

**Executive Engineer (Workshop/Mech**  
Municipal Workshop,  
Nr, Bombay Market,  
Umarwada, Surat - 395 010  
Ph. (0261) 2341113.



**SURAT MUNICIPAL CORPORATION**  
MUGLISARA, SURAT - 395 003  
PHONE: - 2423750-56, 2422285-85  
FAX: - 0261-2422110, 2451935  
GST NO:- 24AAALS0678Q1ZE

No :-Workshop/AS /Q /15  
Date :-18/11/ 2024.

### QUOTATION

To,

Name of Bidder/ Agency  
and  
Address

**Name of Work:** - Supply of Automotive parts for M&M Make Vehicle on Rate Contract Basis at Municipal Workshop, Surat (2nd Attempt).

**Motive & Scope of work:-**

- Surat Municipal Corporation has more than 47 vehicles of M&M make and models.
- During a Repairing and maintenance of these machines various parts required to replace as per timely demand of maintenance.
- Such repairing /maintenance carried as per timely requirement basis hence corporation wants to procure such items on rate contract basis as and when required by accepting offer on pricelist of M&M make Parts.
- Successful bidder has to Supply parts used for used with M&M on rate contract basis at Municipal Workshop of Surat Municipal Corporation.

**Amount and Contract Period:-**

- Overall Amount limit of **Rs.1,00,000/- (Estimated)** & Contract period shall be **12 month** from the date of supply of material

**Details of Work to be carried out & the Items/parts to be supplied & offer Details:-**

- Bidder has to supply automotive parts for M&M by giving offer in % above/ Below / Equal on related latest pricelist available in market

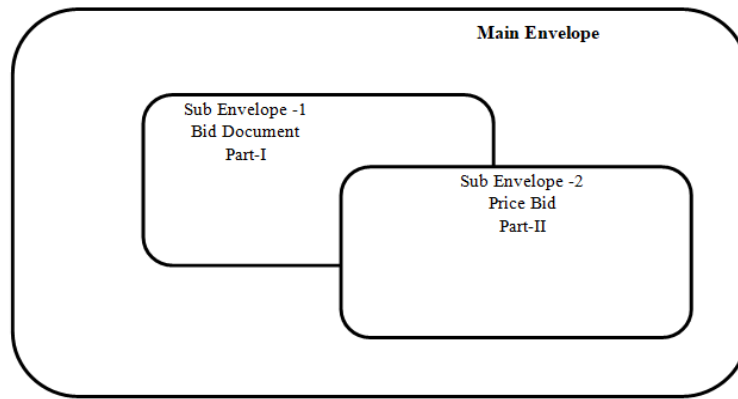
Sr No (1)	Make/ company / brand (2)	Pricelist on which offer need to be given (3)	For major automotive product / parts / spares / items (4)
1	M&M	M&M Price List	All type of parts used with M&M Automobile

**Note:-**

- Pricelist name mention here is tentative and as per best knowledge of here signed office. Name of Pricelist on which bidder needed to offer the rate has to be given by bidder for make mentioned in column No. 2

**Offer Submission:-**

- Bidder has to submit his offer offline.
- Total 3 Envelope /covers required consist of **1 main Envelope: - Contains 2 sub envelopes in it** i.e. Bid Document envelope and Price Bid Envelope. Bid Document Envelope must be superscribed with "**Bid Document**" and Price Bid Envelope must be superscribed with "**Price bid** "
- offer must be submitted in format attached last named as price bid part-2



- Please note that following documents shall be submitted in **Bid Document**

Sr No.	Documents
1	Copy OF PAN
2	Copy OF GST
3	Last 3 Year Turnover Certificate Or ITR
4	Pricelist along with this quotation <b>or</b> by Email on <a href="mailto:exen.workshop@suratmunicipal.org">exen.workshop@suratmunicipal.org</a>
5	Sealed and signed this quotation with required details filled up. <b>(Page-1,2,4,5 Only)</b>

- Please note that following documents shall be submitted in **Price Bid**

Sr No.	Documents
1	Price bid page of this Quotation part-II <b>(Page-3 Only)</b>

- Bidder has to seal the **main envelope** after offering rate and that sealed quotation cover must be duly super scribed with "*Quotation No , Name of work, Last date of submission and Name of bidder Party as sender*" and submit as per below schedule

**Offer Validity:-**

- **120 Days** from the last date submission of this quotation.

## **Price Bid:-**

**Bidder has to put this page separately in cover named as price bid**

- Bidder has to offer rate in % **percentage** as his offer. Offer is % **above/ below /Equal on latest pricelist available** of said items in market.

### **Various Automotive Parts Supply:-**

(A) Sr No.	(B) Make.	(C) Name of Latest Pricelist	(D) Effective date of pricelist	(E) Principal Mfg. detail like Name , Address etc.	(F) Pricelist With GST or Without GST	(G) % Percentage Above /Below /Equal on Pricelist mentioned in Column (C)						
1	M&M	<i>Must Filled by Bidder here</i>			<table border="1"><tr><td>With GST</td><td><input type="checkbox"/></td></tr><tr><td colspan="2" style="text-align: center;">OR</td></tr><tr><td>Without GST</td><td><input type="checkbox"/></td></tr></table> <p style="text-align: center;"><b>Must be Ticked Any One</b></p>	With GST	<input type="checkbox"/>	OR		Without GST	<input type="checkbox"/>	
With GST	<input type="checkbox"/>											
OR												
Without GST	<input type="checkbox"/>											

### **Note:-**

- Bidder has to fill up pricelist name against the brand name in column "C" of above table and also attach pricelist in hard copy or mail it on [exen.workshop@suratmunicipal.org](mailto:exen.workshop@suratmunicipal.org) along with bid.
- Bidder has to mention Effective date of pricelist in column "D" of above table.
- Bidder need to mention Principal Manufacturer detail like Name, Address etc.
- Bidder has to fill up pricelist type by ticking any one of two i.e. whether pricelist is with GST or without GST in column "H" of above table.
- Evaluation of tender will be carried out based on above provided details.

Seal and Signature of Contractor /Bidder

Name of Contact Person and Contact Details

## Schedule:-

Date Of Submission Of Quotation	<b>On or before Date:25/11/2024</b> , up to 17:00 hours To, Office Of Executive Engineer (Workshop /Mech) Municipal Workshop , Umarwada -395010, Surat <i>By</i> RPAD / Speed Post. Hand Delivery also accepted.
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## Evaluations of Offers:-

- S.M.C. will evaluate the tender with quoted rate with considering all tender conditions. **Bid Document-Part-1 will be evaluated first and based on qualification in this stage , second stage i.e. price bid -part-II will be opened.** Only bid with all the aspect which is favorable to Surat Municipal Corporation will be considered.
- Order amount for a L1 offer for a L1 offering bidder will be decided by competent authority of SMC and will remain bound to Bidder. Bidder cannot claim regarding order amount.
- **Order may split to more than one bidder. If it's happen than also all the terms and condition of this quotation including (Contract agreement) will remain applicable to each bidder.**

## Important thing to be considered:-

- Resulting rate after bidder's offer must includes any duties, any levies and an all the costs due to Carting ,transportation, insurance, loading, unloading, etc up to delivery @ Municipal Workshop ,Umarwada @ Surat Municipal Corporation. Considering this matter bidder has to quote the rate.
- **Given offer will be remain firm and fix for a contract period.**
- Bidder has to give a priority to the work assigned by corporation.
- No advance payment shall be made.
- Successful bidder has to include detail as per Surat municipal corporation bill format.pl note GST no of Surat municipal corporation is **24AAALS0678Q1ZE**
- **The bidder can visit the municipal workshop in person to clarify any ambiguities before submitting their offer.**
- 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
- Time Limit for the work completion Shall be maximum of **20 Days** from the date of placing of order

- In case of delay in execution of work the penalty at the rate of **0.2% of unexecuted portion of order per day subject to the maximum of 10% of the order value**, shall be payable by the contractor to the Corporation towards compensation
- 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. however All The Standard Deduction done as per Prevailing rules and regulation of Surat Municipal Corporation. Bidder can get themselves fully informed before giving offer.
- The successful contractor/ supplier shall be required to enter into **contract agreement along with undertaking** on Gujarat Stamp Paper purchased from Surat **worth Rs.300.00 (i.e. Rs. 300.00 + 300.00 for each)** (To be brought by the contractor). However, the stamp duty at prevailing rate shall be applicable if revised by Government.
- Quotation documents are not transferable.
- **Departmental Head will reserves the right to reduce the scope of work and split the tender in two or more parts without assigning any reason even after the award of contract.**
- Any other details if required can be had from the office of the Executive Engineer, Municipal Workshop, Nr. Bombay Market, Umarwada, and Surat-395 010 on requests and prior to submitting the Quotation. No dispute at a later date shall be entertained.

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**Executive Engineer,  
Municipal Workshop,  
Surat Municipal Corporation**

Seal and Signature of Contractor /Bidder

Name of Contact Person and Contact Details