely without assigning any reason there of at any stage of tendering process.
17. NCDC is not bound to accept the rates submitted by the lowest tenderer or any other tenderer nor does it undertake to assign any reason for it decision in this matter.
18. The supply of 2 (two) nos. Toyota Innova High Cross Hybrid ZX (O) model in White Colour will be inspected by an inspection committee of senior officers of the department and in case the supplies not found in conformity with the approved specifications the entire supply will have to be replaced exactly commensurate with approved specifications at the cost of tenderer. The decision of the committee in this regards shade be final.
19. The Cars must be equipped with all standard accessories provided by the manufacturer.
20. Delivery Time: Within 60 days from date of issue of purchase order.
21. Opened/stapled/improperly sealed/ tenders or received after expiry of last date shall not be entertained. Any bid received by NCDC after the deadline for submission of bids prescribed will be rejected and/or returned unopened to the Bidder. NCDC shall not be responsible for any postal/transit delays.
22. During evaluation of bids, the NCDC may, at its discretion, ask the Bidder for a clarification of its bid. There will be no change in prices or substance of the bid shall be sought, offered or permitted.
23. NCDC reserves the right to select or reject any or all bids without assigning any reasons thereof. Conditional & incomplete bids shall summarily be rejected
24. There should be no overwriting in the bidder's offer. The initials of the bidder's authorized person and the seal of the bidder's company must verify each correction.
25. Bid Validity: The bids shall be valid for a period of 120 days from the date of opening of the tender.
26. ARBITRATION

In the event of any dispute or disagreement over the interpretation of any of the terms herein above contained or claim of liability, the same will be referred to an arbitrator to be appointed by the Managing Director, NCDC, whose decision shall be final and binding upon both the parties. Such reference shall be deemed to be a submission to arbitration under the Arbitrations and Conciliations Act 1996. The venue of arbitration shall be New Delhi. Subject here to the court in New Delhi shall have exclusive jurisdiction to the exclusion of all other courts.

Signature of the Bidder/Company
(Name & Address of the Bidder/Company with seal)

NATIONAL COOPERATIVE DEVELOPMENT CORPORATION
(GENERAL ADMINISTRATION DIVISION)

Last date for Submission of Tender: _____

at O/o Director (Genl. Admin.)

Plot No. - 4, Siri Institutional Area, Hauz Khas, New Delhi – 110016

PROFORMA

**(TO BE FILLED IN THE BY THE TENDERER WITH REFERENCE TO NOTICE INVITING TENDER
DATED _____ FOR SUPPLY OF 2 (TWO) NOS. OF TOYOTA INNOVA HYCROSS HYBRID
ZX(O) IN WHITE COLOUR AT NCDC HEAD OFFICE)**

1. Name of the tenderer with address :
2. Name of the contact person with :
Mobile/Telephone No.(s)
3. Fax No./Email ID :
4. GST No. :
5. Price Schedule as per below table :

| S. No. | Description | Rates for 1 nos. vehicle | Rates for 2 nos. vehicles |
|---------------|---|--|--|
| a | Ex showroom Price (Without GST and insurance) of Toyota Innova Hycross Hybrid ZX(O) Model in White Colour | | |
| | Amount after Discount | | |
| | Ex Showroom Price after discount | | |
| b | Mandatory Charges (GST, CESS, HSRP, TCS, etc., if any) (Excluding road tax, insurance) | Bifurcation of each mandatory charges: | Bifurcation of each mandatory charges: |
| | | (1) | (1) |
| | | (2) | (2) |
| | | (3) | (3) |
| | | (4) | (4) |
| | Total - | Total - | |
| c | Grand Total (net) [a+b] | | |

6. Free additional accessories :
(specify the items along with price)

7. No. of free services :

8. Guarantee/Warranty of Vehicle : In Years _____

In KMS _____

9. Copy of Authorization

Certificate issued by OEM Company attached: Yes/No

Signature with date and rubber stamp of the tenderer

Bid Security Declaration Format

(On letter head of the bidder– duly signed and stamped)

<Date>

To

The Director,
General Administration Division
National Cooperative Development Corporation
4, Siri Institutional Area, Hauz Khas, New Delhi - 110016

Subject: Bid Security Declaration – Reg.

I/We. The undersigned, declare that:

1. I/We understand that bids must be supported by a Bid Securing Declaration.
2. I/We accept that I/We may be disqualified from bidding for any contract with you/ NCDC for a period of two years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We
 - a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity or its extended period, if any; or
 - b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) fail or refuse to execute the contract, if required, or
 - (ii) fail or refuse to furnish the Performance Bank Guarantee/Security Deposit, in accordance with the Instructions to Bidders.
 - c) If the bidder is found indulging in any corrupt, fraudulent or other malpractice in respect of the bid; or
 - d) If there is a discrepancy between words and figures quoted by the bidder and the bidder does not accept that the amount in words prevails over amount in figure.
2. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of
 - (i) the receipt of your notification of the name of the successful Bidder; or
 - (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____(insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a consortium, the Bid Securing Declaration must be in the name of all partners to the consortium that submits the bid)

Non-Blacklisting Undertaking
(On letter head of the bidder– duly signed and stamped)

UNDERTAKING

I/We undertake (name of the Firm/Partners/Director/Proprietor) has not been blacklisted/banned by any Government Department/Public Sector Undertaking/Autonomous Body for the last 05 years.

(Signature of the authorized signatory
of the firm/ company/ organization/
Official Stamp/Seal

Date:

Place: