

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR NEW DELHI – 110 029
TRANSPORT OFFICE (MAIN GARAGE)**

Ltd. Tender Ref. No. : 01/TPT/Insurance of Vehicles/18-19/St.

Subject. : Limited Tender for Comprehensive Insurance of the Vehicles – 06 Nos. with Zero Dep. Policy including consumables.

Date of Submission : 14.05.2018 up to 04.00 P.M.

Date of Opening : 15.05.2018 up to 04.00 P.M.

1. Tender should be addressed to the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-29 and submitted to the Office of the Stores Officer, Transport Office (Main Garage) under sealed cover failing which the tender shall be rejected. The rates may be quoted on separate sheet (Annexure – I) failing which the tender(s) will be rejected.
2. The quotations should reach this office on or before 14.05.2018 up to 4.00 P.M. duly sealed marked Ltd. Tender No- 01/TPT/Insurance of Vehicles/18-19/St. All quotations should be type written. Quotations written in pencil will not be entertained.
3. The tenders will be opened on 15.05.18 at 4.00 P.M in the office of Store Officer Transport Office (Main Garage), AIIMS, New Delhi-29 in presence of the tenderers, who are present.
4. The detail of vehicles for insurance is as under:

S. No.	Make	Model	RC No.	Fuel	Previous Insurance Status	Previous Policy No.	Date of Expiry of Insurance Policy
01.	Innova	2014	DL 10CG-1173	Diesel	Third Party	355000/31/17/6700000374	30.05.18
02.	Innova	2014	DL 10CG-1174	Diesel	Third Party	355000/31/17/6700000375	30.05.18
03.	Swift Dzire VDI	2014	DL 1CQ-9050	Diesel	Third Party	355000/31/17/6700000371	30.05.18
04.	Swift Dzire VDI	2014	DL 1CQ-9051	Diesel	Third Party	355000/31/17/6700000373	30.05.18
05.	Swift Dzire VDI	2014	DL 1CQ-9052	Diesel	Third Party	355000/31/17/6700000372	30.05.18
06.	Bullet 350	2015	DL 10SD-7305	Petrol	Third Party	355000/31/17/6700000376	30.05.18

- The copies of Registration Certificate of above vehicles are enclosed herewith for your ready reference.
5. RATE QUOTED MUST INCLUDE ALL TYPES OF TAXES AND OTHER POSSIBLE EXPENSES. NO OTHER CHARGES WILL BE CONSIDERED.

6. **The tender rates should be kept open/valid for a period of three months from the date on which tenders are opened.**
7. **In case of default, Institute will have the right to get the vehicles insured from other another party at their own risk.**
8. **Handwritten quotations will not be accepted. In case of any discrepancy in the figures, the rate mentioned in words will only be considered.**
9. **The Director, AIIMS New Delhi shall be the final authority to reject any bid which is not confirming to the specification/requiriement and other terms and conditions.**
10. **There is no CBI/Vigilance case against the firm and the firm never has been blacklisted by any government institution.**
11. **The court of Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other court shall have jurisdiction in the matter.**
12. **Tender by Tele-fax/telegram/fax/e-mail will not be accepted.**
13. **The price charged for the subject services, shall in no even exceed the lowest price at which the tenderer provide the same identical description to any other person /organization/Institution during the period. If at any time, during the said period the firm reduced the said prices of subject services to any other person/organization/Institution at price lower than the chargeable, he shall forthwith notify such reduction to the Director, All India Institute of Medical Sciences and the price payable for the services after the date of coming into force of such reduction shall stand correspondingly reduced.**
14. **The tenderer should have GST Registration Certificate.**
15. **If the tenderer gives a false statement on any of the above information, the firm/supplier will not be considered and their quotation/tender shall be deemed to be rejected.**
16. **Any action on the part of the tenderers to influence anybody in the said Institute will be taken as an offence, he will not be allowed to participate in the tender inquiry and his/her tender will not be opened.**
17. **Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No inquiries verbal or written shall be entertained in respect of Acceptance or rejection of the tender.**
18. **The tenderers will submit the tender document duly signed and sealed.**

19. Scrutiny of Bids: The Bid Document will be scrutinized and will be checked whether all bidders have submitted their bid document duly sealed and signed on each page. Thereafter their quoted prices will be compared to arrive L1 bidder for each vehicle separately. The bids, which are received without signed and sealed, are liable to be treated as non-responsive and will be rejected.

20. IN CASE THE TENDER DOCUMENTS DOWNLOADED FROM THE WEBSITE: -

THE BIDDERS MAY DOWNLOAD THE TENDER DOCUMENTS DIRECTLY FROM THE WEBSITE AVAILABLE AT www.aiims.ac.in, www.aiims.edu, <https://eprocure.gov.in/eprocure/app> or <https://etenders.gov.in/eprocure/app>. THE BIDDERS SHOULD SPECIFICALLY SUPERSCRIBE, **“DOWNLOADED FROM THE AIIMS WEBSITE”** ON THE TOP LEFT CORNER OF THE OUTER ENVELOPE CONTAINING QUOTATION DULY SIGNED AND SEALED. THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE WILL BE SUMMARILY REJECTED.

FOR DIRECTOR

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR NEW DELHI – 110 029
TRANSPORT OFFICE (MAIN GARAGE)**

ANNEXURE – I

Limited Tender No. 01/TPT/Insurance of Vehicles/18-19/St.

**Subject: Limited Tender for Comprehensive Insurance of the Vehicles – 06 Nos. with Zero Dep.
Policy including consumables.**

S. No.	Make	Model	RC No.	Fuel	HSN/ SAC Code	Inspection Charges (in INR)	Insurance charges (in INR)	GST in %age	Total Amount inclusive of GST (in INR)
01.	Innova	2014	DL 10CG-1173	Diesel					
02.	Innova	2014	DL 10CG-1174	Diesel					
03.	Swift Dzire VDI	2014	DL 1CQ-9050	Diesel					
04.	Swift Dzire VDI	2014	DL 1CQ-9051	Diesel					
05.	Swift Dzire VDI	2014	DL 1CQ-9052	Diesel					
06.	Bullet 350	2015	DL 10SD-7305	Petrol					

Signature & seal of the bidder