



**NATIONAL AUTOMOTIVE TEST TRACKS**

**Notice Invitation Quotation (NIQ)**

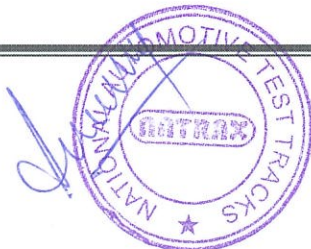
**For**

**Aluminium partition work in buildings  
at**

**NATRAX  
PITHAMPUR, DIST. DHAR (Madhya Pradesh)**

**Tender No. - NATRAX/PROC/C&I/22/15**

**National Automotive Test Tracks (NATRAX)**  
NH-52, Old Agra- Mumbai Highway, Near to Pithampur Flyover,  
Post Khandwa (Near Pithampur)  
Dhar District, Madhya Pradesh-454774  
Phone: +919893892310, Fax - 07292-256101  
Email: [a.prabhakar@natrip.in](mailto:a.prabhakar@natrip.in), [anuj.kumar@natrip.in](mailto:anuj.kumar@natrip.in)



**1. General Instructions:**

**National Automotive Test Tracks (NATRAX)** is an Automotive Testing & Certification Centre under NATRiP Implementation Society (NATIS)/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).

The National Automotive Test Tracks (NATRAX), invites **Password Protected Quotations/Bids** from the qualified and experience Bidder(s) who meets the specified eligibility criteria in this document in the prescribed Proforma for performing, executing and implementing the works on the terms and conditions contained in this Bid document. Brief Description of works and the timelines for NIQ/tender are summarised in the table below:

Description of Work	Period of Contract	EMD	Date of start of floating of tender	Last date for submission of Bid	Date & Time of Bid opening	Estimated Cost
Aluminium partition work in buildings at NATRAX, Pithampur, Dhar (MP)	<b>One month</b> from the date of Issue of Work Order.	Nil	17.03.2022	21.03.2022	21.03.2022 at 15:30 hrs	Rs. 3.0 Lakh

*The Bidder(s) who meet the Minimum Eligibility Criteria (MEC) as mentioned in the Instruction to Bidder (ITB) may be eligible to become successful in the Bidding process. **The bidder(s) in the form of JV/Consortium is not permitted.***

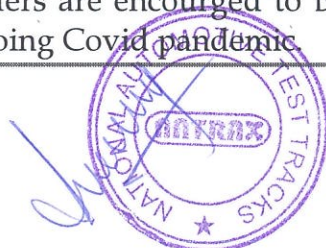
**2. Quotation/Bid Submission details:**

- a. **Password protected Bids/Quotations** are to be submitted by the Bidder(s) at the following email ID's not later than the aforesaid time & date or as next convenient date & time on pre-intimation. (for password protection details please refer Annexure IV of this document).

mail to: [a.prabhakar@natrip.in](mailto:a.prabhakar@natrip.in), [anuj.kumar@natrip.in](mailto:anuj.kumar@natrip.in),

OR

Scaled Bids/quotations may also be submitted in the hard copy in **sealed envelopes 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. 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.
- c. Bids sent telegraphically or through other means of transmission (telefax, etc.) which are not **Password Protected** shall be treated as defective, invalid and shall stands rejected.
- d. 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

**3. Disclaimer:**

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

This tender further contain below Annexures;

- **Annexure-I-Instructions to Bidders(ITB)**
- **Annexure-II- Special conditions of Bid/contract.**
- **Annexure-III- Technical Conditions of Bid/contract.**
- **Annexure-IV (A) - Financial Proposal.**
- **Annexure IV (B) - Financial bid/quote.**
- **Annexure V - Method of submission of EMD**
- **Annexure VI - Method for Online Bid/quotation submission**
- **Annexure VII- Declaration**



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**Annexure I: Instruction to Bidders (ITB)****1. Manner of submission of Bids:**

Bidders are required to submit their Bids in a **Password Protected PDF format**, named as "**Quotation/Bid for Tender No. NATRAX/PROC/C&I/22/15**" on the subject of the email, containing two separate **Password Protected PDF document**, as given below. The **Password Protected 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 sealed envelope at NATRAX office in the aforesaid date and time. However, Bidders are encouraged to Bid/quote through electronic mode considering the ongoing Covid pandemic.

- a) In case of online Bid submission, the password of the documents shall be submitted by the Bidders at the time of the Bid opening.

**2. Bid Opening:**

The Bids are to be opened by the committee in the office of NATRAX. The bidders are advised to be present at the time of bid opening.

**3. Bid Evaluation**

- i. The Bidders should submit an undertaking on their letterhead mentioning that *.....the work as per the details available in this document and its Annexures shall be completed in all manners; contractor should follow all the instructions of NATRAX representative to complete the work with best quality and manner.....*
- ii. The evaluation of the quotations/ bids shall be done by the members of committee, the committee may ask any clarification /documents /justification for more clarity on the submitted details and bidders are expected to submit the same within the given time.
- iii. During the bid evaluation the quoted amount shall be checked arithmetically. In case of any contingency the calculation of committee members will be final and bidders have to accept the corrections.
- iv. After due evaluation process, the **Lowest Bidder (L-1)** will be identified and work shall be awarded to L-1 Bidder only.
- v. 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.**



4. 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.
5. 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.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.

**13. Award of Work:**

- a) Prior to the expiry of the period of Bid validity prescribed, NATIS 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.

**14. Validity of bids:**

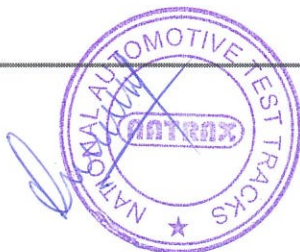
The rate quoted should be valid for a **minimum period of 90 days** from the last date of Submission of Quotation. No claim for escalation of rate will be considered at any point of time.

15. Prospective bidders requiring any clarification of the Tender may write to [a.prabhakar@natrip.in](mailto:a.prabhakar@natrip.in); [anuj.kumar@natrip.in](mailto:anuj.kumar@natrip.in),
16. The Bids / related correspondences shall be made in English language.



**Annexure-II: Special Conditions of Bid/contract:**

i.	Scope of work	Aluminium partition work in Canteen, Head Quarter, General Storage etc., building at NATRAX, Pithampur, Dhar (MP)
ii.	Contract Period	One month from the date of Issue of Work Order.
iii.	Engineer In charge (EIC)	Shall be notified to successful bidder.
iv.	Retention Amount	Ten (10%) of each running bill
v.	Release of Retention	After Completion of Defect Rectification Period
vi.	Defect Rectification Period (DRP)	<b>Six (06) months from</b> the date of issuance of completion certificate by EIC and defect rectification certificate shall not be issued for this work. Defects shall be attended by contractor/agency as notified by EIC, failing which Retention money shall not be released.
vii.	Payment, Mode and Retention	<ul style="list-style-type: none"> <li>• Payment shall be made on submission of running bill to EIC and 10% of payments shall be retained as retention money in each Running bill.</li> <li>• Payment will be made on actual measurement basis</li> <li>• Payment shall be processed only after due certification by EIC.</li> <li>• Payments shall be made within 10 days working days from the submission of invoice to EIC.</li> <li>• <b>The GST/Taxes &amp; duties of Govt. will be reimbursed on actual basis upon the submission of original receipt / documentary evidence.</b></li> <li>• <b>All the payments shall be made through RTGS only.</b></li> </ul>
viii.	Payment against supply of material	70% of Invoice value after receipt of painting material at site and adjusted in Running Bill.
ix.	Liquidated Damages	0.1% of the Contract Price per day to a maximum of 10% of the Contract Price.
x.	Quantity variation	+/- up to 15% of Contract price on same rates.
xi.	Electricity	Electricity shall be provided by NATRAX from available source on chargeable sources. Theft of electricity shall be treated as breach of contract and in





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		such case NATRAX reserves the right to levy penalty or terminate the contract
xii.	Price escalation	Not applicable
xiii.	Insurance	Responsibility of contractor/agency including Labour Insurance
xiv.	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
xv.	Performance Security	Not applicable
xvi.	Termination of Contract	If the work/service is found to be not satisfactory or not found as per the specification indicated in this document, the Service Contract will be terminated with short notice.
xvii.	Safety	Complete safety responsibility shall lie with vendor/contractor/ agency. It the responsibility of contractor to arrangement all safety kits to labourers/supervisors etc., with proper safety belt, helmet, etc.,
xviii.	Tools, Tackles, Scaffolding, painting tools & other arrangements	Arranged by Vendor
xix.	Specification Aluminum partition works	As per MPSOR 2020
		As per Technical specification attached





**Annexure III: Technical conditions of Bid/contract;****Specification for the Works****ALUMINIUM WORKS****Scope of work:**

The scope of work in the tender item includes fabrication supply and installation of powder coated aluminium partition, windows, ventilators, composite units, glazing etc.

**Materials:**

The aluminium alloy used in the manufacture for extruded window section shall correspond to IS 733- 1966 (or any further revision thereof). Extruded sections shall conform to IS designation HE9-WP and Hollow sections shall conform to IS Designation HV9-WP. The frame work, stiles, mullions, beadings, transoms, hinges, pegstays, handles etc. shall be structurally suitable to withstand all the load, the members have to sustain. Contersunk screws, nuts, bolts, washers, rivets and other miscellaneous fastening devices shall be of approved cadmium plated or stainless steel as specified in the approved drawings.

**Fabrication:**

The frames shall be manufactured square and flat. The corners of the frames shall be fabricated to true right angles. All the fixed, sliding, openable frames shall be constructed from sections which have been cut to length, mitred and mechanically jointed or welded at the corners. Where hollow sections are used with welded joints, argon are welding or flash butt welding shall be employed (Gas welding or brazing not to be done). Sub-dividing bars of units shall be tennoned an riveted into the frames. Water bar in aluminium section shall be provided. The dimensions shown in the drawings are overall heights and widths to the outside of frames of aluminium windows. The side hung shutters shall have projected friction type hinges of aluminium alloy. Concealed projected hinges having structural stability and of good quality will also be considered only after the inspection of the sample submitted by the tenderer. The necessary pegstays, handles, windows fasteners etc. shall be of aluminium. The handle shall be mounted on a handle plate riveted to the opening frame. The pegstays shall be 300mm. long or as required complete with peg and locking bracket and shall have holes for keeping the shutters open in three different positions. No field fabrication of frames is permitted. The complete fabricated assembly shall be anodized in approved satin finish with minimum film thickness of 0.015 mm. for the entire surface. A thick layer of clear transparent lacquer based on methacrylate or cellulose butyrate shall be applied on the finished sections for the aluminium windows etc. by the supplier to protect the surface from wet cement, lime, dirt, dust etc. during the installation. This lacquer coating shall be removed after installation is complete, if approved by the Engineer-in charge and all sections of the partitons shall be protected by the Engineer-in-charge and all sections of the partitions shall be protected by P.V.C. film covering.

**Hardware:**

All cut outs, recesses, mortising or milling and operation required for fixing the hardware shall be accurately made reinforced with packing plate as required to ensure adequate strength of the connection. All the hardware, accessories shall be of best approved type and of anodized finish same as for the frame and other sections. All hardware shall be free from defects which may affect the appearance and serviceability. All hardware shall be fixed after obtaining the prior approval of the Engineer-in-charge.

**Fixing :**

The window, doors, partition frames shall be accurately fixed in the brick masonry, floor or R.C.C. work. The fixing of the frame shall be done with cadmium plated brass counter sunk screws driven on the teak wood rough grounds if required or fixed to the walls with holdfasts. All aluminium windows shall be fixed in position as per IS 1081-1960 (or any revision thereof): Code of practice for fixing and glazing of aluminium windows. All joints between metal and masonry / rough ground wooden frame shall be fully caulked and mastic or polysulphide compound in order to ensure water tight joints. Joints shall be neatly painted with matching cement an excess materials shall be removed. Hardware shall be fixed in workman like manner all as directed by the Engineer-in-charge.

**Glazing :**

The glazing shall be of Indian make plain sheet / frosted figured glass of special selected quality and size as mentioned in item description and drawings. The specifications specified herein before shall hold good as far as applicable Glazing will be paid on square metre basis.

**Mode of measurement:**

Payment will be made on the basis of weight of fabricated anodized aluminium frames/ members/fixtures along with all fittings actually installed in position without any extra allowance for wastage.

**Guarantee :**

All materials and workmanship in above work shall be guaranteed for a period of one year (unless otherwise specified) from the date of handing over. Unqualified performance guarantee for smooth operations of the windows, doors, wall spans and precautionary measures against leakages etc. shall be furnished by the contractor on stamped paper. If so specified, in schedule of quantities. Any defect found during the guarantee period shall be replaced / made good to the original conditions/positions entirely at the cost of the contractor.

