

(On Company's Letter Head)

TENDER DOCUMENT NO: 001/2019-20

To
The Senior Branch Manager
NSIC Ltd
1055/10, Gowtham Centre,
Avinashi Road, Coimbatore- 641018

SCHEDULE-I

Dear Sir,

Sub: **Tender for Repair of Office Vehicle - Due for opening on 06.09.2019 at 5.30 pm**

I/We have read your terms and conditions of the above tender. We are agreeable to the same and give below our rates for the repair of Office vehicle at following rates:

SI No	Description of work	Rate (in Rs) (All Inclusive of GST)
1	Full Body fitting Full Body Denting & Patch Work Full Body Over Coat Painting Front Wind screen Glass change & Beeding Running Board Door Outer Full Plate Form Running Board Corner Pieces All other Minor Works	

EMD in the form of Pay Order /DD no..... dated..... For Rs. 5000/-
(Rupees five thousand only) is enclosed

Yours Faithfully,

THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED

(A Government of India Enterprise)

1055/10, Gowtham Centre, Avinashi Road, Coimbatore-641018

Ph : 0422-2244618,2247757

e-mail : bocomb@nsic.co.in

Fax : 0422-2247764

web : www.nsic.co.in

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Terms and conditions for repair of Office Vehicle

1. Sealed Tenders should be addressed to The Senior Branch Manager, The National Small Industries Corporation Ltd., 1055/10, Gowtham Centre, Avinashi Road, Coimbatore-641018
2. In the event of tender being submitted by a **partnership firm, it should be signed separately by each partner thereof**, in the event of the absence of any partner, it must be signed on his behalf by a person holding the **power of attorney** authorizing him to do so. The signature in the tenders shall be deemed to be of the authorised person(s).
3. All the columns of the tender schedule-I should be duly, properly and correctly filled in. Rates, if any, altered without proper attestation will not be considered. The rate shall be indicated both in figures and words.
4. a) The tenderer as far as possible should be quote for all the items in the tender document and should undertake that rate if any quoted for partial work will not be considered and such tender will be rejected.

b) The rate quoted shall be kept firm and valid for acceptance for period of 30 days from the date of opening of the tender.
5. a) The tender should be submitted in the prescribed schedule attached herewith. Tender should be accompanied by an earnest money deposit of Rs. 5000/-(Rupees five thousand only) by means of Demand Draft of any nationalised /Scheduled bank in favour of "The National Small Industries Corporation Limited" payable at Coimbatore. The earnest money deposit will not bear any interest under any circumstances. In the event of tenderer not accepting whole of the works covered in the annexure, if any awarded, the earnest money deposit will be automatically stands forfeited. **TENDER RECEIVED WITHOUT EARNEST MONEY DEPOSIT IS LIABLE TO BE REJECTED STRAIGHT AWAY.**

b) If the successful tenderer fails to act upon his offer or backs out after his tender is accepted, the earnest money deposit/security deposit paid by him shall automatically stands forfeited.
6. The tenderer should produce evidence for their existence in repair and maintenance of vehicles. A copy of satisfactory letter should be enclosed.

7. The tenderer should have a functioning office at Coimbatore with phone, fax and e-mail facilities. A Copy of proof must be enclosed.
8. The tenderer should have sufficient manpower so work should be done in urgent manner. NSIC shall have a right to inspect them also. The Tenderer should also submit the balance sheet for the year 2018-19 (Audited/Provisional), 2017-18 (Audited) and 2016-17 (Audited)
9. The rates offered under this contract would be firm for the entire period contact ie., from the date of appointment upto work completion and would not undergo any revision.
 - a) The contractor shall abide by all the instruction and directions issued to him by the Senior Branch Manager, NSIC or any other authorised representative of NSIC in respect of execution of the contract.
 - b) The office vehicle shall be considered to be in possession of the contractor in this /their care and custody of at his/their risk and responsibility from the moment these are delivered to the contractor authorised by this corporation, till it is handed over to NSIC, Coimbatore as directed by us.
- 10 a. The rates quoted by the tenderer shall include the charges as mentioned in Schedule A
11. The contractor shall hold himself responsible for any accident caused to the workmen engaged directly or indirectly in the course of the performance of the contract and shall make payments for any medical expenses and for compensations under the workmen's compensation Act arising accidents.
12. The contractor shall be responsible for any act of commission or omission or omission of itself any others engaged in executing the contract.
13. a. In the case of any breach of all or any other conditions herein contained by the contractor or its agent, it shall be lawful for the NSIC to forfeit the security deposit furnished by the contractor without prejudice to and in addition to all and every other remedies open to the NSIC and also to terminate the contract, for any such breach after issuing a notice giving a week's time to show cause against taking such actions.
 - b. The NSIC shall be entitled to make alternate arrangement either by itself or with any other party or others for carrying out the works of the contract. There upon all damages, losses, expenses and differences, in cost incurred by the NSIC shall become payable by the contractor during the period that this agreement would have been in force but for this termination.
14. The tenderer's acceptance of all the above terms and conditions together should be indicated by submission of a copy of the same duly signed along with the tender.
15. The corporation shall be entitled to terminate this contract/agent by giving 5 days notice to contractor in writing without any liability to pay compensation to the contractor.

16. The Zonal General Manager, South III, Chennai of this corporation reserves, the right to reject the lowest or any other tender without assigning any reasons. It is to be understood that this is not a price tender and valuation of the relative suitability of the tenders for the service required by this corporation as approved by the Zonal General Manager, South III, NSIC shall be binding on all the tenderers

17. In all matters of dispute arising out of the tender, the decision of the Zonal General Manager, South III NSIC will be final and binding on all concerned.

18. The tender should reach this office on or before 04.30 pm on 05.09.2019 and the same will be opened at 5.30 pm on the same day.