

Dated: 19<sup>th</sup> January, 2022

**Subject: - Tender Notice for repair/ maintenance of Ambassador Car No. DL-3CBM-8952- reg.**

Sealed quotations are invited from the experienced Workshops for award of Contract for repair and Service of Staff Cars/Vehicles of the NCCF of India Limited. The firms fulfilling the attached terms and conditions as at Annexure-I may send their bids.

2. The bid should be submitted in a sealed cover in two parts as under:-
  - a. **Technical Bid:** The first sealed Envelope should be superscribed "Technical Bid for repair/maintenance of Staff Cars/Vehicles" and it should contain all technical details as per Annexure-I
  - b. **Financial Bid:** The second sealed envelope should be superscribed "**Financial Bid for repair/maintenance of Vehicles**" and it should contain the rates etc. as per Annexure-II. Both of these sealed covers are to be put in a bigger cover, duly super scribed as "**Bid for repair/maintenance of Staff Cars/ Vehicles**".
3. The last date for receipt of tender is 26/ 01/ 2022 **at 03.00 PM**. Financial Bid (s) of only those bidder(s) will be opened whose technical bids are accepted after evaluation by Tender Committee duly of the Ministry. Hypothetical Conditions/Incomplete bids and without supporting valid document shall not be entertained. Bids received after the specified date and time shall not be considered.
4. For any clarifications to the tender documents, AM (P&A) of the NNCF may be contacted on telephone No.09818839741 or in person after prior appointment.
5. The sealed quotations in the prescribed form (technical bid and financial bid) may be addressed to GM (P&A) NCCF of India Limited, New Delhi.
6. The competent authority in the NCCF reserves the right to amend/ withdraw/ relax/modify any of the terms and conditions contained in the Tender Documents or reject any or all applications (offers) without giving any notice or assigning any reason thereof. The decision of Competent Authority will be final and binding.

Yours faithfully,

Annexure-II

Technical Bid

S. No.	Particulars	Info to be filled by the Tenderer
1.	Name of the Agency	
2.	Brief profile of the agency to be enclosed	
3.	Detailed office address of the agency with office Telephone No., e-mail address, Mobile No.	
5.	PAN Number (copy to be enclosed)	
7.	<b>GST No. (copy to be enclosed)</b>	
8.	Length of experience in the field and list of Govt. Ministries/Departments/clients showing experience in the Field (copies of contracts/orders placed on the agency during the last 3 years should be attached).	
9.	No. of qualified engineers/technicians in the workshop as on date.	
12.	Copy of Terms & Conditions at Annexure -I duly signed as a token of acceptance to be attached.	
13.	Whether the firm is blacklisted by any Govt. Department or any criminal case is registered against the firm or its owner/partners anywhere in India? (If no, an undertaking to this effect is to be attached in this regard).	

(Signature of the authorized person)

Name:

Designation:

Seal:

Date:  
Place: