



National Games Secretariat

Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram, Kerala

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Request for Proposal (RFP) for selection of Logistics Contractors for the 35th National Games

Tender No: 138/NGOC/2014-15

The National Games of India is the premier Multi Discipline Sporting Event held in the country, once in every two years. The 35th National Games is now scheduled to be held in Kerala from 31st January, 2015 to 14th February, 2015. The National Games Secretariat (the “NGS”) is the Nodal Agency of the State Government of Kerala, mandated with the responsibility of organizing the 35th National Games of India. The 35th National Games will be held in 30 Competition & Event Venues located across seven Districts of Kerala. Competitions will be held in 31 Sport Disciplines, which will attract the crème-de-la-crème of the Sports Fraternity of India to the State of Kerala to participate in this largest multi-sport Event of India. The details of Venues and the respective Sports are attached as Annexure III.

The National Games Secretariat intends to arrange Logistical transportation for materials of the National Games in the seven Host Districts across the State Kerala. Primarily, the Logistical transportation requirement will be between CWC Godowns at Menamukulam and Kadavanthara and the Games Venues within the state of Kerala.

For fulfilling the above mentioned transportation requirements, NGS is floating this Request for Proposal (RFP) inviting bids from experienced Logistical Transport Contractors for providing suitable vehicles during the period from 10th January, 2014 to 20th February, 2014.

Logistical Transportation will have to be provided to the different capacities as shown below.

Type of vehicle		Minimum guaranteed rate per day	Minimum Kilometres per day for the minimum guaranteed amount
Up to 5 tons	Tempo/ Mini Lorry	Rs 2,500	60
Up to 9 tons	Lorry/ Truck	Rs 4,000	60
Up to 16 tons	Taurus or equivalent	Rs 6,000	60

Interested parties, who fulfil the eligibility criteria mentioned below, may send their bids to the address mentioned below, as per the format in Annexure I and Annexure II, enclosing all supporting documentation as proof of their eligibility.

NGS shall assess the bids on the basis of the information submitted. If required, the applicants may be invited to NGS for discussions. Upon completion of the technical evaluation, NGS shall shortlist multiple technically qualified Applicants for opening the Financial Proposals.

After opening the Financial Proposals, the L-1 Bidder shall be declared and at least 50% of the transportation requirements shall be awarded to the L-1 Bidder. The L-2 Bidder and L-3 Bidder shall be offered the option of matching the rates quoted by the L-1 Bidder and, if they agree to match the rates of the L-1 Bidder, they will be awarded 30% and 20% of the transportation requirements.

Upon issue of the Letter of Acceptance by NGS, the selected Agencies shall be required to sign an Agreement with NGS (or its assigns) after depositing an amount equivalent to 10% of the Contract value as Performance Security, either in the form of a Bank Guarantee or as a Demand Draft in favour of CEO& Secretary, NGS.

A. Eligibility Criteria

- i. The Bidder should have been in transport related business, providing trucks/mini lorries to Govt Departments/companies /Others, for at least 3 years
- ii. The Bidder should have a minimum average annual turnover of at least Rs 25 lakhs from transport operations or related businesses, in the last 3 years

B. Scope of Work

1. The Logistics Operations of the 35th National Games will be directed and controlled by the Logistics Cell of NGS.
2. The Logistics Contractor shall deploy the vehicles and vehicle crew required and operate the vehicles as per the directions and scheduling given by the Logistics Cell/NGS.
3. Fuel and oil charges for the vehicles operated shall also be borne by the Logistics Contractor.
4. In case of breakdown or non-availability of a vehicle offered by the Logistics Contractor, the Logistics Contractor shall immediately deploy an equivalent replacement vehicle.

C. Document Fees

A document fee for **Rs 1,000 + VAT @ 5% (Rupees One Thousand Only + VAT @5%)** has to be remitted through a non-refundable Demand Draft drawn in favour of the “**CEO & Secretary, National Games Secretariat**”, payable at Thiruvananthapuram, Kerala.

D. Earnest Money Deposit (EMD)

- a. The Bidder shall furnish, as part of its Bid, a refundable EMD comprising of A/c payee Demand Draft for **Rs 25,000 (Rupees Twenty Five Thousand Only)**. The Demand Draft shall be drawn from any Nationalized/Scheduled Bank, in favour of “**CEO & Secretary, National Games Secretariat**”, payable at Thiruvananthapuram.
- b. In case of inadequacy or non-submission of prescribed EMD along with the Bid, the Bid shall be deemed to be non-responsive and will be disqualified and summarily rejected.
- c. Unsuccessful Bidder’s EMD will be released without interest as promptly as possible as but not later than 30 days after the Award of the Contract to the Successful Bidder. The Successful Bidder’s EMD will be released without interest upon the Successful Bidder depositing the required Performance Security.
- d. The EMD shall be forfeited under the following circumstances:
 - a. If a Bidder withdraws his bid or increases the quoted prices during the period of bid validity, or its extended period; or
 - b. In the case of a successful Bidder, if s/he fails within the specified time limit to:
 - I. Sign the Contract Agreement or,
 - II. Furnish the required Performance Security Bank Guarantee.

E. Terms and Conditions

1. NGS reserves the right to engage multiple agencies to provide vehicles at the lowest rates quoted in the tender.
2. The vehicles have to be registered in the State of Kerala and should have the required permits for commercial operation.
3. Required vehicle should be supplied even with very short notice, i.e Say within two hours of request.
4. As most of the items are high valued/ sophisticated and electronic items and most of which are imported and not easily/ timely replaceable, transportation should be done with utmost care and dedication.

5. The vehicles offered should comply with all legal and regulatory norms.

F. Payment Schedule

	Milestone	Payment
1	Upon Signing of Agreement; mobilization advance of 10%, which will be adjusted against the subsequent bills	10% of estimated billing
2	Periodic three payments on weekly basis, against submission of Bills, which will be released within 4 days of submission of bills by the Agency; against each bill a proportionate 10% deduction shall be made for the advance.	100%

G. Pre-Bid Conference

Interested Applicants are invited to participate in a Pre-Bid Conference at the NGS Conference Hall on Monday, 06/01/2015 at 11:00 a.m.

H. Clarifications

Any queries on this document or project may be sent to ngoc@kerala2015.com, purchase@kerala2015.com and logistics@kerala2015.com.

I. General Conditions

1. NGS reserves the right to not to follow up this RFP, modify the RFP process or terminate the entire RFP Process, without assigning any reason or without any obligation to any of the Applicants.
2. This RFP in no way forms any commitment or indication of any business from NGS. Submission of the RFP shall not guarantee an automatic selection or empanelment of the Applicant.
3. Each Applicant shall be liable to individually bear the cost of data collection, preparation and submission of this RFP.
4. Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither NGS, nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed work, or makes any representation or warranty, express or implied, with respect to the

information contained in this RFP document or on which this RFP document is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

J. Documents to be submitted in Bid

Technical Package

1. Technical Bid as per Annexure I of the RFP
2. Proof of previous experience in transport related business, providing trucks/mini lorries to Govt Departments/companies /Others, for at least 3 years (*Work orders, Client certificates etc*)
3. Proof of minimum average annual turnover of at least Rs 25 lakhs from transport operations or related businesses, in the last 3 years (Certificate from Chartered Accountant or Audited Financial Statements)
4. Earnest Money Deposit (A/c payee Demand **Draft for Rs 25,000**)
5. Document Fee (A/c payee Demand Draft **for Rs 1,050**)

Financial Package

1. Financial Bid as per Annexure II of the RFP

K. Modalities of RFP Submission

1. The format provided as **Annexure I** of the RFP should be used for submitting the Technical Bid and the format provided as **Annexure II** of the RFP should be used for submitting the Financial Bid.

2. Submission of Technical Bid and Financial Bid

The Technical Bid with all supporting documents required should be enclosed in a single sealed envelope and the envelope should be superscribed "Technical Package". The Financial Bid should be enclosed in a separate sealed envelope superscribed "Financial Package". Both the envelopes should be enclosed in an outer envelope. The outer envelope should be sealed and superscribed "**RFP for selection of Logistics Contractors**". The name and address of the bidder should be clearly indicated on the outer envelope.

3. The Bid should be signed by the authorized signatory of the Agency.

4. The RFPs should reach the Office of the **Chief Commissioner & Principal Coordinator of NGS** in the below mentioned address, **before 5 pm on January 12, 2014**. Bids will be opened at 5.30 p.m on January 12, 2014. Late submissions will be rejected.

Chief Commissioner & Principal Coordinator

National Games Secretariat,

Chandrasekharan Nair Stadium, Palayam,

Thiruvananthapuram

Phone: +91 471 2302287, Fax: +91 471 2302267

Email: logistics@kerala2015.com,

purchase@kerala2015.com

Sd/=

Chief Commissioner & Principal Coordinator of NGS

Annexure I

Format for Technical Bid

1. Name of the Agency
2. Address
3. Contact Number
4. **Number of Vehicles Offered**

	Type of vehicle		Number of vehicles offered by bidder
1	Up to 5 tons	Tempo/ Mini Lorry	
2	Up to 9tons	Lorry/ Truck	
3	Up to 16 tons	Taurus or equivalent	

Signature of Bidder:

Seal of Bidder:

Date:

(Please include all supporting documents)

Annexure II

Format for Submitting Financial Bid

Name of the Agency:

Rates Offered for the 35th National Games

Type of vehicle		Minimum guaranteed rate per day	Minimum Kilometres per day for the minimum guaranteed amount	Rate quoted for each additional kilometre above the minimum kilometres <i>(inclusive of all taxes and all other charges)</i>
Up to 5 tons	Tempo/ Mini Lorry	Rs 2,500	60	
Up to 9 tons	Lorry/ Truck	Rs 4,000	60	
Up to 16 tons	Taurus or equivalent	Rs 6,000	60	

Signature of Bidder:

Seal of Bidder:

Date:

Annexure III: List of Venues

Sl No	Name of Venue	Events / Competition Disciplines
Thiruvananthapuram		
1	Aquatic Complex, Pirappancode	Aquatics
2	University Stadium, Palayam	Athletics
3	Jimmy George Indoor Stadium , Vellayambalam	Gymnastics & Handball
4	Shanghumugham Beach	Beach Handball
5	Sreepadam Stadium, Attingal	Kabaddi & Kho Kho
6	Indoor Stadium, Agricultural College, Vellayani	Netball & Taekwondo
7	NH Bye pass, Kovalam	Triathlon
8	Tennis Complex, Kumarapuram	Tennis
9	Karyavattom Stadium/LNCPE	Wushu
10	Chandrasekharan Nair Stadium, Palayam	Squash
11	LNCPE Velodrome, Karyavattom	Cycling
12	New Shooting Range, Vattiyorkavu	Shooting
Kollam		
13	New Hockey Stadium, Ashramam	Hockey
14	LalBahadurShastri Corporation Stadium	Rugby 7s
Alappuzha		
15	VembanadLake	Canoeing & Kayaking and Rowing;
Ernakulam		
16	JawaharLal Nehru Stadium, Kaloor	Archery
17	Rajiv Gandhi Indoor Stadium, Kadavanthra	Badminton & Table Tennis
18	CIAL Trade Fair Centre, Nedumbassery	Fencing
19	CIAL Golf Course, Nedumbassery	Lawn Bowls
20	Munambum Beach	Yachting
Thrissur		
21	Corporation Stadium, Thrissur	Football (Women)
22	VKN Menon Indoor Stadium	Judo & Weightlifting
23	Indoor Stadium, Thriprayar	Boxing
24	Police Academy Shooting Range, Thrissur	Shooting – Trap & Skeet
Kozhikode		
25	Corporation Stadium	Football (Men)
26	Medical College Ground	
27	VKK Menon Indoor Stadium	Volleyball
28	Kozhikode Beach	Beach Volleyball
Kannur		
29	Indoor Stadium, Mundayad	Basketball & Wrestling