



NATIONAL AUTOMOTIVE TEST TRACKS

(राष्ट्रीय ऑटोमोटिव परीक्षण ट्रैक)

**Tender Document for
ANNUAL MAINTENANCE CONTRACT (AMC) OF MS ROLLING
SUTTERS**

**(एमएस रोलिंग शटर्स का वार्षिक रखरखाव अनुबंध (एमसी)
के लिए निविदा दस्तावेज़)**

Tender No. (निविदा संख्या) - NATRAX/PROC/C&I/25/104R

National Automotive Test Tracks (NATRAX)/ नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX)
A unit of National Automotive Board (NAB)/ राष्ट्रीय मोटर वाहन बोर्ड (एनएबी) की एक इकाई
NH-52, Old Agra- Mumbai Highway/ NH-52, पुराना आगरा-मुंबई राजमार्ग,
Next to Pithampur Flyover/ पीथमपुर फ्लाईओवर के बगल में,
Post Khandwa (Near Pithampur)/ पोस्ट खंडवा (पीथमपुर के पास)
Dhar District, Madhya Pradesh-454774/ धार जिला, मध्य प्रदेश -454774
Phone: +919893892310, Fax - 07292-256101
Email: a.prabhakar@natrip.in, anuj.kumar@natrip.in

1. General Instructions/ सामान्य निर्देश:

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).

नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX) नेशनल ऑटोमोटिव बोर्ड (NAB) के तहत एक ऑटोमोटिव टेस्टिंग एंड सर्टिफिकेशन सेंटर है, जो भारी उद्योग मंत्रालय, भारत सरकार द्वारा गठित एक स्वायत्त निकाय है। NATRAX को लगभग 3000 एकड़ भूमि पर पीथमपुर, जिला धार, (मध्य प्रदेश, भारत) के पास, सभी प्रकार के ऑटोमोबाइल के व्यापक परीक्षण और मूल्यांकन के लिए स्थापित किया गया है।

The National Automotive Test Tracks (NATRAX), invites **Password Protected Quotation/Bid** from the registered, qualified and experience under Open tender enquiry (OTE) in the prescribed Proforma for performing, executing and implementing the works on the terms and conditions contained in this Bid document.

नेशनल ऑटोमोटिव टेस्ट ट्रैक्स (NATRAX), इन दस्तावेजों में निहित नियमों व शर्तों पर, कार्य करने, निष्पादित करने और कार्य को लागू करने के लिए सीमित निविदा पूछताछ (OTE) के तहत पंजीकृत तथा योग्य व अनुभवी ठेकेदारों से निर्धारित प्रोफार्मा में से पासवर्ड संरक्षित कोटेशन / बोली आमंत्रित करता है।

The brief description of works and the timelines for NIQ are summarised in the table below/ कार्यों का संक्षिप्त विवरण और एनआईक्यू की समय-सीमा नीचे दी गई तालिका में संक्षेप में दी गई है:

Description of Work/ कार्य का विवरण	Period of Contract / अनुबंध की अवधि	Date of start of floating of tender/ निविदा के प्रारंभ होने की तिथि	Last date for submission of Bid/ बोली जमा करने की अंतिम तिथि	Date & Time of Bid opening/ बोली खोलने की तिथि और समय
Annual Maintenance Contract (AMC) of MS Rolling Sutters at NATRAX Pithampur	1 year from the date of Issue of Work Order.	13 th Aug 2025	20 th Aug 2025 by 1500 hrs	20 th Aug 2025 by 1530 hrs

The Bidder(s) who meet the Minimum Eligibility Criteria (MEC) as mentioned in the Instructions to Bidder (ITB) may be eligible to become successfully in the Bidding process.

बोलीदाता जोकि (आईटीबी) के निर्देशों में उल्लिखित न्यूनतम पात्रता मानदंड (एमईसी) को पूरा करते हैं वाले बोलीदाता बोली प्रक्रिया में सफल बनने के पात्र हो सकते हैं।

The bidder(s) in the form of JV/Consortium is not permitted/ जेवी/कंसोर्टियम के रूप में बोली लगाने वालों को अनुमति नहीं है।

2. Quotations/Bid Submission details/ कोटेशन/बोली प्रस्तुत करने का विवरण:

बोलीदाता (आईटीबी) के निर्देशों में उल्लिखित न्यूनतम पात्रता मानदंड (एमईसी) को पूरा करने वाले बोलीदाता बोली प्रक्रिया में सफलतापूर्वक बनने के पात्र हो सकते हैं। जेवी/कंसोर्टियम के रूप में बोली लगाने वालों को अनुमति नहीं है।/ The Bidder(s) who meet the Minimum Eligibility Criteria (MEC) as mentioned in the Instructions to Bidder (ITB) may be eligible to become successfully in the Bidding process. The bidder(s) in the form of JV/Consortium is not permitted.

