

**NATIONAL INSTITUTE OF RURAL DEVELOPMENT &  
PANCHAYATI RAJ  
Rajendranagar, Hyderabad – 500 030**

**Tender Notice**

The Assistant Registrar, National Institute of Rural Development & Panchayat Raj invites sealed tenders from TOYOTA authorized dealers from Hyderabad, Telangana Region for supply of one Innova (Automatic Transmission) with the following specifications for the use of VIP.

**Specifications**

Toyota Innova Crysta, 7 Seater Automatic Transmission, Diesel Engine, ZX Automatic with 6 Airbags for passenger safety, Grey Colour

Last date and time for the receipt of tender form:	10.3.2017 up to 2.00 pm
Date and time for opening tender:	10.3.2017 at 4.00 pm
Earnest Money Deposit:	2% of the amount quoted
Supply of above vehicle:	within 20 days of supply order issued by NIRD&PR

Cost of the vehicle should be quoted in the space specified in the tender form. Taxes, Insurance, Standard Extra Fittings, Temporary Registration, Permanent Registration, HS Number plates and other extra charges if any may be shown separately in the tender form.

**TERMS AND CONDITIONS**

1. Sealed tenders are invited for supply of Toyota Innova AT, Diesel Engine from Authorized Dealers only.
2. The tender should be addressed to Assistant Registrar (E), NIRD&PR, Rajendranagar, Hyderabad in a sealed cover clearly indicating type of vehicle super scribed on the cover.
3. Intending tenderers should send their tenders so as to reach the NIRD&PR on due date. No tender received after the specified date and time will be accepted.
4. Tender document without 2% EMD will be rejected.
5. The tender will be opened on the appointed day and time in the office of the NIRD&PR in the presence of such of those tenderers or their nominees who may be present at the time.
6. If any tenderer withdraws from tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money will be forfeited.

7. Tenderers shall invariably specify in their tenders the delivery conditions, including the time required for supply of vehicle.
8. The successful tenderer should supply the vehicle at the NIRD&PR office within the time period specified at their own cost.
9. The tenderer shall supply vehicle according to the standard specifications only.
10. All payments to the successful bidder will be paid in due course.
11. In case of any difference or dispute arises in connection with the quality, specifications and supply of vehicle then all legal proceedings relating to the matter shall be instituted in the courts within the jurisdictions of Hyderabad.
12. Telegraphic quotations will not be considered.
13. Any attempt on the part of the tenderer or their agents to influence the NIRD&PR officers in their favour, by personal canvassing will be disqualified, forfeit the securities & black list the dealer.
14. The finalization of the tenders shall be made in accordance with the supply upon the rates quoted, the Director General, NIRD&PR reserves the rights to reject tender without assigning any reason.
15. The authorized dealer will be responsible for any damage or loss to the vehicle during transportation from his premises to vehicle section NIRD&PR, Rajendranagar, Hyderabad and in case of any damage or loss of vehicle the dealer shall replace the damaged vehicle with a new vehicle.
16. All the columns of the tender form shall be duly, properly filled in. The rates shall not be over written.
17. The dealer shall deposit a sum equal to Five percent value of the order as security for the performance of the vehicle during the standard warranty period in favour of NIRD&PR in form of Fixed Deposit, Demand Draft, Bankers cheque or Bank guarantee.
18. All the cuttings/overwriting must be attested by the tenderer, otherwise tender will be rejected.
19. No Tender is considered until all the documents are signed.
20. The vehicle shall be delivered/supplied by the dealer within 20 days of the receipt of supply order by the Institute.
21. That in the event of dealer failure to fulfill or commit breach any of the terms & conditions of this tender, NIRD&PR shall be entitled to cancel the purchase to the dealer and forfeit the securities & black list the dealer.
22. The authorized dealer shall attach copies of authorized dealership agreement, letter of appointment (i.e. memorandum of understanding) issued by manufacturer along with certificate of acceptance.

**Assistant Registrar**

## FORM OF TENDER

From

To,

The Registrar & Director (ADMN)  
National Institute of Rural Development & Panchayati Raj,  
Rajendranagar, Hyderabad-500030.

Sir,

I/we hereby tender to supply a Toyota Innova Crysta, 7 Seater Automatic Transmission, Diesel Engine, ZX Automatic with 6 Airbags for passenger safety, Grey Colour, as specified in the tender and as may be decided by the NIRD&PR, at the rates quoted below. The vehicle will be supplied as early as possible and at the place specified in the schedule.

Sl No.	Type of Vehicle	Description of Vehicle	Ex-Shoe Room Price (Including VAT & other Taxes)	Discount be quoted by the authorized dealer against Ex-Shoe Room Price	Insurance Charges	Temporary & Permanent Registration charges	HS Number plate charges	Standard Extra Fittings	Extended Warranty	Total cost of the vehicle

The total amount for the vehicle including all is Rs \_\_\_\_\_

I/we are remitted the required amount of Rs \_\_\_\_\_ vide DD No \_\_\_\_\_ towards earnest money.

Address:

Date:

Yours faithfully

(Signature)