**Drawing, Design & Photos for reference is enclosed at Appendix-1.**





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Annexure-IV(A)- Financial proposal

**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-IV (B)- Financial bid/quote**

**Bill of Quantities (BOQ)/ Financial Bid**

S. no	Description of Item	Unit	Quantity	Rate	Amount
1	Providing and fixing aluminum work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately)				
	For fixed portion.: Polyester powder coated aluminum (minimum thickness of polyester powder coating 50 micron)	Kg	440		
2	For shutters of doors, windows and ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately).				
	Polyester powder coated aluminum (minimum thickness of polyester powder coating 50 micron)	Kg	60.00		
	Providing and fixing 12mm thick pre-laminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in paneling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer-in-charge.				





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S. no	Description of Item	Unit	Quantity	Rate	Amount
3	Pre-laminated particle board with decorative lamination on both sides.	sq m	64.00		
4	Providing and fixing glazing in aluminum door, window, ventilator shutters and partitions etc. with EPDM rubber/ neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminum snap beading shall be paid in basic item): With float glass panes of 5.0 mm thickness (weight not less than 12.50 kg/s. gm )	sq m	48.00		
	<b>TOTAL AMOUNT Rs.</b>				
	<b>TOTAL AMOUNT IN WORDS</b>				
	<i>Taxes &amp; Duties : The above rates are including of all taxes &amp; duties</i>				

Signature of bidder



**Annexure V; Method of Submission of EMD**

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

Bank of Baroda  
पूँजपुर धार - ४५४७७५  
PITAMPUR, CHART - 454775  
RTGS / NEFT IFSC CODE : BARB0PITHAM

जारी की गई तारीख से तीन माह के लिए वैध / VALID FOR THREE MONTHS FROM THE DATE OF ISSUE

CBS D D M M Y Y Y Y

सेविंग खाता SAVINGS ACCOUNT

Pay \_\_\_\_\_ or Bearer  
Rupees रुपये \_\_\_\_\_ या धारक को

अदा करें ₹ \_\_\_\_\_

च. सं. 57730100011758  
A/c No.

FOR NATIONAL AUTOMOTIVE TEST TRACKS NATRAX DIVISION

SR/2012/UP भारत की सभी शाखाओं पर समुच्च पर देना | PIT  
Payable at par at all branches in India

AUTHORISED SIGNATORY  
Please sign above

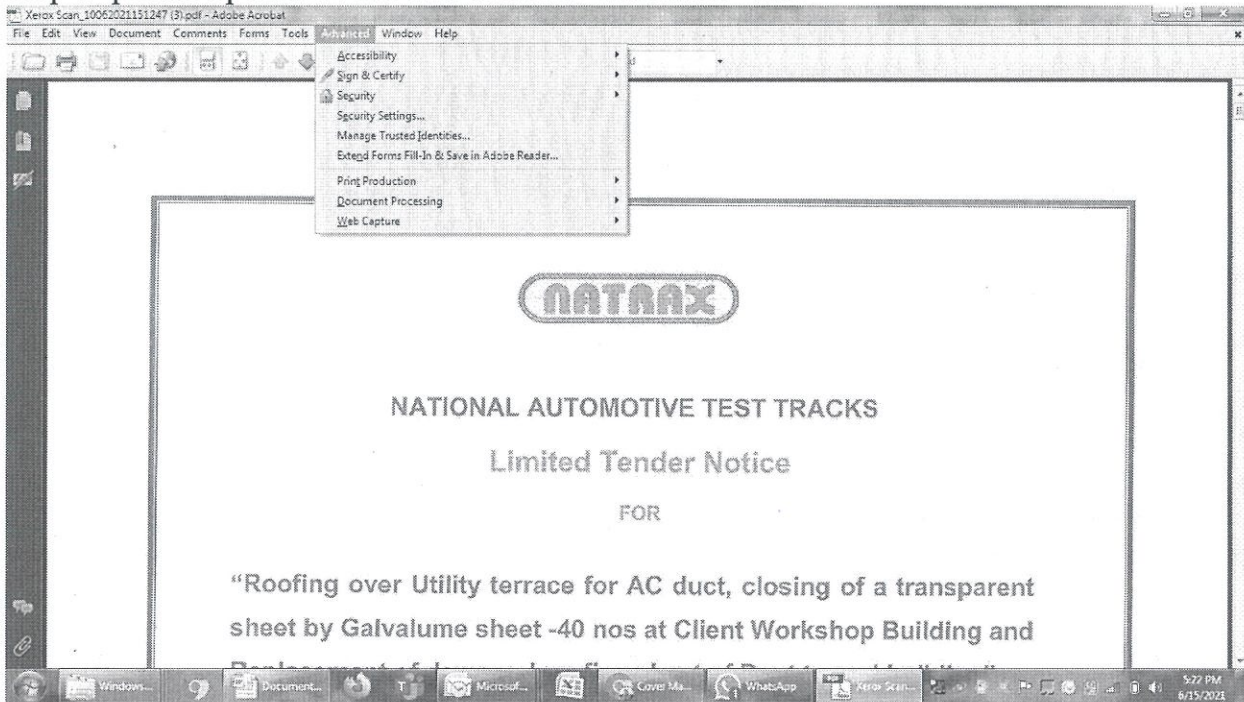
⑈00000⑆ 452012026⑆ 011758⑆ 3⑆



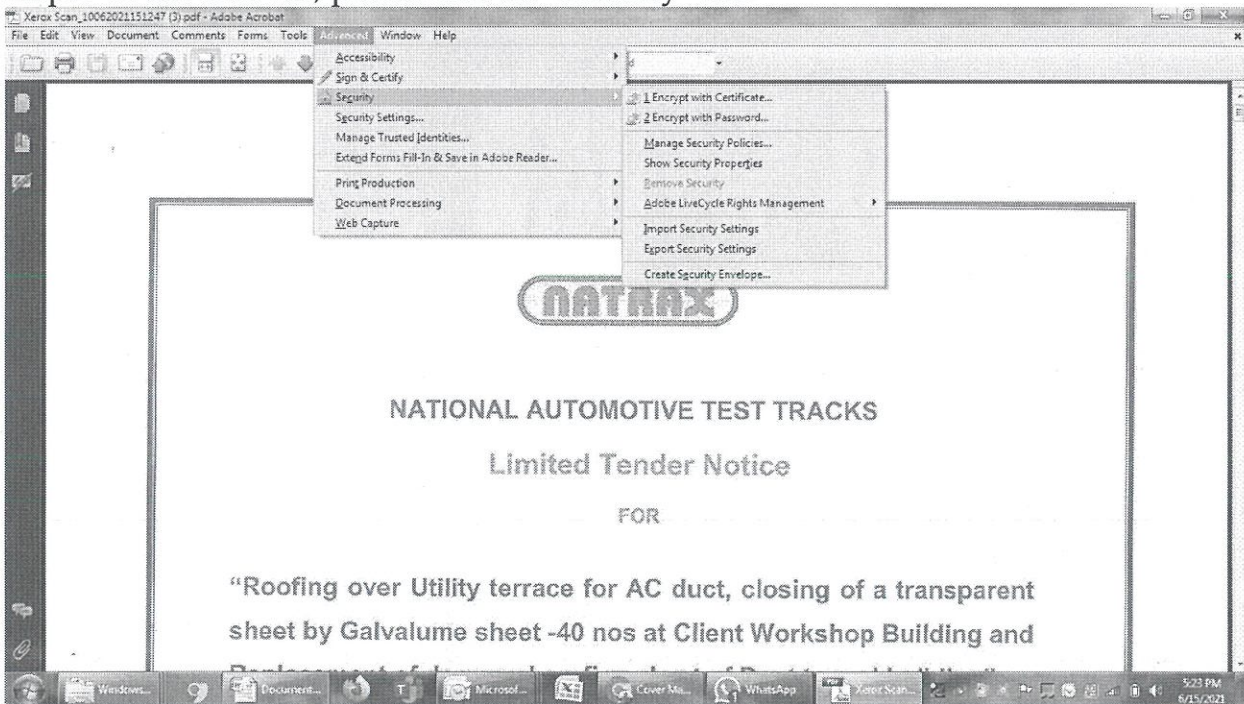
**Annexure -VI : Method for Online bid/quotation submission**

**Steps for loading passwords in PDF Files-Method I`**

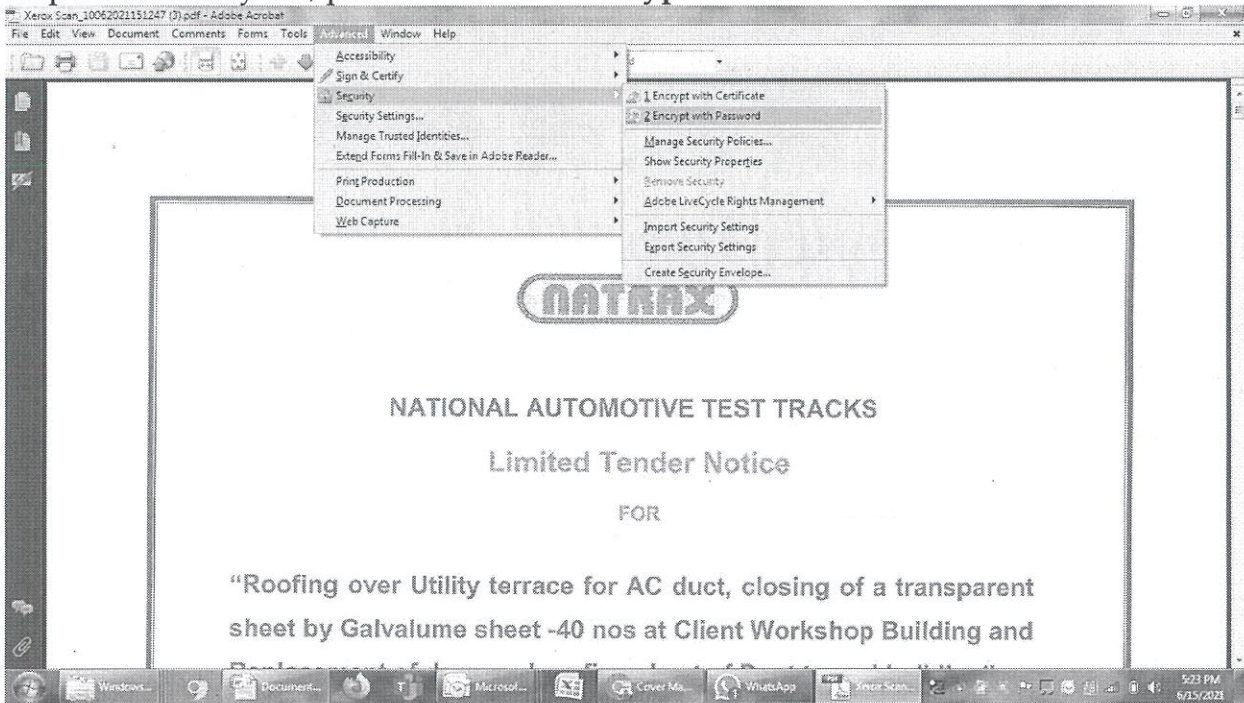
Step 1- please open PDF file and click on "Advance" tab.



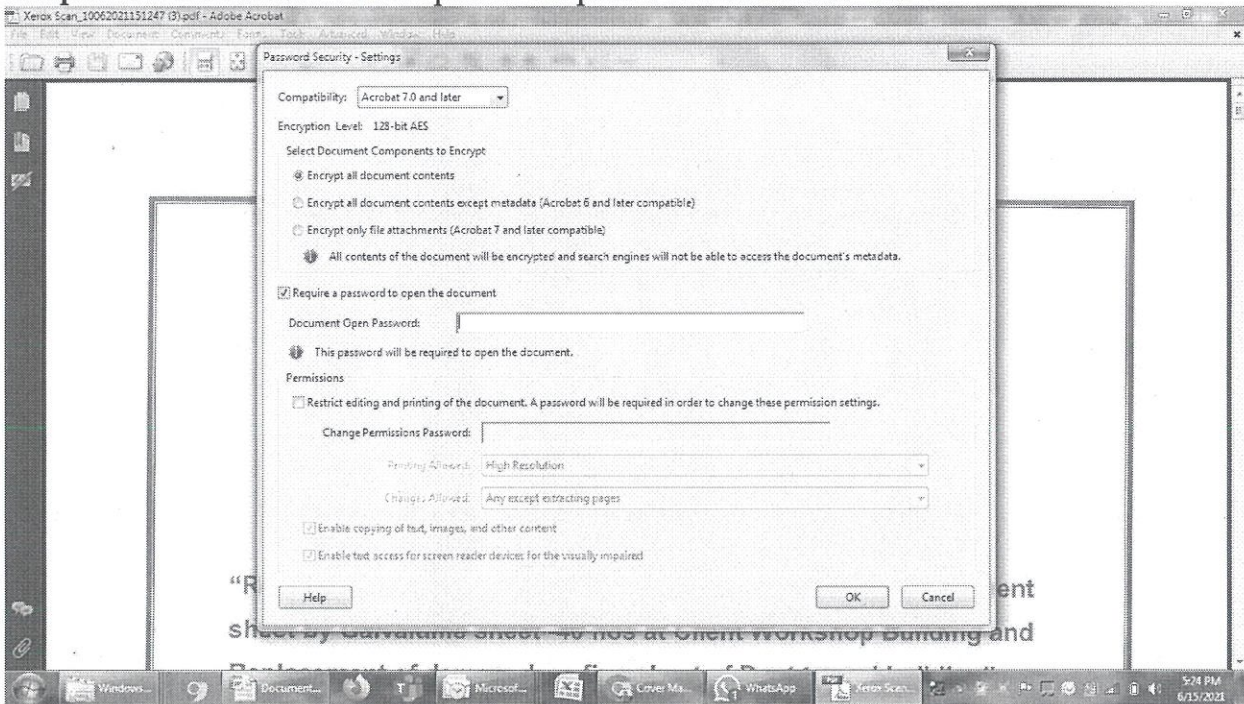
Step 2- in advance tab, please click on "Security" tab.



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

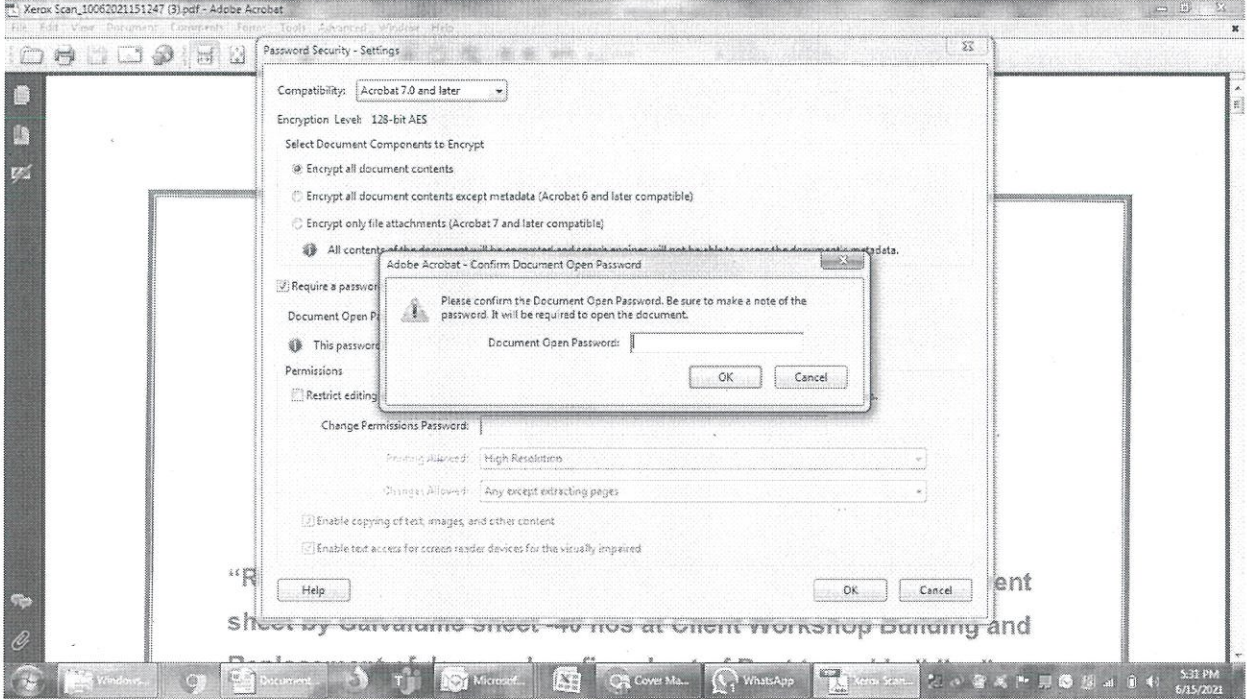


Step 4- after that below window will open, please check in option "Required a password to open the document". Then please fill password and click "ok".





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





**Annexure VII: Declaration**

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

**DECLARATION:**

(To be executed on Bidder's letter head)

I/We have acquainted with the content & requirement of this Tender No. NATRAX/PROC/C&I/22/15, 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

