

**EMBASSY OF INDIA
KATHMANDU**

TENDER NOTICE

The Embassy of India, Kathmandu invites separate sealed tenders for the following work:

Ser. No.	Category of Work	Quantity (Nos)	Earnest Money Deposit	Date and time of Sale of tenders	Last date and time of submission of tenders	Date and time of opening of tender
1	Supply of Midsize SUVs	60	IRs 22,50,000/- or NRs 36,00,000/-	26 Jun - 15 Jul 2023 (between 1000 –1700 hrs)	Jul 16, 2023 upto 1200 hrs	Jul 16, 2023 upto 1500 hrs

Terms and conditions:

1. Tender document can be obtained from Embassy of India, 336 Kapurdhara Marg, P.O. Box No. 292, Kathmandu from **26 Jun 2023 to 15 Jul 2023** during 1000hrs to 1700hrs. The tender document can be downloaded from the website of Embassy of India, Kathmandu at www.Indianembassy.org.np and Central Public Procurement Portal at www.eprocure.gov.in
2. Duly completed tender documents shall be submitted in the Embassy of India, Kathmandu.

**Presiding Officer
Purchasing Committee
Embassy of India, Kathmandu**

**Embassy of India
Kathmandu, Nepal
(Defence Wing)**

TENDER DOCUMENT

FOR

SUPPLY OF 60 UNITS OF MIDSIZE SUVs

TO

EMBASSY OF INDIA, KATHMANDU

FORM OF AGREEMENT

THIS AGREEMENT is made on the day _____ 2023 between Embassy of India, Kathmandu, Nepal (hereinafter referred to as "**the Buyer**") of the one part and hereinafter called "**the Supplier**") of the other part.

WHEREAS the Buyer is desirous of procurement of **60 Units of MIDSIZE SUVs** in accordance with all the requirements as set out in the contract.

AND WHEREAS the Supplier/s has submitted tender and the Buyer has accepted the tender submitted by Supplier/s for:

- (i) Total amount of **INR _____** (Indian Rupees _____ only) towards basic price of **60 Units of Midsize SUVs**.

In respect to Clearing, Forwarding and Transportation charges of the midsize SUVs at Embassy of India, Kathmandu, if any, should be included in the bid itself. No extra amount will be paid for cost of painting, spares, tools or accessories to be supplied along with the SUVs.

The whole supply comprised in this Agreement shall be completed **within 20 days** from placing of order. The maintenance service provided to maintain the midsize SUVs in good order for the specified Warranty period from the date of supply in conformity in all respects with provisions of the agreement.

(i) **Performance Security:** The Supplier shall submit 5% of Tendered Cost before the award of work in the form of a Bank Guarantee from Nationalized / Commercial / Scheduled Bank registered in Nepal valid for a period of sixty days beyond the date of the completion of all the contractual obligations of the Supplier under the contract and shall be discharged after completion of work.

(ii) **Retention money:** 5% of contract amount shall be retained by the buyer (in form of Bank Guarantee to be submitted by the Supplier/s for the contract amount) till the defect liability period is over.

(iii) **Liquidated Damages:** In case of delay in delivery of midsize SUVs, by the stipulated date, the supplier shall be liable to pay delayed charges @ 0.1% of the value of supply order for each day of delay, subject to maximum of 10%.

(iv) **Defect Liability Period:** The Defect Liability Period against all manufacturing defects for the midsize SUVs shall be 1 year from the date of supply or provided by the Original Equipment Manufacturer (OEM) whichever is more. The supplier shall ensure free maintenance on site for 1 year from the date of supply. Preferably the bidder shall have authorised service provider in Nepal.

(v) **Payment Modalities:** The payment will be released after the delivery of the midsize SUVs at the Embassy of India, Kathmandu.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the terms and conditions of agreement hereinafter referred to.
2. The agreement shall consist of this Form of Agreement, and the following documents, all of which by this reference are incorporated herein and shall form part thereof:
 - a. Tender Press Notice.
 - b. Instructions to Bidders.
 - c. Terms and Conditions.
 - d. Form of Tender.
 - e. Acceptance of Tender.
 - f. Earnest Money Deposit.
 - g. Explanatory notes, correspondences and/or minutes of meetings (If any).
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies the terms and conditions of the tender document shall be final.
4. In consideration of the payment to be made by the Buyer to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Buyer to deliver, complete and maintain the midsize SUVs in conformity in all respects with the provisions of the agreement.
5. The Buyer hereby covenants to pay the Supplier in consideration of the supply, delivery and maintenance, the price at the time and in the manner prescribed by the agreement.

IN WITNESS WHEREOF the parties hereto have caused their respective Common Seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day month and year first above written.

Signed, Sealed and Delivered at Kathmandu by the said :

For and on behalf of
Embassy of India

For and on behalf of

**Presiding Officer
Purchasing Committee
Embassy of India, Kathmandu
(Buyer)**

(Supplier)

Witnesses:

- 1.
- 2.

INSTRUCTIONS TO BIDDERS

- (i) **Scope of the bid:** Supply and delivery of Midsize SUVs, manufactured in India to Embassy of India (Defence Wing), Kathmandu.

Delivery period	Units to be supplied
Within 20 days from the date of award of work	60 Midsize SUVs

The supplier must adhere to the above timelines else the penalty of 0.1% of the contract amount per day would be levied in case of delay including annulling of the contract, subject to maximum 10% of tender cost.

- (ii) **Tender Document:** Tender document can be obtained from Embassy of India, 336 Kapurdhara Marg, P.O. Box No. 292, Kathmandu from **26 Jun 2023 to 15 Jul 2023** during 1000hrs to 1700hrs. The tender document can be downloaded from the website of Embassy of India, Kathmandu at www.Indianembassy.org.np and Central Public Procurement Portal at www.eprocure.gov.in
- (iii) **Eligibility Criteria:** Only Original Manufacturers / Authorised dealers of Indian manufactured SUVs with 5 years of manufacturing / dealership and having minimum experience of 3 years for supply of similar vehicles in last immediate 7 years are eligible to participate in the tender process.
- (iv) **Financial Statements:** The average financial turnover should be INR 3,75,00,000/- or NRs 6,00,00,000/-. Must have average annual financial turnover of INR 4.0 Crore during last 03 financial years. Should not have incurred losses in more than two years during the immediate last five financial years and no loss in immediate previous financial year.
- (v) **Solvency:** Must have solvency of INR 3,00,00,000/- or NRs 4,80,00,000/- duly certified by bank. The solvency certificate should not be older than 06 months as on date of application.
- (vi) **Single Stage - Two Bid System:** The bids are called in Single Stage with two Bid system. Tenders will be received in three separate envelopes superscribed with 'EMD', 'Technical Bid' and 'Financial Bid'. Also Technical Bid of only those bidder shall be opened who will submit EMD and financial Bid of only those bidders shall be opened who will qualify technically.
- (vii) **Performance Security :** 5% of the Tendered Cost before the award of work in the form of a Bank Guarantee from Nationalized / Commercial / Scheduled Bank registered in Nepal valid for a period of sixty days beyond the date of the completion of all the contractual obligations of the Supplier under the contract and shall be discharged after completion of work.
- (viii) **Time for completion -** Time for supply of the midsize SUVs is within 20 days from the date of award of work.
- (ix) **Payment Terms:** The payment will be released after the delivery of the midsize SUVs at the Embassy of India, Kathmandu.

- (x) **Defect Liability Period** - The Defect Liability Period against all manufacturing defects for the midsize SUVs should to be for 1 year from the date of supply or provided by the Original Equipment Manufacturer (OEM) whichever is more. The supplier shall ensure free maintenance on site for 1 year from the date of supply. Preferably the bidder shall have authorised service provider in Nepal.
- (xi) **Certificate:** Bid should be accompanied by a duly attested copy of the certificate of dealership from the manufacturer company.
- (xii) **Clarification:** Prospective bidders can obtain further information and any clarification regarding bidding document from Defence Wing, Embassy of India, 336 Kapurdhara Marg, P.O. Box No. 292, Kathmandu (phone# 4413412) from **26 Jun 2023 to 15 Jul 2023** during 1000 hrs to 1700 hrs.
- (xiii) **No. of bids per bidder:** Each bidder shall submit only one bid. A bidder who submits more than one bid shall be disqualified.
- (xiv) **Cost of bidding:** The bidder shall bear all the costs associated with the preparation and submission of bid and this Embassy shall in no case be responsible or liable to these costs.
- (xv) **Amendment of bidding document:** The Embassy may amend the bidding document by issuing Addenda, before the deadline for submission of bids.
- (xvi) **Language:** All documents relating to the bid shall be in English language.
- (xvii) **Earnest Money:** Deposit each bid shall be accompanied by Earnest Money Deposit of INR 22,50,000/- or NRs 36,00,000/- i.e. 3% of tender cost of midsize SUVs in the form of a bank draft in favour of Embassy of India, Kathmandu from a Nationalized / Commercial / Scheduled Bank registered in Nepal.
- (xviii) **Refund of Earnest Money:** Earnest Money Deposit of successful bidder shall be retained till satisfactory completion of supply of the midsize SUVs. Earnest Money Deposit of unsuccessful bidders shall be returned in original after completing the process of evaluation of bids.
- (xix) **Place of Supply:** The Embassy of India, Kathmandu. No Transportation will be payable to the bidder.
- (xx) **Submission of Tender:** Completed tenders in all respects alongwith enclosures shall be submitted in a sealed envelope which shall be superscribed "**TENDER FOR SUPPLY OF 60 UNITS OF MIDSIZE SUVs**". **(One photocopy of the tender document should also be enclosed)**.
- (xxi) **Last date for submission of Tender:** Tenders shall be submitted **upto 1200 hrs of Jul 16, 2023**. Tenders shall be submitted to Embassy of India, 336 Kapurdhara Marg, P.O. Box No. 292, Kathmandu. Bids received after the stipulated time shall not be entertained.

- (xxii) **Contents of bid:** The following documents and addenda, if any, shall form part of the tender for delivery of 60 Units of Midsize SUVs to Embassy of India, Kathmandu.
- a) Tender Notice.
 - b) Instructions to bidders.
 - c) Terms and conditions.
 - d) Form of Bid.
 - e) Earnest Money Deposit.
 - f) Addenda, if any issued by Embassy of India.
- (xxiii) **Opening of bids:** Bids shall be opened in the Embassy of India, Kathmandu at **1500hrs on Jul 16, 2023.**
- (xxiv) The bidder shall sign each page of this document and no page of this document shall be removed by the bidder. Any cutting shall also be attested by the bidder.
- (xxv) The Embassy reserves the right to reject or accept any application without assigning any reason.

TERMS & CONDITIONS

- Price:** The price shall be quoted excluding Indian Excise, Nepalese Customs and other duties. Embassy of India, Kathmandu shall issue necessary letter to the concerned tax authorities of India and Nepal regarding exemption from taxes and duties. Clearing, Forwarding and Transportation charges of the midsize SUVs, if any, should be included in the bid itself. The supplier shall also submit original invoices and chassis number & engine number of all the SUVs well in advance to obtain necessary tax exemption from the relevant authorities of Government of Nepal.
- Currency:** All rates shall be quoted in Indian Rupees (INR 1.00 = NRs.1.60).
- Performance Guarantee:** Successful bidder shall have to deposit Performance Guarantee equal to 5% of the tendered cost of the midsize SUVs from Nationalized / Commercial / Scheduled Bank registered in Nepal at the time of award of work.
- Pre-delivery Inspection:** The successful bidder shall conduct pre-delivery inspection of midsize SUVs and remove all mechanical, electrical, and physical defects, if any, before delivery of the midsize SUVs to the Embassy of India. The bidder shall submit the internal Inspection Report of the company along with the supplies before claiming the payment.
- Inspection by Embassy:** Embassy of India, Kathmandu shall also undertake physical inspection of midsize SUVs through its representatives before taking their delivery. This shall, however, not be treated as discharge of the responsibility of suppliers for pre-delivery inspection of the midsize SUVs.
- Delivery:** Successful bidder shall be required to deliver the Midsize SUVs complete in all respects in ready to use condition within **20 days** from and including the date of the award of work. The supply shall be made in the following manner :-

Delivery period	Units to be supplied
Within 20 days from the date of award of work	60 Midsize SUVs

- Liquidated Damages:** In case of delay in delivery of midsize SUVs by the stipulated date, if any, for reasons attributable to the successful bidder, the supplier shall be liable to pay a penalty of 0.1% of the value of supply order for each day of delay, subject to maximum of 10%.
- Retention money:** 5% of contract amount shall be retained by the buyer (in form of Bank Guarantee to be submitted by the Supplier/s for the contract amount) till the defect liability period is over.
- Payment:** The payment will be released after the delivery of the midsize SUVs at the Embassy of India, Kathmandu.
- Warranty:** The supplier shall provide warranty of midsize SUVs against manufacturing defects and free services for a period of one year or 25,000 km of the vehicles whichever is later or more if provided by the manufacturer.
- Refund of Earnest Money and Performance Guarantee:** Earnest Money and Performance Guarantee deposited by the supplier shall be released after 60 days on receipt of a request from the Supplier after satisfactory delivery of midsize SUVs complete in all respects in ready to use condition. This shall be subject to deduction of liquidated damages (if any) imposed on the bidder as stipulated at serial number 7 of these terms and conditions.

FORM OF TENDER-TECHNICAL BID

(To be submitted in separate sealed cover alongwith enclosures of Tender Document)

Technical Specifications of Midsize SUVs

Sl. No.	Description	Technical Specifications	Specifications of the SUV quoted in the bid
1.	Engine	Minimum 2100 cc, 4 STROKE, 4 CYLINDER, with variable Geometric Turbocharger Intercooler, Common Rail Direct Injection, Diesel Engine	
2.	Gross Power	120 HP @ 4000 RPM	
3.	Torque	280 NM @ 1800-2800 RPM	
4.	Transmission	6 Speed Manual	
5.	Tyres	P 235/65 R17, Radial Tubeless	
6.	Suspension	Hydraulic Double Acting, Telescopic Shock Absorber	
		Front : Double Wish-Bone Type, Independent Front Coil Spring	
		Rear: Multi Link Coil Spring Suspension with Anti-Roll Bar	
7.	Brakes	Front : Disc & Caliper Type Rear : Drum Type	
8.	Drive	Four Wheel Drive (4x4)	
9.	Color	Olive Green	
10.	Seating	7 Seater including Driver	
11.	No of Doors	5 Doors	
12.	Vehicle Dimensions	1820 x 4456 x 1995 mm (w x L x H)	
13.	Wheel Base	2680 mm	
14.	Turning Radius	5.65 M	
15.	Fuel Tank Capacity	Minimum 60 Ltrs	
16.	Other Features	Duel-Air Bags, ABS, FATC, Tilttable Power Steering, Power Windows, FAUX, Leather Seats, Front & Rear Wash & Wiper, Digital Immobiliser, Remote Central Locking, Individual Mobile Charging Point, Electric Adjustable ORVMs, Remote Fuel Lid Opener, 6" Touch Screen Infotainment with Bluetooth/ CD/ DVD/ USB/ AUX, GPS Navigation, Reverse Parking Camera with Dynamic Assist, Flexi Seat Configuration.	

FORM OF TENDER – FINANCIAL BID
(To be submitted in separate sealed cover)

Price for Midsize SUVs

Sl. No	Description of item	Quantity	Rate per unit (In INRs. both in figures and in words)	Total price (In INRs. both in figures and in words)
1.	Midsize SUVs with minimum specifications as given above	60 Units		
2.	Clearing, Forwarding and Transportation Charges, as per actuals			
	Total			

Note: Only basic price (excluding taxes and duties) should be quoted against serial number 1 and clearing, forwarding & Transportation charges mentioned at Sl. No. 2 shall be included in the bid itself.

The manufacturer's warranty should be quoted below: