

**Executive Engineer (Workshop)**  
Municipal Workshop,  
Nr,Bombay Market,  
Umarwada, Surat - 395 010  
GST NO:- 24AAALS0678Q1ZE



**SURAT MUNICIPAL CORPORATION**  
MUGLISARA, SURAT - 395 003

No :-Workshop/Q/Out/22  
Date :- 24 /07/2024.

**QUOTATION INQUIRY**

To,

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Sub :- Service/maintenance work of TATA Nexon EV ZX+ Vehicle's on Contract basis for Surat Municipal Corporation.

Estimated Amount	2,00,000/-
Class of Contractor	Authorized Dealer nearby Surat City Limit.
Required Documents	1- Authorized Dealer Certificate 2- GST Certificate.
Issuing Of Quotation document from Municipal Workshop. OR Downloaded from SMC website.	From 29/07/2024 to 07/08/2024 up to 16.00 hrs.
Submission of documents in hard copy (Original).	Up to 07/08/2024 (16:00 Hrs) To, Surat municipal Workshop,

**Gentleman,**

Surat Municipal Workshop Invite Service/maintenance work of TATA Nexon EV ZX+ Vehicle's on Contract basis for Surat Municipal Corporation. You are requested to offer rate in here mentioned format of this quotation and that sealed quotation must be duly super scribed and returnable on or before **Dt.07/08/2024** to the office of the undersigned at Municipal Workshop.

- Bidder has to supply "TATA" make Genuine Parts/labor/consumables required for Maintenance of vehicle by giving offer in % Below /Equal on related latest pricelist available in market

<b>Description</b>	<b>Percentage Rate</b>
Percentage (1. Enter minus (-) for below rate, 2. Zero (0) for equal rate <b><u>On TATA Motors Limited PARTS PRICE LIST</u></b>	
Percentage (1. Enter minus (-) for below rate, 2. Zero (0) for equal rate <b><u>On TATA Motors Limited LABOUR RECOMMENDED PRICE LIST</u></b>	
Percentage (1. Enter minus (-) for below rate, 2. Zero (0) for equal rate <b><u>On TATA Motors Limited CONSUMEBALES PRICE RATE.</u></b>	

**Terms and Conditions for Quotation**

1	Repair/Delivery period :	30 Days from the date of receipt of the Sub Work order.
2	Validity of quotation :	120 Days
3	Payment condition :	Payment will be made as per Surat Municipal corporation's rule and regulation regarding payment after satisfactory receipt of item at site. No payment shall be made in advance or against delivery of material.
4	Warranty/Guarantee	All major works carried out should be guaranteed for standard life of the respective parts and defects during this period will have to be carried out free of cost.
6	Penalty:	In case the vehicle is not repaired within the time frame mentioned in the sub work order, penalty will be Imposed bill amount of that vehicle @ 0.2% per day and maximum 10% and the same will be recovered from the outstanding payment/performance security of the contractor

7	Security deposit :	<p>Successful Bidder needs to deposit an amount of 5% of order value as security deposit in cash or by D.D./ Pay order of any nationalized bank SURAT branch and in the name of “Municipal Commissioner, Surat Municipal Corporation” only within 15 days of order failing which penalty at a rate of 0.065% of security deposit amount per day of delay shall be charged.</p> <p>No interest shall be paid by the corporation on Security Deposit i.e. performance guarantee</p> <p>The amount of security deposit shall be retained till successful completion of guarantee period.</p>
8	Contract agreement:	<p>The successful bidder also required to submit photographs, addresses and specimen signature (in duplicate) at the time of executing contract agreement along with undertaking on Gujarat Stamp Paper purchased from Surat worth Rs. 600.00 (i.e. Rs. 300.00 + 300.00) for each to be brought by the contractor) on getting the order of Repairing/Serviceing of Above item as per specifications for Surat Municipal Corporation owned vehicle at Surat Municipal workshop, Surat Further, the person who has signed the Quotation shall execute agreement.</p>

- The intending bidder shall be deemed to have visited and familiarized themselves thoroughly with the site conditions / material supply / payment procedure / quotation related any other relevant thing before submitting the offer.

Municipal Workshop,

Surat Municipal Corporation,

Umarawada, Surat

- The Corporation reserves the right to reject the lowest or any other or all the offers or part of it which in the opinion of the Corporation does not appear to be in its best interest, and the bidder shall have no cause of action or claim against the corporation or its officers, employees, successors or assignees for rejection of his Quotation.
- Quotation Documents can be downloaded from Surat municipal corporation web site up to Date mentioned in the this quotation.
- Late Quotations / delayed quotation shall not be considered at all.

- The validity period of submitted offer for this work shall be of one hundred twenty (120) Calendar day from the Last date of receipt of the Quotation in Hard copy and that the bidder shall not be allowed to withdraw or modify the Quotation offer on his own during the validity period.

- Penalty may deduct from the pending bills / security deposits of the contractor.
- NO ADVANCED PAYMENT MADE IN ANY CASE.

Payment shall be made within 30 days against submission of invoice and ***completion of other formalities like initial security submission, entering into Contract agreement and signing of measurement book etc.***

Bidder also need to ensure that GST of supplied material should be paid with same invoice number that submitted to Surat Municipal Corporation and also as early as possible to avoid unnecessary delay in payment with GST. Bidder have to take at most care regarding HSN code and its applicable tax slab for item mentioned in invoices i.e. it must as per prevailing GST terrif .

SMC may ask bidder to verify the same through your Charter Accountant. If any discrepancy found regarding this than payment may get delayed.

Payment duration mentioned here is highly tentative, SMC not bound to carried out payment within duration mentioned here

- 100% of invoice value will be paid However, All The Standard Deduction done as per Prevailing rules and regulation of Surat Municipal Corporation
- Quotation documents are not transferable.
- Surat Municipal Corporation reserves the right to vary to quantities of items or group as may be necessary. Claim what so ever by the contractor on the basis of variation of quantities shall not be entertained.
- All materials /Items, spare parts thereof shall be new and unused and compatible to use in purpose for which its manufactured.
- The option for selection of the Make/product/Brand shall rest with Surat Municipal Corporation
- Bidder has to offer rate in this quotation only. Rate offered at any other Place must not be considered for evaluation.
- IF any penalty remain to recover than SMC will cover it from payment or from SD or any other method and its must not be held objectionable to bidder.
- Any other details if required can be had from the office of the Executive Engineer, Municipal Workshop, Nr. Bombay Market, Umarwada, Surat-395 010 on requests and prior to submitting the Quotation. No dispute at a later date shall be entertained.

## **1. Work to be carried out:-**

- 1.** All repair work should be carried out on the basis of only written orders/authorization letter from this department failing which the bill raised for the work will not be entertained.
- 2.** Spare parts, if any, to be replaced will have to be procured from the OEM/approved dealers and price thereof should not be in excess of the manufacture's price list. A certificate to this effect should be given in each bill that the parts are as per manufacturer's price list, the excess amount will be deducted at our end without intimation to you.
- 3.** All major works carried out should be guaranteed for standard life of the respective parts and defects during this period will have to be carried out free of cost.
- 4.** In case of breakdown of the Vehicle, During Operation, the Contractor is required to provide on the spot facility for its spot repair or towing to the authorized service centre for repair. (towing charges shall be Reimbursed by SMC)
- 5.** The authorized service centre will be required to attend to the defects indicated in the sub work order issued by this municipal workshop on priority basis. If any additional work is required to be carried out in the vehicle, authorized service centre shall intimate/submit the estimate to this municipal workshop before attending to the same.
- 6.** The contract will be effective for a period of 24 months from the date of the main work order issued by municipal workshop.
- 7.** The contractor(s) shall provide as per manufacture standard guideline for routine maintenance services on the vehicles.
- 8.** During repairing work of SMC vehicle any loss, injury or damage resulting from death or personal injury caused by the authorized service centre's negligence, Surat municipal corporation not responsible for loss or any other consequential loss. SMC own Vehicle's becomes a total loss either through failure, damage or theft their contractor should be responsible and punitive action will take against the contractor.
- 9.** Spare parts to be provided should be original and genuine quality and rates should be as per the approved rate list.
- 10.** The contract should be available on telephone for rendering service on all working day as also on holiday.
- 11.** The repair/maintenance work is to be carried out in the service station of the firm, the firm should have infrastructure to undertake servicing, repair, overhauling and all kind of Mechanical/Electrical/Hydraulic works. The service station should also well have equipped to undertake all type of repairing Jobs.

12. The contractor shall have outsourced repairing work of special parts/mechanism of vehicle for their authorized dealer only (i.e. starter/alternator repair etc.)
13. The workshop should have sufficient parking space/work area within their premises without any infringement of public space so that the driver of the vehicle is not booked for unauthorized parking when the vehicle is taken to the authorized service centre for repair etc.
14. Details of trained manpower/automobile engineers/technicians employed by the bidder should accompany the technical bids.
15. Surat Municipal Corporation has the right to terminate or extend the tender/agreement in whole/in part at any time without assigning any reason therefore. Any decision in this regard taken by the competent authority in the Surat Municipal Corporation.
16. The contractor shall follow the all type standard safety practice during execution of work.
17. The contractor should ensure that no idle running is carried out.
18. If, Surat Municipal Corporation Procured new "TATA" Make vehicles, then these vehicles' will be also inclusion in this contractor for repair and routine Service.
19. The contractor shall deploy skilled labour for at municipal workshop, Umarwada for repairing work as per engineer-in charge whenever called for service.
20. The contractor shall provide Body fabrication/Dent/Paint/Glass/lelin work as per manufacturer standard guidelines for Vehicle.
21. Only parts also need to supplied whenever asked by Surat municipal corporation "we carried out repairing work with parts only, No separate parts will be provided" must not be approach of bidder.

The name of work i.e. "**Service/maintenance work of TATA Nexon EV ZX+ Vehicle's on Contract basis for Surat Municipal Corporation** " must be mentioned on the envelope without which quotation is likely to be rejected. Hand delivery also accepted.

Thanking you,

I/C Executive Engineer(Workshop/Mech.)  
Municipal Workshop,  
Surat Municipal Corporation.

\* SIGNATURE & SEAL OF CONTRACTOR \*