3. कोटेशन/बोली प्रस्तुत करने का विवरण/ Quotations/Bid Submission details:

बोली का प्रकार- तकनीकी-वाणिज्यिक बोली (तकनीकी एवं वित्तीय बोली एक लिफाफे में)/ Type of bid called- Techno-commercial bid (Technical & Financial Bid in single envelope)

- a. पासवर्ड से सुरक्षित बोली/कोटेशन बोलीदाता द्वारा निम्नलिखित ईमेल आईडी पर उपरोक्त समय और तारीख के बाद या पूर्व सूचना पर अगली सुविधाजनक तारीख और समय के रूप में प्रस्तुत किया जाना है। (पासवर्ड सुरक्षा विवरण के लिए कृपया इस दस्तावेज़ का अनुबंध IV देखें)।/ Password protected Bid/Quotation is to be submitted by the Bidder 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, anuj.kumar@natrip.in,

OR

मोहरबंद बोलियां/कोटेशन भी पूर्वोक्त तिथि और समय पर NATRAX हब कार्यालय में सीलबंद लिफाफों में हार्ड कॉपी में जमा किए जा सकते हैं/ Sealed Bids/quotations may also be submitted in the hard copy in sealed envelopes at NATRAX Hub office in the aforesaid date and time.

- b. उक्त तिथि एवं समय के बाद कोई बोली स्वीकार नहीं की जायेगी। हालाँकि, असाधारण मामलों में, NATRAX के पास बोली खोलने से पहले बोली जमा करने के समय/अंतिम तिथि को अगली सुविधाजनक तिथि/समय तक बढ़ाने का अधिकार सुरक्षित है।/ 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. टेलीग्राफिक रूप से या ट्रांसमिशन के अन्य माध्यमों (टेलीफैक्स, आदि) के माध्यम से भेजी गई बोलियाँ जो पासवर्ड से सुरक्षित नहीं हैं, उन्हें दोषपूर्ण, अमान्य माना जाएगा और खारिज कर दिया जाएगा।/ 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.
4. NATRAX गैर-प्राप्ति/गैर-वितरण/या किसी तकनीकी त्रुटि या गलत प्राप्तकर्ता के कारण किसी भी देरी के लिए जिम्मेदार नहीं होगा। बोलीकर्ता NATRAX से अपनी बोली प्रस्तुत करने की प्राप्ति की पुष्टि कर सकते हैं/ 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.
5. **Disclaimer/ अस्वीकरण:**
- 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.
- NATRAX बिना कोई कारण बताए किसी या सभी प्रस्तावों को स्वीकार/अस्वीकार/संशोधित/विभाजित करने के सभी अधिकार सुरक्षित रखता है। NATRAX के किसी भी निर्णय के लिए बोलीदाताओं के पास कार्रवाई का कोई कारण या दावा नहीं होगा। This tender document/NIQ has been prepared in both the languages (English & Hindi) with due care, however, in case of any discrepancy the English Language will prevails.
- यह निविदा दस्तावेज/एनआईक्यू दोनों भाषाओं (अंग्रेजी और हिंदी) में उचित देखभाल के साथ तैयार किया गया है, हालाँकि, किसी भी विसंगति के मामले में अंग्रेजी भाषा प्रबल होगी।

For NATRAX

Head Procurement & Stores/ हेड प्रोक्योरमेंट एंड स्टोर्स

A. INSTRUCTION TO BIDDERS (ITB)/ बोलीदाताओं के लिए निर्देश (आईटीबी)

1. Bidders are required to submit their Bids in a **Password Protected PDF format**, named as **"Bid for Tender No. NATRAX/PROC/C&I/25/104"** on the subject of the email, containing **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.

बोलीदाताओं को ईमेल के विषय पर **"निविदा संख्या NATRAX/PROC/C&I/25/104 के लिए बोली"** के रूप में नामित एक पासवर्ड संरक्षित पीडीएफ प्रारूप में अपनी बोली प्रस्तुत करने की आवश्यकता है, जिसमें पासवर्ड संरक्षित पीडीएफ दस्तावेज़ शामिल है। पासवर्ड से सुरक्षित बोलियां बोली जमा करने की तिथि/समय के बंद होने से पहले उल्लिखित ईमेल आईडी पर प्रस्तुत की जाएंगी।

OR/ या

Sealed Bid/quotation may also be submitted in the hard copy containing Technical bid and financial bids in single sealed envelope at NATRAX office in the aforesaid date and time. However, Bidders are encouraged to Bid/quote through electronic mode in order to avoid Covid pandemic.

मोहरबंद बोली/कोटेशन हार्ड कॉपी में उपरोक्त तिथि और समय पर NATRAX कार्यालय में एक सीलबंद लिफाफे में भी प्रस्तुत किया जा सकता है। हालांकि, कोविड महामारी से बचने के लिए बोलीदाताओं को इलेक्ट्रॉनिक मोड के माध्यम से बोली/बोली लगाने के लिए प्रोत्साहित किया जाता है।

Incase of online Bid submission, the password of the document shall be submitted by the Bidder at the time of the opening of Bid.

