



**SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY**  
**(Government of India: Ministry of Home Affairs)**  
**Hyderabad - 500 052**

**TENDER NO: 18364/AIPEC/2024-2025/PROV-4/RS**

**OPEN TENDER ENQUIRY FOR HIRING OF 02 NOS AIR-CONDITIONED HORSE  
FLOATS AND 02 NOS TRUCK (OPEN TRUCK WITH TOP COVERED) IN  
CONNECTION WITH AIPEC & MPDM-2024-25**

Date of Tender Enquiry : 18 Feb, 2025

Closing date & time of submitting bids: 25 Feb2025 at 1800 hrs

Website: <http://www.eprocure.gov.in>

**SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY**  
**(Government of India: Ministry of Home Affairs)**  
**Hyderabad – 500 052**

No 18364/AIPEC/2024-25/PROV-4/RS

Dated:18 Feb, 2025

**E-OPEN TENDER**

1. **Open e-Tenders** are invited from interested vehicle hiring agencies for hiring of 02 Air-conditioned Horse Floats (one 09 seater & one 06 seater), Two (02) Truck (one 22feet open truck and one 14 feet open truck) by S.V.P. National Police Academy from prospective vendors under a Two-bid system (Technical and Financial Bids) towards for hiring of vehicles in connection with transportation of Horses and Academy staff from SVPNPA, Hyderabad to ITBP, BTC, Bhanu (Haryana) on date 04<sup>th</sup> March 2025 and back on 26<sup>th</sup> March 2025.
2. Salient features of the tender inquiry are as follows: -

|     |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) | Tender No.              | 18364/AIPEC/2024-25/PROV-4/RS Dt -18 Feb, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| (b) | Description of Contract | <p>Hiring of 02 Air-conditioned Horse Floats (one 09 seater &amp; one 06 seater) and Two (02) Truck (one 22feet open truck and one 14 feet open truck with TOP cover for transportation of Horses and Academy staff in following phases :-</p> <p><b>Phase-I</b> :- Transportation of Horses and staff from SVPNPA, Hyderabad to ITBP, BTC, Bhanu (Haryana) on 04<sup>th</sup> March 2025.</p> <p><b>Phase-II</b> :- Transportation of Horses and staff from ITBP, BTC, Bhanu (Haryana) to SVPNPA, Hyderabad on 26<sup>th</sup> March 2025.</p> <p><b>Note :- In between both phases, vehicles are not required to be retained at Competition venue (ITBP, Bhanu).</b></p> |
| (c) | Type of Tender          | Open Tender Enquiry                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| (d) | Bid System              | Two Bid System<br>(Two Cover Technical Bid & Financial Bid)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| (e) | Earnest Money Deposit.  | FDR / Bank Guarantee for <b>Rs 25,000/- (Rupees Twenty five Thousand only)</b> drawn from any Commercial Banks in favor of the 'The Director, S.V.P National Police Academy, Hyderabad valid for a period of <b>60</b> days from the date of opening of tender.                                                                                                                                                                                                                                                                                                                                                                                                            |
| (f) | Payment terms           | Hire charges will be paid after the completion of each phase. Separate bill will be initiated for each phase. No advance payment will be made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

(Contd/....2)

|     |                                                         |                                                                                                                                                                                                              |
|-----|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (g) | Tenure of Contract                                      | <b>04<sup>th</sup> March 2025 to 30<sup>th</sup> March 2025.</b>                                                                                                                                             |
| (h) | Bid validity                                            | The bid should be valid for 180 days from the date of opening of the bid.                                                                                                                                    |
| (i) | Place of submission of EMD & address for correspondence | The Administrative Officer (Admin), S.V.P. National Police Academy, Shivarampally, Hyderabad-500 052. <b>"The Director NPA Administration Account No. 52020141259 SBISHIVRAMPALLY IFSC CODE SBIN0020335"</b> |

3. Important dates related to this tender are furnished below for information: -

| S/No | Particulars                                                  | Date       | Time     |
|------|--------------------------------------------------------------|------------|----------|
| (a)  | Date of online publication of tender                         | 18.02.2025 | 1800 hrs |
| (b)  | Starting date for downloading tender document                | 18.02.2025 | 1810 hrs |
| (c)  | Bid submission starting date                                 | 18.02.2025 | 1815 hrs |
| (d)  | Bid submission closing date                                  | 25.02.2025 | 1800 hrs |
| (e)  | Closing date & time for submission of original copies of EMD | 25.02.2025 | 1800 hrs |
| (f)  | Opening of bid                                               | 26.02.2025 | 1800 hrs |

4. Interested AND EXPERIENCED Vehicle Hires can download the tender document from the Central Public Procurement Portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)) and bids can only be submitted through the same website. Bids submitted other than on the CPP Portal will not be accepted. The Eligible bidders should have the digital signature certificate (DSC) issued from any agency authorized by the controller of certifying authority (CCA), Govt. of India.

5. Bidders can access and download the tender documents from the CPP Portal fill them with all relevant information and submit the completed tender document online on the website: <http://www.eprocure.gov.in>. The downloading of tender documents shall be carried out strictly as provided on the website. No editing, addition, or deletion of matter shall be permitted. If such action is observed at any stage, such tenders are liable for outright rejection.

6. Tender shall be submitted online only at the CPPP website. Bidders are advised to refer to the Bidders manual kit for e-submission of the bids online through the Central Public procurement portal available at the website: <http://www.eprocure.gov.in>. Aspiring Bidders/ Suppliers who have not enrolled/ registered in e-procurement should enroll/register before participating through the website <http://www.eprocure.gov.in>. The portal enrolment is free of cost.

7. The details of the Tender document, EMD should be filled in and uploaded online. Earnest Money Deposit for **Rs 25,000/- (Rupees Twenty five Thousand Only)** drawn should be deposited in the form of FDR / Bank Guarantee Drawn on any nationalized bank in favour of Director, SVP National Police Academy, payable at SBI, Shivarampally, Hyderabad. **Bids without EMD will not be considered.** The Tender Reference Number or details should be mentioned on the backside of the original FDR/Bank Guarantee and the same should be sent to SVP National Policy Academy, Hyderabad before the due date of opening of the tender.

(Contd./3)

8. The TIA (Tender inviting authority) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour. For any queries regarding the e-tendering process, the bidders are requested to contact us over the phone: at 040-24234940 or send a mail over to [cppp-nic@nic.in](mailto:cppp-nic@nic.in).

9. The following scanned documents in PDF / Excel/.rar file format must be enclosed in separate covers duly signed and stamped.

**First cover ( In pdf ):-**

- (a) Signed and stamped NIT documents.
  - (b) Firm Registration Certificate as per the Companies Act of India.
  - (c) Banker details.
  - (d) Pan Card of the Contractor/Firm
  - (e) Previous year IT Return (**Financial Year 2023-24**) and **Annual Report of last three years (2021-22,2022-23& 2023-24,)**.The cumulative financial turnover of the bidding firm during the last three years, ending on 31 March 2024 should be at Rs 22,50,000/- (or equivalent in foreign currency at the exchange rate prevalent on 31 March 2024) as per the annual report (audited balance sheet and profit & loss account) of the relevant period, duly authenticated by a Chartered Accountant/Cost Accountant in India or equivalent in relevant countries.
- Note: The Bidding Firm (manufacturer or principal of authorized representative) should not have suffered any financial loss for more than one year during the last three years, ending on 31 March 2024.**
- (f) Copies of earlier contracts/work orders executed in the past.
  - (g) Scanned copy of EMD for an amount of Rs. 25,000/- in the form of Bank Guarantee/FDR/ Banker's Cheque/Demand Draft drawn in favour of 'The Director, SVP National Police Academy' which should be a valid for Two months from the date of tender. Physical copies should reach this Academy on or before the closing of the bid date. The exemptions applicable as per Govt. orders..
  - (h) List indicating the vehicle details with make, model, type of vehicle, year of manufacture, and registration number of vehicles along with details of insurance carried by them. The vehicles provided should be in good condition and well furnished, preferably of new/latest model.

(Contd/.4)

- **List of Vehicles make and model and Insurance details required as per giver below**

| SI No | Vehicles Number | Vehicles Type | Date Registration | of | Model | Insurance validity |
|-------|-----------------|---------------|-------------------|----|-------|--------------------|
|       |                 |               |                   |    |       |                    |
|       |                 |               |                   |    |       |                    |
|       |                 |               |                   |    |       |                    |
|       |                 |               |                   |    |       |                    |
|       |                 |               |                   |    |       |                    |

- (i) LOB (Letter of Bid) duly signed.
- (j) Commercial Information (In Excel format).
- (k) Type of (horse Float)/truck with make and model.

**Second Cover:-**

- (a) Financial bid (In Excel/PDF file like BoQ):- The rates/ amount of contract inclusive of all taxes. The Price Bid/ BOQ template must not be modified or replaced by the vendor; otherwise, the bid submitted is liable to be rejected for this tender.
- (b) Prices shall be quoted in Indian rupees only.

**Other Terms & Conditions**

10. As such, Parties interested in the proposal, may submit their bids in encrypted format, subject to acceptance of the following terms and conditions:

- (a) The vendor should be a registered and well-established agency with vehicles in perfectly good condition covered under valid third-party insurance.
- (b) Licensed & experienced drivers with clean track records & vehicles with fuel in perfect working condition shall be provided without fail.
- (c) The Travel plan shall be strictly adhered to and modifications if any, will be conveyed by the Nodal Officers, as per the travel plan.
- (d) The rates should be quoted inclusive of all taxes and other levies, if any. The rates once quoted shall **remain valid / fixed** during the period of the contract and no variation on account of escalation of POL charges/cost of spare parts, etc. (or) on account of any unforeseen event, shall be entertained.
- (e) The Horse floats should have ACs in perfect working condition.
- (f) The vehicles should be provided with fuel and drivers.

(Contd/....5)

- (g) The vendor ensures that the vehicles and drivers once provided should not be changed during the entire attachment period. In case of any emergency, prior intimation should be given to the Academy Senior Officers / Supervisors.
- (h) Bidder shall be entirely responsible for all taxes, duties, licenses, fees, etc incurred during the course of the contracted services of the Academy.
- (i) Drivers should possess valid ID proof and Documents i.e.; Vehicle Number and Driver name will be submitted well in advance.
- (j) The Academy is not responsible for any repair and maintenance of the vehicles or any other charge, other than the quoted amount.
- (k) The driver must observe discipline, etiquette, and protocol while performing the duty and should not be in an intoxicated position.
- (l) The driver should have a valid license and the vehicle should be registered with the Competent Authority of Central Govt./State Govt.
- (m) Traffic Rules and other statutory regulations as prescribed by the Govt. Authorities concerned should be strictly followed by the Drivers.
- (n) The driver should always remain with the vehicle during the entire period of duty. In case of emergency, the driver may seek permission from the concerned officer/authorized official of the Academy.
- (o) The bidder and the driver of the vehicle should carry out the instructions of the Academy as well as the Officers assigned to the vehicles.
- (p) All tax liabilities i.e. Road tax, Service tax, etc. will be borne by the Bidder.
- (q) In case of any accident, the service provider shall meet all the claims and damages arising out of such a situation.
- (r) Suitable alternative vehicles should be provided in case of breakdown of the vehicles.
- (s) The Tenderer who fails to provide the vehicle/performance the task assigned to him, the Director SVPNPA shall be entitled at his discretion to deduct the LD (Liquidated Damages) to the maximum of 10%.
- (t) The Academy reserves the right:-
- (i) To accept or reject the whole or any part of an offer/tender.
  - (ii) To cancel or withdraw the tender notice.
  - (iii) Accept or reject any deviations from these conditions.
  - (iv) To increase or decrease the requirement of a number of vehicles.

11. **Right to Cancel the Order.** The Director, of SVP National Police Academy reserves the right to cancel the work order without any financial repercussion on either side and without seeking the consent of the supplier at any stage of the purchase process. No further correspondence in this matter will be entertained.

12. **Performance Security Clause.** The successful bidder shall have to deposit performance security of 3 % of the contract value of the work order rounded up to the next hundred in the form of an account Term Deposit / Bank Guarantee from a nationalized/scheduled commercial bank in favour of 'The Director, SVP NPA, Hyderabad payable at Shivarampally, Hyderabad within 03 days of the placement of work order for due performance as per the provisions contained in GFR-171. Failure on the part of the firm to deposit the performance security within the stipulated time the purchaser reserves the right to cancel the Work/Supply Order. Performance Security submitted by the bidder will remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. No interest will be payable for "Performance Security".

13. **Penal Action for Non-Compliance of Terms and Conditions of the Contract.**

(a) The EMD of a tenderer is liable to be forfeited if he withdraws his bid (any time after deposition of tender or before accepting the contract.

(b) EMD of a tenderer may also be forfeited if the tenderer derogates any terms/conditions of the tenders, raises conditions with malafide intention to delay/scuttle tender procedure, or quotes fictitious/unrealistic rates.

(c) If a contractor willfully neglects or fails to perform or observe any condition of the contract or attempts to cheat or indulge in fair practices with the motive of making undue gain, the Director may impose a ban on future contracts by the SVP National Police Academy with that contractor.

(d) In case a contractor fails to comply with the work order placed by the Academy or to perform his part of the contract to the entire satisfaction of the department or fails to abide by the terms of the contract, the contractor shall be liable to all following actions or any of the following actions, as may be decided by the Director to this Academy:-

(i) Forfeiture of Performance Security in whole or in part.

(ii) To make good the loss caused to the Government.

(iii) Cancellation of the contract without any prior notice to the contractor.

(iv) Debarment from entering into a contract with the Academy for the period specified by the competent authority.

(e) In the event of the bidder performance security deposit being reduced by means of forfeiture, the contractor within 15 days from the date of intimation of the reduction shall restore the performance security to the original value, failing which, the Contract Operating Officer will recover the amount involved from any amount due to the contractor by the government or from any other assets of the contractor held with the Academy.

(f) All losses sustained by the government due to failure, omission, or neglect of the contractor may be realized from the performance security or any other amount, which may be due to be paid to a contractor from the Academy.

(g) In case of rejection of any item by the Academy or in case of neglect, failure or delay on the part of the contractor to comply with any demand or indent placed by the Academy, the Academy may without prejudice to any other action which the department may take under the terms of the contract, will be at liberty to procure or purchase such items from any other source. Any expenditure (which may include transportation and incidental charges) incurred in excess of the contracted rate shall be borne by the contractor or recovered from his security deposit and/or from any amount which may be due to be paid to the contractor by the Academy.

(h) The bidder will be blacklisted by the Academy in case of breach/non-compliance of the terms and conditions of the contract.

(i) The Director SVP NPA reserves the right to cancel the order without pre-notice, forfeit the security deposit, or recover any damages for any breach of contract.

14. **Arbitration Proceedings.** Any dispute arising out of the contract at any time between the parties hereto touching or arising out of this contract shall be referred to an arbitrator to be nominated by the Director, SVP National Police Academy and the decision and award of such arbitrator shall be final and binding upon the parties hereto and the provision of the Indian Arbitration Act 1996 shall apply to the Arbitration proceedings.

15. **High Court for Settlement of Dispute.** If the dispute between the parties is not settled by the Arbitrator, it should be subject to the jurisdiction of the High Court of Judicature at Hyderabad.

16. **Death of Contractor (Sole Proprietor).** In case of the death of a contractor or sole proprietor of a firm, his/her legal heir (s) may be permitted to operate the contract already approved in favour of the deceased and are operational or operating the current contract approved in favour of the deceased :-

(a) Death Certificate of the deceased contractor.

(b) Willingness certificate on an affidavit that the legal heir (s) and accredited agent (s) are/are willing to continue the operation of the existing contract (s) at the existing terms and conditions of the contract.

(c) Legal Heir Certificate/Succession Certificate from the Court of Law.

17. **Opening and Evaluation of Technical Bids.**

(a) The Tender Committee appointed by the Competent Authority of the Academy will open all Technical Bids in the first instance on the appointed date and time at SVP NPA Hyderabad.

(b) During evaluation of the bids, the purchase committee may, at its discretion, ask the Bidder for clarifications of its bid. The clarification of the bidder shall be in writing.

(c) No bidder shall contact the committee member on any matter relating to its bid from the time of the bid opening to the time the purchase order is placed. If the Bidder wishes to bring additional information to the notice of the Purchaser it should be done in writing.

(d) Any effort by a bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or purchase order decision will result in rejection of the bid.

(e) The results of the evaluation of the Technical Bids along with the date of opening of the Financial Bids will be uploaded in the portal. The purchase committee may at its option to choose to open the financial bids immediately after the opening and evaluation of the Technical Bids.

**18. Opening and Evaluation of Financial Bids.**

(a) The Tender Processing Committee will open the financial bids in favour of bidders who successfully qualified for technical bids.

(b) Arithmetical errors will be rectified on the following basis:- If there is a discrepancy between words and figures, the lower of the two shall be taken as the bid, value. If the bidder does not accept the correction of errors, as aforesaid, its bid will be rejected.

**19. Eligibility Conditions.**

(a) The bidding firm should have the capability to provide the ordered service/ supply in time as and when the work order is placed and service should be started within 10 days from the date of receipt of the work order.

(b) Any Government organization/undertaking should not have blacklisted/debarred/suspended the bidding firm.

(c) The Vendor should preferably be an entity registered in India.

(d) The firm/agency/distributor/wholesaler with a sound financial position is only eligible to submit the tender form.

| Date       | From - To                                            | Requirement of Vehicles                                                                                                                                                                                                                      | Remarks |
|------------|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 04/03/2025 | SVPNPA Hyderabad to ITBP Bhanu, Panchkula (Haryana)  | <ol style="list-style-type: none"> <li>01 Nos 22 feet . open truck with TOP cover</li> <li>01 no 14 feet open truck with TOP cover</li> <li>Two (02) Air conditioned Horse float with (09 horse seater &amp; one 06 Horse seater)</li> </ol> |         |
| 26/03/2025 | ITBP Bhanu, Panchkula (Haryana) to SVPNPA, Hyderabad | <ol style="list-style-type: none"> <li>01 Nos 22 feet open truck with TOP cover</li> <li>01 no 14 feet open truck with TOP cover</li> <li>Two (02) Air conditioned Horse float with (09 horse seater &amp; one 09 Horse seater).</li> </ol>  |         |

\* In case of any doubt or need for any inquiry, the tenderer may contact the Academy at (Phone:040-24234940) on any of the working days during working hours.

*S. Balakrishna Rao* 18/2/2015

Administration Officer (Admin)  
SVPNPA, Hyderabad

Copy to: Programmer with a request to please get the above requirement posted on the NPA Website and provide a link

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Gram: 'POLICE ACADEMY' e-mail: [administrator@svnpa.gov.in](mailto:administrator@svnpa.gov.in) Tel: 91-040-24015151 to 24015158 Fax: 91-040-2401517

### PROFORMA FOR TECHNICAL BID

(Please upload **without fail** copies of the documents in support of the following information)

| SI No. | Particulars                                                                                                        | Description             |
|--------|--------------------------------------------------------------------------------------------------------------------|-------------------------|
| 1      | Name of the Vendor and Address (Block Letters)                                                                     |                         |
| 2      | Contact No. (Landline and Mobile)                                                                                  |                         |
| 3      | Permanent Account Number (PAN)                                                                                     | Enclosed / Not Enclosed |
| 4      | GST Number of the firm along with the latest submitted return documents                                            | Enclosed / Not Enclosed |
| 5      | Banker Details<br>(Bank and Branch, Branch Code, MICR code, IFSC code)                                             | Enclosed / Not Enclosed |
| 6      | Bank A/C No                                                                                                        |                         |
| 7      | Which make/model of vehicle(s) are you offering?                                                                   | Enclosed / Not Enclosed |
| 8      | Registration No(s). of the vehicle(s) offered                                                                      | Yes / No                |
| 9      | Year(s) of Registration                                                                                            | Yes / No                |
| 10     | Have you submitted a copy of the R.C. Book/Blue Book/Smart Card herewith?                                          | Enclosed / Not Enclosed |
| 11     | Are all the offered vehicles covered under valid 3rd party insurance                                               | Yes / No                |
| 12     | Have you submitted a copy of the Insurance Policy herewith?                                                        | Enclosed / Not Enclosed |
| 13     | Have you submitted a copy of the work order/contract executed in the past, in support of your experience herewith? | Enclosed / Not Enclosed |
| 14     | Whether any court case/ litigation is pending against the vehicle (s) offered.                                     | Yes / No                |
| 15     | Have you submitted a copy of the latest Income Tax return filed by you?                                            | Enclosed / Not Enclosed |
| 16     | Have you submitted a copy of the average turnover of the last three years                                          | Enclosed / Not Enclosed |

Date :  
Place :

Signature of Vendor :  
Name :  
Stamp :  
Seal :

(Scanned copies of the relevant documents in support of the above information, are to be uploaded online, failing which the tender stands rejected forthwith).

**Note:**

1. The rates quoted shall be **all-inclusive**.
2. The rates once quoted shall **remain valid/fixed** during the period of the contract and no variation on account of escalation of POL charges/cost of spare parts, etc. (or) on account of any unforeseen event, shall be entertained.
3. Vendor shall be entirely responsible for all taxes, duties, licenses, fees, etc. incurred during the course of delivery of the contracted services to the Academy.

Signature of Vendor :

Name :

Stamp :

Seal :

Date:

Place: