ONGC TRIPURA POWER COMPANY LIMITED

NOTICE INVITING BID (NIB)

FOR

HIRING OF VEHICLES

FOR

2 X 363.3 MW

GAS BASED COMBINED CYCLE POWER PLANT,

PALATANA, UDAIPUR, TRIPURA

TENDER No. – OTPC/1200004386-R1

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NOTICE INVITING BID
FOR
HIRING OF VEHICLES AT 2 X 363.3 MW GAS BASED COMBINED CYCLE

POWER PLANT AT PALATANA, TRIPURA

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NOTICE INVITING BID ("NIB")

1.0 INTRODUCTION

1.1 ONGC Tripura Power Company Limited (hereinafter referred as "**OTPC**" or "**Company**" or "**Owner**"), a joint venture company of Oil and Natural Gas Corporation Limited ("ONGC"), GAIL (India) Limited ("GAIL"), India Infrastructure Fund - II ("IIF-II") and Government of Tripura, is a public limited company incorporated under the Indian Companies Act, 1956 and having its registered office at ONGC Tripura Power Company Limited, Udaipur-Kakraban Road, Palatana P.O., District Gomati, Tripura – 799116 (India), and one of its office at 10th Floor, Core-4 and Central, Scope Minar, Laxmi Nagar New Delhi - 110092 (India). OTPC is operating a gas based combined cycle power plant at Palatana, which is located about 60 (sixty) km from the capital city of Agartala in the State of Tripura. The Plant is located about 9 (nine) km from nearest town Udaipur, which is one of the major towns of Tripura.

1.2 OTPC invites bids from reputed and experienced Tour and Travel Agencies/Firms/Companies/Proprietor for **hiring of vehicles** (Package-1 - mix of AC/Non-AC vehicles) on regular basis for official use of OTPC staff/associates at Palatana, Udaipur, Tripura. Bidders with requisite technical capability and sound financial position are invited to bid for providing "Vehicle Hiring Services" at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura for a one-year contract period from the date of award. Period of Hiring Services may be extended by another twelve (12) months based on performance to be evaluated at the end of the first twelve (12) month period. Vehicles to be provide should be not be older than 36 months from the date of registration and should not have run more than 30,000 Kms, with well-maintained interiors & valid statutory permits/licenses.

1.3 The Bid must be submitted in accordance with the requirements set out in the Bidding Document, on the e-procurement platform of the Government i.e., https://www.etenders.gov.in/ at the Central Public Procurement ("**CPP**") Portal by way of uploading the following documents:

1.3.1 In the technical folder, the documents evidencing Qualifying experience/capability and Unpriced Techno-Commercial Bid without any reference to price; and

1.3.2 In the price folder, the **Price Bid** for vehicle hiring services at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura.

1.3.3 Form K and Form M forming part of the Bid documents mentioned in clause 1.3.1 once uploaded on the CPP Portal shall be provided in original hard copies in accordance with the procedure prescribed under clause 20.0 of Instructions to Bidders ("**ITB**").

1.4 Capitalized terms used herein but not defined in this NIB shall have the meaning assigned to them in ITB.

2.0 DETAILS OF TENDER

a.	Tender No.	OTPC/1200004386-R1
b.	Cost of one set of Bidding Document; non-refundable (to be remitted to "**ONGC Tripura Power Company Limited**", thru NEFT Transaction as per clause 6.15 below). Bidder to download the bidding documents from OTPC website.	NIL
c.	Bidding Document sale opening date and time (to be available at the CPP Portal for purchase and download)	13th October 2026
d.	**NOT USED**	
e.	Last date for receipt of pre-bid queries (through the CPP Portal under the 'Clarifications' tab).	22nd October 2026 at 15:00 hours
f.	Date of issue of Pre-Bid Clarifications	23rd October 2026
g.	Last date and time for **submission of Bid** (both, Price Bid and Unpriced Techno-Commercial Bid) **online at the CPP Portal** https://www.etenders.gov.in/, and **physical/hard copy** submission of **Form K** (Letter of Authority with copy of Board Resolution/ Power of Attorney) and **Form M** (Bid Security BG) as part of the Unpriced Techno-Commercial Bid in original at: Head Corporate (C&M)/ Head (Engg), ONGC Tripura Power Company Limited 10th Floor, Core-4 and Central, New Scope Minar, Laxmi Nagar, Delhi –110092	04th November 2026 at 16:00 hours.
h.	Date and time for opening of Unpriced Techno-Commercial Bids online	05th November 2026 at 16:00 hours.
i.	Date and time for opening of Price Bids online	To be intimated later on the CPP Portal.
j.	Bid Security amount	Rs. 1,00,000/- (Indian Rupees One Lakh Only).

k.	Validity of Bid Security	210 (two hundred and ten) days from the date of opening of Unpriced Techno-Commercial Bid
l.	Bid validity.	180 (one hundred and eighty) days from the date of opening of Unpriced Techno-Commercial Bid.
m.	Address for correspondence: Attn: Head - Corporate C&M / Head (Engg.), ONGC Tripura Power Company Limited, 10th Floor, Core-4 and Central, Scope Minar, Laxmi Nagar, New Delhi-110092 Ph: +91-11-22404700 Any correspondence regarding the Bid shall be addressed to the following e-mail ids: (i) neeraj.narwal@otpcindia.in and (ii) karan.bakshi@otpcindia.in	

3.0 **BRIEF SCOPE OF SERVICES**

3.1 The scope of Services to be performed under the Bidding Document shall be to provide vehicles not older than thirty-six months from the date of registration and should not have run more than 30,000 Kms, with well-maintained interiors & valid statutory permits/licenses for a one-year contract period from the date of award (period of Hiring Services may be extended by another twelve (12) months based on performance to be evaluated at the end of the first twelve (12) month period) along with professional drivers having valid commercial license at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura shall include but not be limited to:

3.1.1 Providing following vehicles on hire on monthly basis at OTPC Palatana;

Sl	Make and Model of Vehicles	Fuel	Quantity (No.)
1.	Scorpio - S9 2179CC and above with 8 seater arrangement with back door opening- *for 24 hours running/day*	Diesel-AC	1
2.	Bolero - EX BS – VI (non AC), with 8 seater arrangement with back door opening- *for 24 hours running/day*	Diesel, Non-AC	2

3.1.2 Providing professional drivers having valid commercial licenses along with all the vehicles;

3.2 Scope of Services shall also include all associated services and works required for providing vehicles on hire basis at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura.

3.3 For detail of the scope of Work please refer to the following parts of the Bidding Document: Part-B Vehicle Hiring Services Contract including Technical Specification for providing vehicles on hire basis at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura.

4.0 VEHICLE HIRING SERVICE DURATION

4.1 The Bidder shall provide the vehicle(s)mentioned at clause 3.1.1 along with professional drivers having valid commercial licenses within 15 days from the date of Letter of Award issued by OTPC or any other time-period informed by OTPC.

4.2 The Hiring Services for vehicles at 2 x 363.3 MW combined cycle power plant at Palatana, Tripura shall be provided for a continuous period of twelve (12) months from the date of award of contract to the Successful Bidder. Period of Hiring Services may be extended by another twelve (12) months based on performance to be evaluated at the end of the twelve (12) month period.

5.0 QUALIFICATION REQUIREMENT OF THE BIDDER

5.1 Bidder should have minimum annual turnover of Rs. 20,00,000/- (Rupees Twenty Lakhs Only) in each of the last 3 (three) financial years ending 31st March 2026 *(or if the Bidder follows a different financial year (other than April to March) then for the last 3 (three) financial years, as duly adopted by it and acceptable as per the laws applicable to it)*

Bidder shall submit TDS certificate or unconsolidated annual audited accounts for last 3 (three) financial years.

5.2 Bidder should have earned profit before tax in at least 1 (one) financial year during last 3 (three) financial years ending 31st March 2026.

5.3 Bidder should have positive Net Worth as on 31st March, 2026 (or if the Bidder follows a different financial year (other than April to March) then as on the last date of its last financial year, as duly adopted by it and acceptable as per the laws applicable to it).

To demonstrate fulfillment of this criteria, the Bidder shall submit a certificate from a reputed auditor certifying that the Net Worth as on 31st March 2026 is positive, in the form prescribed under Form-S ("Net worth Certificate")

5.4 Bidder (Agency/Firm/Company/Proprietor) shall have successfully provided Vehicle Hiring Services similar in nature in last 3 (three) years with minimum work order value as per the following:

S.no.	Description:	If bidder is quoting for 1 vehicle	If bidder is quoting for 2 vehicles	If bidder is quoting for 3 vehicles
5.5.1	Minimum value of single Work Order	INR 12 Lakhs	INR 24 Lakhs	INR 36 Lakhs
5.5.2	Minimum value of 2 (two) Work Order	INR 6 Lakhs	INR 12 Lakhs	INR 18 Lakhs

- Bidder shall submit detail work order including covering letter and schedule of rates and completion certificate containing executed value of work issued by respective client (s) shall be submitted. Completed value of work as mentioned in the completion certificate shall be considered for evaluation against single / multiple work order value required under Qualification Requirement. However, where the executed value of work is not mentioned in the completion certificate, the copy of certified bill shall also be acceptable for determining value if submitted along with completion certificate. Bidder shall submit satisfactory performance certificate for qualification purpose.

- Work completed or under execution not later than 31st August 2026 shall be considered for qualification purpose.

5.5 Bidder should be in the business of *similar nature for at least 2.5 years.
For qualification purpose, *similar nature shall mean "Vehicle Hiring Services".

Note:
Bidders to submit the following document along with the Bid:
- Bidder shall submit supporting documents like audited balance sheet and profit & loss account for last 3 (three) financial years, clients' contract satisfactory performance certificates, copy of relevant contracts, etc., in support of the qualification requirements.
- Certified copy of valid EPF, ESIC, and GST registration, duly attested/certified by CA or Notarized copies.
- List of vehicles owned or hired by them.

5.6 Bidder should not be banned / under suspension / black listed by any Govt. /Public Sector undertakings. Bidder has to submit a certificate as per the Form provided.

6.0 **GENERAL**

6.1 The Bidding Document shall be available online for download on the CPP Portal as per clause no. 2.0 of NIB specified above.

6.2 Bidders to confirm compliance to terms, conditions, specifications and requirements mentioned under the Bidding Document, at the time of submission of Bids, failing which the Bids may be liable for rejection.

6.3 Bids shall be evaluated based on the information/documents submitted in the Bid. Hence, Bidders are advised to ensure that they submit appropriate and relevant supporting documentation along with their proposal in the first instance itself.

6.4 OTPC reserves the right to seek additional information from the Bidders, if found necessary during the course of evaluation of the Bids.

6.5 Bidder to ensure that after the Letter of Award is issued and during the Term of the Contracts, the Bidder shall not seek to alter any agreed contractual terms, conditions and specifications as mentioned under the Bidding Document.

6.6 Two-part bidding system (Part-1: Unpriced Techno-Commercial Bid and Part-2: Price Bid) shall be followed for this tender as described in clause 20.0 of the ITB. Bidders should take due care to submit their Bid in accordance with the requirements as specified in clause 17.0 of the ITB.

6.7 This NIB, uploaded on OTPC website, along with entire Bidding Document, shall be submitted by the Bidder along with its Bid duly signed and stamped by the Bidder as a token of acceptance. Bids sent without having Bidding Document duly signed and stamped may be liable for rejection.

6.8 Pre-bid queries/clarification, if any, on technical and commercial points should be submitted under the 'Clarifications' tab on the CPP Portal as per format **Form -E** by date specified in clause 2.0 above. No further queries/clarification on Bidding Document shall be entertained / accepted by the Owner thereafter.

6.9 Issuance of the Bidding Document does not mean that the Bidder has been short-listed or qualified.

6.10 Bidders are required to furnish an undertaking on validity of the Bid as per **Form-I** of the Bid Forms at the time of submission of Bids. The Bids shall be rejected if such an undertaking is not furnished

6.11 Bid Security must be submitted as part of the Unpriced Techno-Commercial Bid as per **Form-M** of the Bid Forms failing which Bid shall be rejected.

6.12 The entire process of bidding shall be online through e-procurement/e-tendering at CPP Portal by uploading the complete and legible scanned copies of the same in pdf format, duly signed in digital form by the authorised signatory of the Bidder. Bids submitted online at CPP Portal shall only be considered. Bids submitted by fax, telex, telegram or e-mail, or any way other than on the specified e-platform for bidding, shall not be entertained and shall be rejected.

6.13 Any Bid received after the expiry of the date and time prescribed for receiving completed Bid as specified in clause 2.0 above, shall be rejected.

6.14 OTPC reserves the right to reject any Bid or all Bids received at its discretion, without assigning any reason whatsoever, and may call for fresh Bids if it so deems fit.

6.15 OTPC Bank account details: OTPC bank account details for remitting Bid security amount.

FOR REMITTING BID SECURITY AMOUNT :	
Beneficiary Name	ONGC Tripura Power Company Limited
Beneficiary Bank Name	State Bank of India
Beneficiary Account	40034695722
Beneficiary Branch IFSC Code	SBIN0015807
Branch	PALATANA(15807)
Beneficiary Branch Address	C/O Palatana OTPC Project, Palatana, PO-Palatana, Dist- South Tripura-799116

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