ऑनलाइन बोली प्रस्तुत करने के मामले में, बोली खोलने के समय बोलीदाता द्वारा दस्तावेज़ का पासवर्ड प्रस्तुत किया जाएगा।

2. Bid Opening/ बोली खोलना: on GEM Portal

3. The Contract shall be governed by the terms and conditions specified in this tender document including ammendments, work order etc.

अनुबंध इस निविदा दस्तावेज़ में निर्दिष्ट नियमों और शर्तों द्वारा शासित होगा, जिसमें संशोधन, कार्य आदेश आदि शामिल हैं।

4. All Bidders are hereby explicitly informed that "CONDITIONAL OFFERS" or "OFFERS WITH DEVIATIONS" from the conditions of Contract, the quotation not

meeting the minimum eligibility criteria, technical specifications, or any other requirements as stipulated in the Tender documents are liable to be "REJECTED".

सभी बोलीदाताओं को एतदद्वारा स्पष्ट रूप से सूचित किया जाता है कि अनुबंध की शर्तों से "सशर्त प्रस्ताव" या "विचलन के साथ प्रस्ताव", न्यूनतम योग्यता मानदंड, तकनीकी विशिष्टताओं, या इस दस्तावेज में निर्धारित किसी भी अन्य आवश्यकताओं को पूरा नहीं करने वाले कोटेशन "अस्वीकृत" होने के लिए उत्तरदायी हैं। "

5. Bidder should give details of their technical soundness and provide list of customers/client of previous works of similar nature in Government Departments/ Undertakings/ Public / Private sectors/Autonomous etc.,

बोलीदाता को अपनी तकनीकी सुदृढ़ता का विवरण देना चाहिए और सरकारी विभागों/उपक्रमों/सार्वजनिक/निजी क्षेत्रों/स्वायत्त आदि में उसके द्वारा किये गए समान प्रकृति के पिछले कार्यों के ग्राहकों/ग्राहकों की सूची प्रदान करनी चाहिए।

6. Minimum Eligibility Criteria/ न्यूनतम पात्रता मानदंड:: - The bidder should fulfill either of the following two (A OR B)/ बोली लगाने वाले को निम्नलिखित दो (ए या बी) में से किसी एक को पूरा करना चाहिए:

- A. The bidder should have valid registration with NATRAX under vender registration/ बोलीदाता के पास विक्रेता पंजीकरण के तहत NATRAX के साथ वैध पंजीकरण होना चाहिए.

Or/ या

- B. The bidder should meet the following criteria/ बोली लगाने वाले को निम्नलिखित मानदंडों को पूरा करना चाहिए:

- i. Legal valid entity: - it shall be valid legal entity in form of Proprietor/partnership/LLP/Pvt. Ltd company/Govt. entity/Limited Company/autonomous body etc, and should have valid registration with appropriate governing authority. To supporting this, proof should have to be submitted along with quotation.

कानूनी वैध इकाई: - यह प्रोपराइटर/साझेदारी/एलएलपी/प्राइवेट लिमिटेड कंपनी / सरकारी इकाई/सीमित/ कंपनी/स्वायत्त निकाय आदि, के रूप में वैध कानूनी इकाई होगी और उचित शासकीय प्राधिकरण के साथ वैध पंजीकरण होना चाहिए। इसके समर्थन में कोटेशन के साथ प्रमाण प्रस्तुत करना होगा.

- ii. Experience: it should have minimum 3 years' experience in similar work*/ अनुभव: इसे समान कार्य* में कम से कम 3 वर्ष का अनुभव होना

चाहिए।

Similar works* - successfully completed Works pertaining to Construction/Repairing of civil engineering buildings OR fabrication works OR Repairing/Maintenance/Installation of Rolling shutters in any commercial buildings for any Govt Dept.,/Reputed firm Private Institution/Academic Institutions, copy of valid LOA/Agreement/work order & completion certificate should be submitted with quotation. In case, work order & completion certificate issued by other than Govt. entity, NATRAX reserve the rights to seeking the 26AS or TDS certificate for the relevant period for authenticity of said order & certificates.

समान कार्य*-किसी भी सरकारी विभाग/प्रतिष्ठित निजी फर्म या संस्थान/शैक्षिक संस्थानों के लिए "सिविल इंजीनियरिंग भवन का निर्माण/मरम्मत या निर्माण कार्य या किसी भी व्यावसायिक भवन में रोलिंग शटर की मरम्मत/रखरखाव/स्थापना" से संबंधित सफलतापूर्वक पूर्ण किए गए कार्य, वैध दस्तावेज के रूप में एलओए/अनुबंध/कार्य आदेश और पूर्णता प्रमाण पत्र की प्रति होनी चाहिए। कोटेशन के साथ प्रस्तुत किया गया। कार्य आदेश और पूर्णता प्रमाण पत्र, सरकार के अलावा अन्य संस्था द्वारा जारी किया गया है तो इस मामले में, NATRAX उक्त आदेश और प्रमाणपत्रों की प्रामाणिकता के लिए प्रासंगिक अवधि के लिए 26AS या TDS प्रमाणपत्र प्राप्त करने का अधिकार सुरक्षित रखती है।

Exemption: valid Startups registered firms shall be exempted from above B (ii & iii) subject to submission of valid registration certificate and supporting documents for technical competency.

छूट: वैध स्टार्टअप पंजीकृत फर्मों को ऊपर बी (ii और iii) से छूट दी जाएगी, जो वैध पंजीकरण प्रमाण पत्र और तकनीकी योग्यता के लिए सहायक दस्तावेज जमा करने के अधीन हैं।

7. **Opening & Evaluation of Quotations:** the bids shall be opened by the committee of NATRAX officials, and shall be evaluated in following mannar:

कोटेशन खोलना और मूल्यांकन करना: बोलियां NATRAX अधिकारियों की समिति द्वारा खोली जाएंगी और निम्नलिखित तरीके से उनका मूल्यांकन किया जाएगा:

7.1. If the bidder is registered vender of NATRAX the quotations shall be accepted for comparission of quoted rates. If bidder is not registered vender of NATRAX than the evaluation shall be done as per below:

यदि बोलीदाता NATRAX का पंजीकृत विक्रेता है तो उद्धृत दरों की तुलना के लिए कोटेशन स्वीकार किए जाएंगे। यदि बोलीदाता NATRAX का पंजीकृत विक्रेता नहीं है तो मूल्यांकन नीचे के अनुसार किया जाएगा:

- i. **First-** the quotations shall be evaluated as per the MEC defined as above 6 (B).

प्रथम- कोटेशन का मूल्यांकन उपरोक्त 6 (बी) के रूप में परिभाषित एमईसी के अनुसार किया जाएगा।

8. The Bidders are expected to carefully examine all the contents of the Tender documents including instructions, conditions, terms, specifications, drawings (if any) and may inspect the Site with prior notice to NATRAX and at Bidders own cost, to 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.

बोलीदाताओं से निर्देशों, शर्तों, शर्तों, विनिर्देशों, आरेखण (यदि कोई हो) सहित निविदा दस्तावेजों की सभी सामग्री की सावधानीपूर्वक जांच करने की अपेक्षा की जाती है और NATRAX को पूर्व सूचना देकर और बोली लगाने वालों की अपनी लागत पर, सभी स्थानीय चीजों से खुद को परिचित कराने के लिए साइट का निरीक्षण कर सकते हैं। जैसे शर्तें, कार्य तक पहुंच के साधन, कार्य की प्रकृति और उससे संबंधित सभी मामले और अपना प्रस्ताव प्रस्तुत करने से पहले उन्हें पूरी तरह से ध्यान में रखें। इन दस्तावेजों में वर्णित आवश्यकताओं के अनुपालन में विफलता बोलीदाता के अपने जोखिम पर होगी। निविदा की आवश्यकताओं के प्रति उत्तरदायी नहीं होने वाली बोलियों को अस्वीकार कर दिया जाएगा।

9. 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.

जबकि निविदा दस्तावेजों के प्रारूपण में त्रुटियों से बचने के लिए सभी प्रयास किए गए हैं, बोली लगाने वाले को सलाह दी जाती है कि वे सावधानीपूर्वक इसकी जांच करें। निविदा दस्तावेजों में पाई गई किसी भी त्रुटि के कारण किसी भी दावे पर विचार नहीं किया जाएगा

10. 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 in the design 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.

बोलीदाता विशिष्टता, मानक प्रथाओं और NATRAX या NATRAX के प्रतिनिधि के निर्देशों के अनुसार सभी कार्य करेगा और किसी भी खाते में विचलन की अनुमति नहीं दी जाएगी। यदि NATRAX की राय में, डिजाइन में बदलाव किए जाने हैं और वह बोली लगाने वाले को ऐसा करने की इच्छा रखता है। ऐसे मामलों में NATRAX का निर्णय अंतिम होगा और मध्यस्थता के लिए खुला नहीं होगा।

11. 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 and drawings to achieve end results and deemed to be priced in the other items. No claim on this account shall be entertained.

सफल बोलीदाता कार्य पूरा करने के लिए आवश्यक संबंधित कार्य करने के लिए बाध्य है, भले ही ऐसी वस्तुओं को अंतिम परिणाम प्राप्त करने के लिए मात्राओं और रेखाचित्रों में शामिल नहीं किया गया है और अन्य मदों में मूल्य के रूप में समझा जाता है। इस खाते पर किसी भी दावे पर विचार नहीं किया जाएगा।

12. The successful Bidder should make his own arrangement to obtain all materials required for the work.

सफल बोलीदाता को कार्य के लिए आवश्यक सभी सामग्री की व्यवस्था स्वयं करनी होगी।

13. 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.

निविदा के लिए परिशिष्ट / शुद्धिपत्र (यदि आवश्यक हो) को स्पष्ट करने या किसी भी परिवर्तन / संशोधन आदि को सूचित करने के लिए बोली खोलने की तारीख से पहले जारी किया जा सकता है। ऐसे सभी परिशिष्ट / शुद्धिपत्र को निविदा के अभिन्न अंग के रूप में माना जाएगा।

14. 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.

15. 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.

16. 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.

17. NATRAX reserves the right to accept / reject or modify any bids, and to annul the Tender process and reject all quotations, 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.
18. **Quoted Rates:** The rate should be quoted both in words and figures on NATRAX prescribed format duly signed & stamped by the Bidder, incase any discrepancy, rate quoted in word will be preferred. All statutory deductions shall be applicable while releasing payments. All corrections and overwriting should be initialed by the Bidder.
- a) 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.
- b) The amount stated in the Letter to Bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors and, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount of bid, the bid will be rejected.
19. **Contract negotiations:** If required, NATRAX reserve the right to negotiate with the bidder before the issuance of work order/Letter of Acceptance/ Notification of Award. The negotiation shall conclude with a revised offer letter from the successful bidder, affecting the discounts if any and accepted by NATRAX.
20. **Award of Work:** Prior to the expiry of the period of Bid validity prescribed, NATRAX 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.
21. **Validity of bids:**
The rate quoted should be valid for a minimum period of 120 days from the last date of Submission of Quotation. No claim for escalation of rate will be considered at any point of time.
22. Bidders requiring any clarification of the Tender may write to a.prabhakar@natrip.in; anuj.kumar@natrip.in,
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23. The Bids / related correspondences shall be made in English language.

Special Terms & Conditions:

a.	Scope of work	Repairing & Maintenance of MS Rolling Shutters on Call basis at NATRAX Pithampur.
b.	Contract Period	One Year from the date of Issue of Work Order. And further extended for One year as mutually agreed as per discretion of NATRAX
c.	Engineer In-charge (EIC)	Shall be notified to successful bidder.
d.	Rate Firmness	The charges/rate quoted by supplier must be firm throughout the Contract period and no escalation of any kind is permissible. The "final contract value" shall be derived on the completion of work at actual.
e.	Defect Liability Period	Not applicable
	Payment, Mode and Retention	i. 95% Payment shall be made on the submission of quarterly bill along with supporting document and certified by EIC. ii. Remaining 5% on completion of Contract (i.e. after 12 Months) iii. Payment shall be made after statutory deduction as applicable. iv. Advance payment: maximum 10% of contract value may be paid after receiving request from contractor and submission of bank guarantee of 110% of the requisite amount. An interest 10% per annum shall be charged on the outstanding advance payment. The said advance payment shall be released in minimum two instalments. Contractor has to submit a utilization certificate for the said advance payment. v. The GST/Taxes & duties of Govt. will be reimbursed on actual basis upon the submission of original receipt/ documentary evidence. All the payments shall be made through RTGS only.
	Quantity Variations / Revision of Rates	NATRAX shall, having regard to the Scope of Works and the approved Contract Price, shall have power to order variations within the Scope of the Works as considers necessary or avoidable during the progress of the Works. Such variations shall form part of the Contract and the Contractor shall carry them out and include them in

		updated Programmes produced by the Contractor. Oral orders for Variations, unless followed by written confirmation, shall not be taken into account. There will not be any revision in rates for all the items provided in BOQ for any extent of variations, during the entire currency of the contract. New rate or price shall be derived from market rate. or New rate or price shall be derived from any relevant rate or price in the contract BOQ. or New Rate or Price for NON BOQ items shall be finalized by the NATRAX representative based latest Applicable DSR or MPSoR 2024. During repairing, if anything other than the above is found, its payment will be made at the market rate as per the quantity required.
h.	Liquidated Damages	Not Applicable
i.	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
j.	Performance Security	Not applicable
k.	Returning of Performance Security (PBG)	Not applicable
l.	Returning of Retention Money	Not applicable
m.	Other Terms and conditions	No extra charge is payable for to and fro, boarding and lodging for the service personnel coming to NATRAX.
n.	Water supply & Electricity Charges	Free of Cost
o.	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 Contract will be terminated with short notice of 14 days in writing. In case of termination the balance work shall be completed by NATRAX through any other party on the risk & cost of contractor.

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

25. **DECLARATION:**



Tender No. -NATRAX/PROC/C&I/25/104R

(To be executed on Bidder's letter head)

I/We having acquainted with the content & requirement of this Tender No. **NATRAX/-----**
-----, 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



ANNEXURE – II- Technical Conditions of Contract/technical specifications

DETAILED SCOPE OF WORK	Annual Maintenance Contract (AMC) of workshop equipments & machine and allied arrangement in Client Workshop at NATRAX Pithampur
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This maintenance work will be carried in the internal building, and Servicing (including check and replace spares, cleaning etc), making of Service report, and analysis of route cause for damages), extra spare parts and material will be paid extra on actual basis.

1. WORKMANSHIP

The workmanship shall be best of its kind and shall conform to the specifications, as below or Indian Standard Specifications in every respect or latest trade practices and shall be subject to approval of the NATRAX's Site Representative. All materials and/or Workmanship which in the opinion of the NATRAX's Site Representative is defective or unsuitable shall be removed immediately from the site and shall be substituted with proper materials and/or workmanship forthwith.

2. MATERIALS

All materials shall be best of their kind and shall conform to the latest Indian Standards. All materials shall be of approved quality & rate should not more than Gem's portal/DSR/SOR/OEM, s rate list as per approved by the NATRAX's Site Representative.

3. FINAL REPAIRING AND TESTING

The contractor should repair and rectify the work and get certify from NATRAX and the same will be confirm to the client the contractor should maintain the register for the repairing and rectification work service wise.

4. TOOLS AND TACKELS

All tool and tackles etc required during the maintenance will be arranged by the contractor.

5. DELAY IN ATTAINING/REPAIRING/RECTIFYING THE COMPLAINT

The contractor should attain and repair/rectify the complaint within twenty-four hours from the raising the complaint. The delay in attaining rectifying and repairing will impose penalty to the contractor.

6. DAMAGES DURING MAINTENANCE

The cost of Asset/equipment/spare damaged during maintenance will be the responsibility of contractor and the same will be borne by the contractor.



Tender No. -NATRAX/PROC/C&I/25/104R

Form for the submission of Financial Bid

(To be Executed on Letterhead of the Bidder)

[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]



Bill of Quantities (BOQ)/Financial Bid

BILL OF QUANTITY FOR REPAIRING AND MAINTENANCE OF MS ROLLING SHUTTERS ON CALL BASIS AT NATRAX PITHAMPUR (M.P.)					
S.NO.	ITEM DESCRIPTION	UNIT	QTY	RATES'S (INR)	AMOUNT
1	Supply of Spring as per existing type	Nos	75		
2	Supply of Gear Assembly (bottom and top)	Nos	8		
3	Supplying of MS Shutter pipe 50mm dia heavy of thickness 6 mm.of 4 meter long including necessary holes clips etc	Nos	4		
4	Supply of Rolling shutter ribs as per existing pattern 4 meter long	Nos	50		
5	Servicing - Oil Greasing, Repairing and Alignement of Rolling shutter	Nos	25		
6	Visit Charegess (consisting of 4 skilled person)	per visit	15		
	Total Amount				
	Add GST @18%				
	Total Amount				

Note: The quoted rates should be inclusive of all spares, Works, taxes and duties.

Signature of bidder



Tender No. -NATRAX/PROC/C&I/25/104R

ANNEXURE -IV

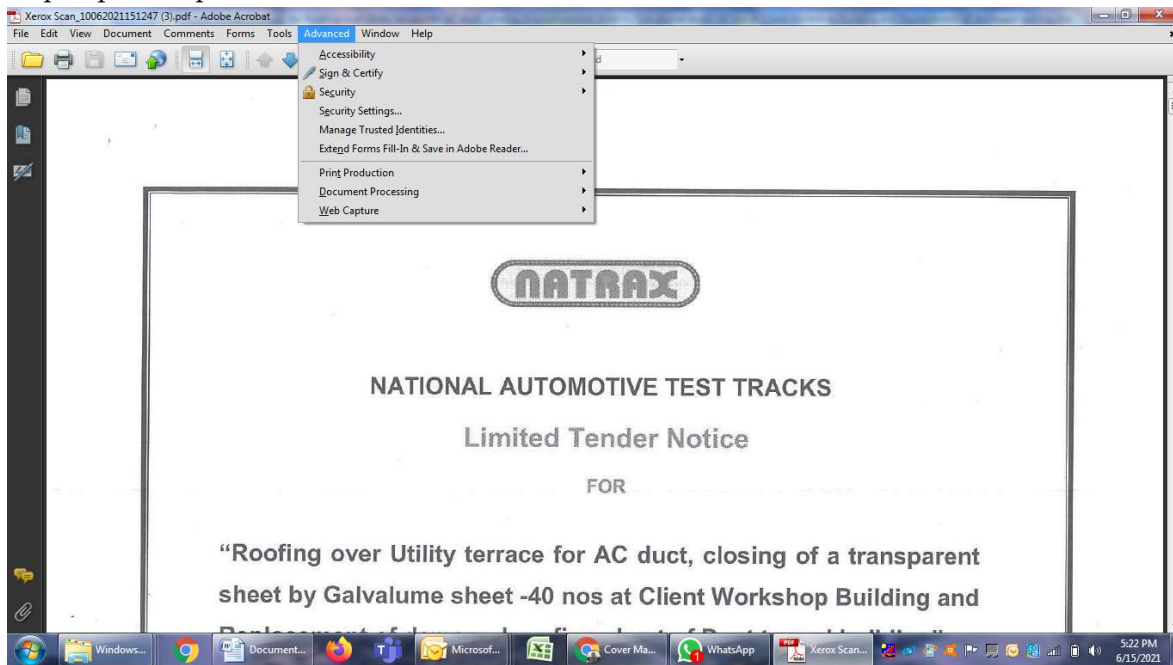
NATRAX Bank details to be used for submission of EMD/Tender Fee (if any) & procedure for password protection

The image shows a Bank of Baroda cheque form. The bank's logo and name are at the top left. The branch details are: पीठपुर धार - ४५४७४५, PITHAMPUR, DHAR - 454775, RTGS / NEFT IFSC CODE : BARB0PITHAM. The account type is CBS सेविंग्स खाता SAVINGS ACCOUNT. The cheque is dated 13/07/2012. The amount is written in words as 'Rupees रुपये' and in figures as '₹'. The cheque number is 57730100011758. The signature is written in the 'AUTHORIZED SIGNATORY' field. The text 'FOR NATIONAL AUTOMOTIVE TEST TRACKS NATRAX DIVISION' is printed at the bottom right. The text 'SB/2012/UF' is printed at the bottom left. The text 'भारत की सभी शाखाओं पर समानुल्य वर देवे' and 'Payable at par at all branches in India' are printed at the bottom center.

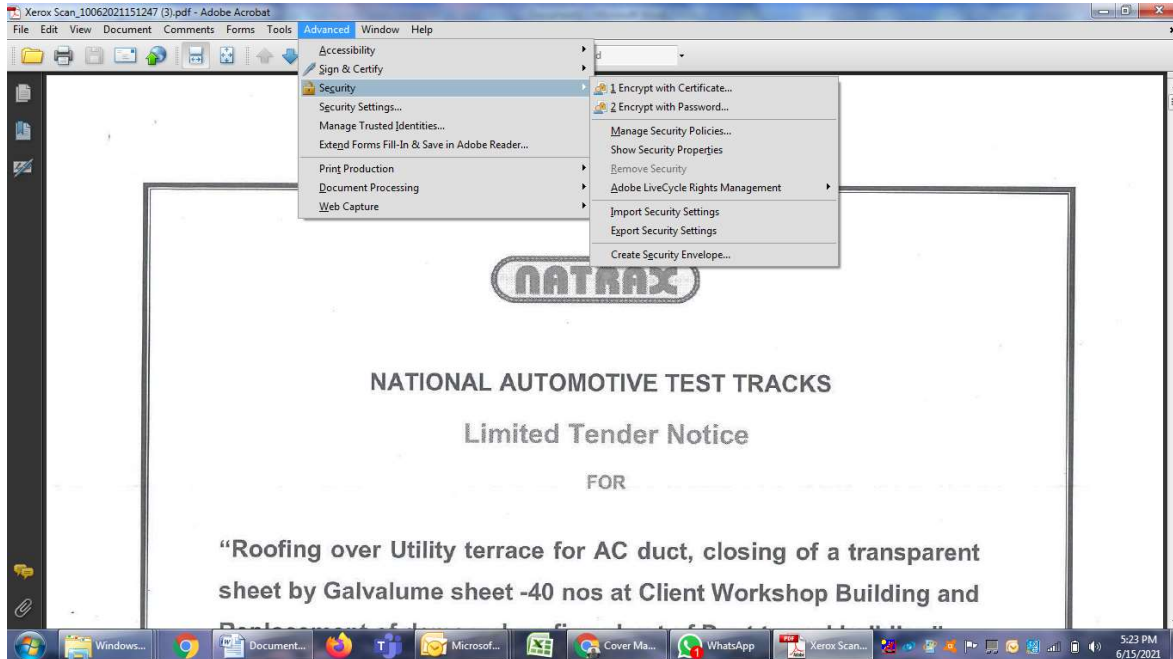
Pay to the order of or Bearer
Rupees रुपये या धारक को
₹ अदा करें
FOR NATIONAL AUTOMOTIVE TEST TRACKS NATRAX DIVISION
AUTHORIZED SIGNATORY
Please sign above
SB/2012/UF
भारत की सभी शाखाओं पर समानुल्य वर देवे
Payable at par at all branches in India
PJT
57730100011758
000000 4520 2026 01 1758 31

Steps for loading passwords in PDF Files-Method I

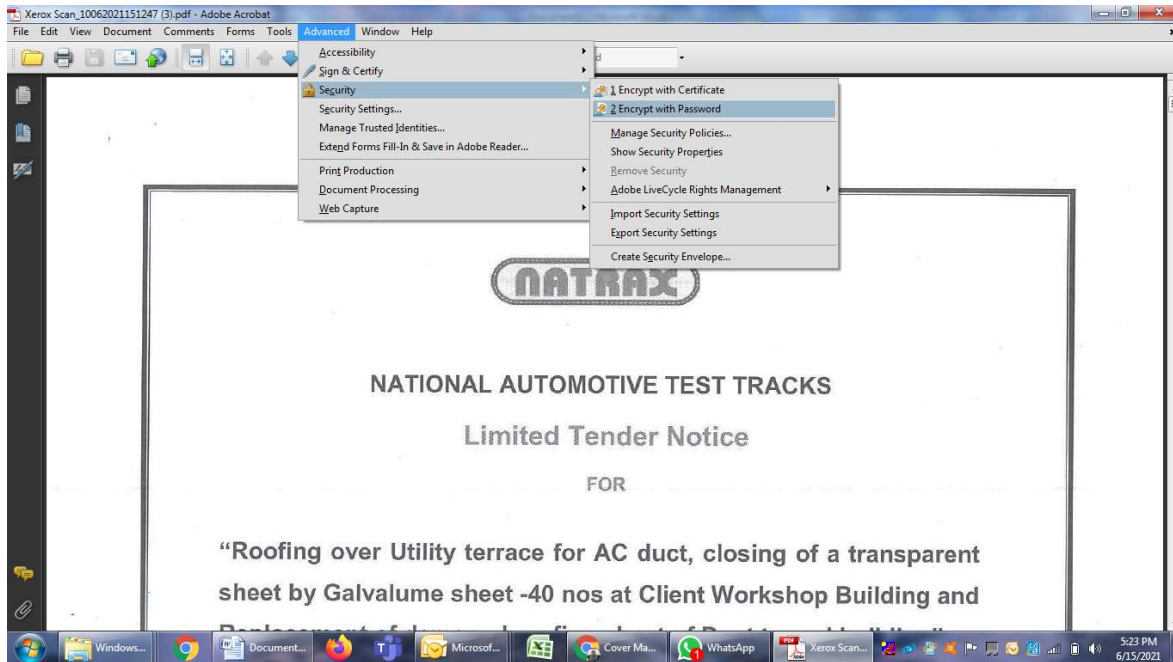
Step 1- please open PDF file and click on “Advance” tab.



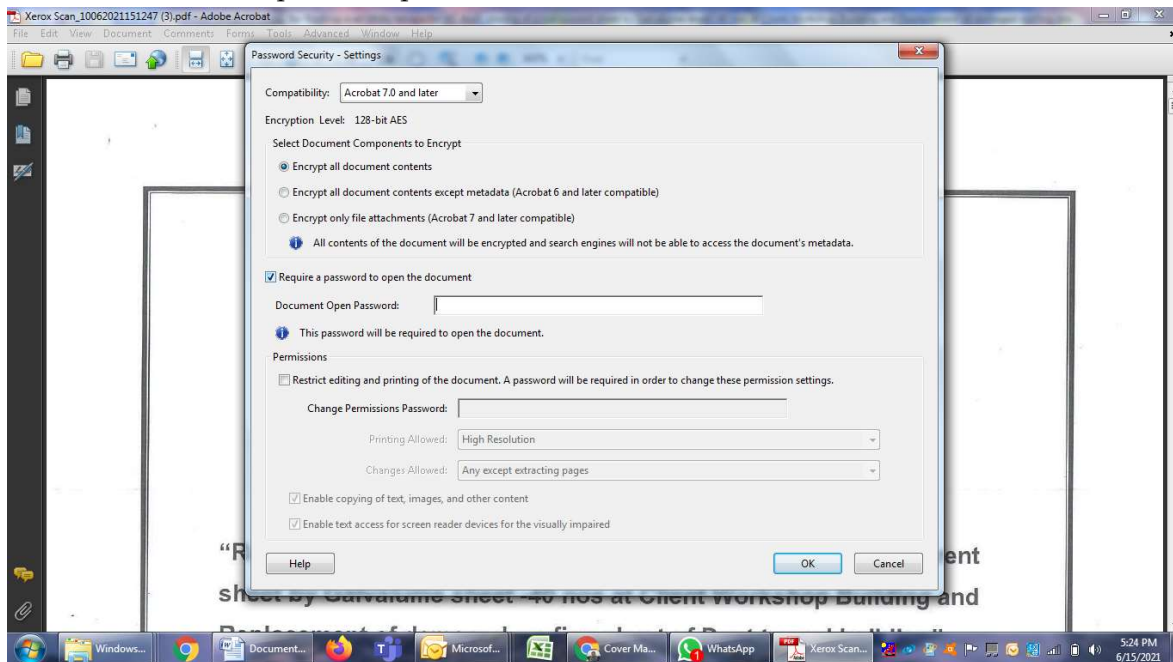
Step 2- in the advance tab, please click on the “Security” tab.



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”. Than please fill password and click “ok”.



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

