



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान National Institute of Open Schooling

(An autonomous institution under Ministry of Education, Govt. of India)
(The Largest Open Schooling System in the World) ISO 9001:2008 CERTIFIED

A-24/25, SECTOR-62, NOIDA, UP

TENDER FOR EMPANELMENT OF AGENCIES FOR PROVIDING OF A/C VEHICLES TO NIOS ON RENTAL BASIS.

The National Institute of Open Schooling (NIOS) is an autonomous institution under the Deptt. of School Education & Literacy, Ministry of Education, Govt. of India. It provides education through distance mode at pre degree level i.e. for Secondary and Senior Secondary levels and also for Vocational courses to persons who wish to study further and quality for a better tomorrow. The mission of NIOS is to provide education to all especially girls, women, rural youths, working men and women, SC and ST, persons with disability and other disadvantaged persons who for one or the other reason could not continue education with the formal system. NIOS operates through a network of Twenty One (20) Regional Centers and two (3) Sub Centres and about ten thousand Accredited Institutions (AIs) commonly known as Study Centres in India. **The NIOS is the largest open schooling system in the World.**

Important Dates and Time

Published Date	: 16/03/2026
Bid Document Download Date from the NIOS website:	: 16/03/2026
Pre Bid Meeting	: 23/03/2026 at 2.30pm at NIOS, HQ, A-24/25, Sector: 62, NOIDA, UP.
Clarification Start date & Time	: 17/03/2026
Clarification Closing date & Time	: 02/04/2026
Bid Submission Start Date & Time	: 06/04/2026
Bid Submission End Date & Time	: 06/04/2026 at 2.00pm
Technical Bid Opening Date & Time	: 06/04/2026 at 3.30pm
Financial Bid opening Date:	Eligible bidders will be informed through e-mail or phone.

Duration of Contract	The period of contract shall be initially for a period of one year which will be extendable on year to year basis maximum upto three (03) years, subject to satisfactory performance for the services provided by the Agency on the same terms & conditions.
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Validity of bid from the date of opening: 90 days
of Technical Bid

01 INSTRUCTIONS TO BIDDERS:

- (i) The National Institute of Open Schooling (NIOS) open tenders from reputed, experienced Tour & Travels Agencies located in Delhi/New Delhi/Noida/Ghaziabad/Faridabad & Gurugram for empanelment for hiring of different types of AC Vehicles like Ciaz, Swift Dzire/ Ertiga/ Innova/ Innova Vista and equivalent model & make vehicles & Tempo Traveller 17 seater Diesel/Petrol/CNG driven/Electric on Daily/ monthly basis for Local & Outstation journey and or as and when required basis initially for a period of one year in two bid system (Technical & Financial Bid). The term of contract can be extended for a further period of two more years on year to year basis subject to satisfactory performance on the same rates, terms & conditions. The proposal must be submitted in two separate envelopes, first envelope should contain “Technical bid” appended at Annexure–I along with EMD of Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand Only) by mode of Demand Draft of any Nationalized Bank in favour of Secretary, NIOS payable at NOIDA or the exemption certificate like MSE Registration or Startup Registration along with all supporting documents for Technical qualification of the agency and second envelope should contain “Financial Bid” in Annexure-II and clearly marked so on the cover/envelope respectively. Both the envelope should be sealed properly and submitted in a bigger single cover super scribed **“Tender document for empanelment of agencies for providing of AC Vehicles on rental basis” addressed to:**

The Secretary
National Institute of Open schooling (NIOS)
A-24-25, Sector- 62, NOIDA – 201309 (U.P)

The Tender may be dropped in the sealed tender box meant for the purpose kept at Maintenance Section, Room No. 204, 2nd Floor, NIOS, A-24-25, Sector- 62, NOIDA – 201309 (U.P.) on or before last date of bid submission.

- (ii) The tender document can be downloaded free of cost from the website of NIOS i.e. **www.nios.ac.in.**
- (iii) Lowest rate received in each will be picked up and after due approval of the Competent Authority will be offered to all technically qualified Firm/Agency.

- (iv) The bidders may note that the Financial Bids of only those bidders shall be opened who qualify in the Technical Bid. In the absence of EMD the Technical Bid will not be considered and summarily be rejected for Financial Bid.
- (v) Bid shall remain valid for 90 days beyond the closing date of the tender.

02. SCOPE OF WORK:

The NIOS requires vehicles on hiring basis from the Taxi Operators/Agencies for the Official use for its Officers as well as for conduct/supervision of public examinations, outside Experts who are called to attend Meetings, Seminars, Workshops on daily or on Monthly basis etc. only reputed, experienced and financially sound Tours & Travels Agencies having experience in the tours and travel business and competent to provide requisite numbers of vehicles on an average 05-10 on daily basis. During the Examinations/Workshop/ Conferences/other the successful bidder should provide maximum upto 50 vehicle on that particular day. The type/make of vehicle to be hired shall be at the sole discretion of the NIOS. The firm should provide at least 8-10 vehicles of the type i.e. Ciaz/Swift Dzire/Ertiga/ Innova/ Innova Vista & Tempo Traveler 17 seaters or equivalent.

The Vehicles will be hired by the NIOS as per actual requirement irrespective of day and night. Area of field duty will be throughout Delhi, New Delhi, NCR and all over India. Taxi Operators/Agencies will ensure that taxes, if any, must be paid for the vehicle being sent to adjoining areas and out station to the NIOS. There is no commitment from the NIOS regarding the number of vehicles to be hired or minimum kms to be run in case it is hired on daily basis.

Pre- Bid Meeting

A Pre-Bid Meeting shall be conducted to clarify issues relating to the empanelment of agencies for providing vehicles on rental basis, including scope of services, deployment conditions, rates, contractual obligations, and other terms & conditions of the bid.

Technical Eligibility Criteria

The Bidders **must fulfil the following Technical Specifications in order to be eligible for Technical Evaluation of the bid described in Annexure- I.**

- 1) The Registered Office of the Agency should be located either in Delhi/ NOIDA/ Ghaziabad/ Faridabad/ Gurugram. An attested copy of the proof of the offices in Delhi/ NOIDA/ Ghaziabad/ Faridabad/ Gurugram shall be enclosed.
- 2) The Agency must have a minimum of five years' experience in providing taxies to reputed Public Sector Companies / Banks / Central or State Government Departments. Proof of at least two contracts minimum contract value of Rs.15lakhs per year relating to supplying of taxi services to Central Government / State Governments / PSUs / Bank in last five years along with attested copies of the supply order to be enclosed with the tender document.
- 3) The Agency should have a minimum annual turnover of average Rs. 30 lakhs during last three financial years i.e. 2022-23, 2023-24 and 2024-25. A copy of turn over statement duly certified by the C.A along with ITR must be enclosed with the tender document.

- 4) The Agency should have its own Bank Account. The Bank statement of the last six months should be attached with the Technical Bid.
- 5) Certified copy of the PAN card shall be attached with the Bid document.
- 6) The Agency should be registered with GST. Certified copy of the registration shall be attached with the Bid document.
- 7) The Agency must have a minimum of 8 eight vehicles not older than December, 2022 registered in its name in Delhi or NCR. A list of such vehicles with registration details should be attached with the bid. The list should also indicate the date of registration of the car. NIOS may ask the agency to produce the original RCs at the time of examination of Technical Bid.
- 8) The Agency shall submit the **Notarized Affidavit** on Non-judicial stamp paper worth Rs. 100/- as per the Annexure-III in respect of the firm has not been blacklisted by any Central Government Department /Ministries/PSU's/Banks, etc. and also have neither been convicted of any offence nor any criminal case(s) is/are pending before any Competent Court.
- 9) The Agency must attach proof of successful and satisfactory completion of at least two contracts with work value of 15lakhs per contract during the last five years from the tender opening date. The certificate should be from prominent organizations (Government organizations / PSUs / Bank reputed private firms).

1. Earnest Money Deposit (EMD)

The bidder should deposit Earnest Money Deposit (EMD) of Rs. 2.25,000/- (Rupees Two Lakh Twenty five Thousand only) in the form of Demand Draft payable to Secretary, NIOS along with the Technical Bid. The bid without EMD or exemption certificate shall be rejected and no correspondence will be entertained on this subject MSME firm will be given exemption as per direction of Govt of India time to time.

12. Performance Bank Guarantee

The successful tendered (s) will have to deposit Performance Bank Guarantee of Rs.3.75000/- from the reputed Bank. The performance bank guarantee should remain valid for a period of sixty days beyond the date of completion of all contractual obligations by the firm. In case the contract is further extended beyond the initial period, the performance bank guarantee will have to be accordingly renewed by the successful tendered (s).

Terms and Conditions of the Contract

A. General

1. The contract will be initially for a period of one year from the date of signing of the agreement which may be extended for a further period of two years on the same rates, terms and conditions on year to year basis depending upon the requirement and administrative convenience of NIOS .Any further extension can be considered on the satisfactory performance of the taxi operators and on mutually agreed terms and condition. The NIOS, however, reserves the right to terminate / curtail the contract at any time after giving one month notice to the said agencies or taxi without assigning any reason.
2. The following type of vehicles to be required time to time:-
 - a) Swift Dzire/ Honda Amaze or Equivalent model
 - b) Ciaz/ Honda City or Equivalent model

- c) Ertiga/ Breeza or Equivalent model
 - d) Innova/innova Vista or Equivalent model
 - e) Tempo Traveler 17 seat or Equivalent model
3. The firm shall quote the L1 rates in the attached the Financial Bid Performa.
 4. NIOS shall accept the L1 rates, so the firm shall quote the competitive rates.
 5. The Successful transporter will be required to provide the vehicles anywhere in Delhi & NCR as and when required by the NIOS.
 6. The date of purchase of vehicle provided should not be earlier than December, 2022
 7. Taxies to be provided by the Contractor(s) should be in perfectly good and sound condition mechanically and suitable for the use of Senior Officers.
 8. The vehicles should be comprehensively insured.
 9. The vehicles will have to be fitted / provided with the following additional accessories / utilities: -
 - a) Clean seat covers
 - b) Quality radio music system
 - c) Reading lamp
 - d) Tissue paper box
 - e) Car perfume
 - g) Seat Belts(Front & Rear)
 - g) Umbrella during Monsoon
 - h) Drinking sealed water bottles
 - i) Pen & Slip Pad
 10. Firms should have sufficient numbers of drivers having experience of driving in Delhi, NOIDA/Greater NOIDA & Ghaziabad/ Faridabad/ Gurugram. The contractor should own a fleet of sufficient number of vehicles so as to ensure prompt and smooth service.
 11. Only such Taxi Operators may apply whose Taxies have been duly authorized by the concerned RTO for use as public transport and who have telephone connections available at their Premises / Garage / Stands from where such taxies are to be operated and can be requisitioned by the NIOS.
 12. The firm should ensure that the drivers employed hold valid driving license, are well trained, well behaved and conversant with traffic rules / regulations and city roads / routes as well as security instructions.
 13. Each driver employed by the firm must have a mobile duly activated.
 14. Each driver should wear proper dress while on duty. Each driver provided to the NIOS along with the vehicle should have police verification.
 15. Punctuality will have to be ensured and log book shall be maintained by the drivers for this purpose. The driver should not leave the office in the evening without prior permission of the attached with concerned officer in any case.
 16. No mileage will be allowed for lunch / tea of the driver. Driver should carry his lunch.

17. A list of drivers who would be deployed on duty along with their valid driving license nos. has to be provided to the NIOS. No driver should be changed unless the officer to whom the driver reports is apprised.
18. The firm should inform in advance about all drivers who would be deployed on duty along with their copy of the Driving License and mobile number.
19. Declaration from the transporter on their letter-head stating that the drivers provided are of Good Character, has police verification, have valid driving license and are aware of the roads of Delhi/NCR is required.
20. The firm should have an adequate number of telephones for contact round the clock and these may be conveyed to this office.
21. The firm should have a provision to take bookings: 365x 24x7.
22. The firm should have the provision for sufficient number of vehicles to be provided during the requirement arises in the Conferences, Meeting, Seminars, etc. in NIOS on the same rate, terms & conditions.
23. The firm should be experienced in providing fleets for events, delegations, meetings and conferences, etc.
24. "Full Day" would imply a run of the Taxi up to 80 kms and 8 hours duration.
25. Full month would imply 2400kms upto 300 hours.
26. Rates once finalized will be fixed initially for a period of one year and may be extended for further two more years on year to year basis on the same rates and terms and conditions.
27. Any complaint from the users regarding poor upkeep, maintenance, non-availability of above accessories or any of the conditions prescribed for drivers not being met, penalty will be imposed as per the NIOS Norms.
28. Any overtime arising due to breakdown of vehicle supplied by Agency shall be on his account and shall not be charged to NIOS.
29. A daily record indicating time and mileage for each vehicle shall be maintained by the driver in a log book in a format as per govt. instructions and the log book shall be submitted to concerned officer in NIOS regularly for scrutiny.
30. The time and mileage shall be taken in to account from the reporting time at the appointed place (both at the time of reporting and closing). **There will be maximum 20km as a dead mileage.** In other words to and fro journeys from the taxi stand to the reporting place and releasing place to taxi stand will be maximum 20km for computing the mileage or time.
31. The tenderer shall be stationed the vehicles in their own Garage before or after the requirement of the vehicles by the NIOS.
32. Once the hiring of vehicles commences from a particular agency/firm, the vehicles and drivers should not be changed unless so requested for by the NIOS. The vehicle must be available at any time of day as desired by the NIOS.

33. The driver provided by the contractor should fulfill the following conditions:
- a) Should be in possession of valid driving license issued by RTO.
 - b) Should not smoke; chew Pan/ Pan masala /Tobacco.
 - c) Should be conversant with the routes of all Government buildings and important roads within Delhi and NCR.
 - d) Should not indulge in any activity inimical to security of the officers travelling in his car.
34. The contractor must also ensure CNG fitment certificate that all the necessary documents (Registration Certificate, Insurance papers, PUC certificate etc.) are available with the driver deployed for duty for the Department.
35. The contractor has to submit an acceptance letter indicating type of vehicle and rates and acceptance of all terms and conditions levied therein. The firm/Agency is required to execute a contract before the service is started.
36. In case of breakdown of any vehicle during duty, it shall be the responsibility of the firm to provide a substitute vehicle, which is of similar make as replacement at the earliest.
37. The liability of the NIOS will be limited to the hiring charges agreed in the contract.
38. No additional terms & conditions over and above the conditions stipulated above shall be entertained by the NIOS.
39. Actual parking charges / Toll charges will be payable along with the monthly bills, only upon submission of the parking bills / toll receipts etc.
40. The agency will be responsible for compliance of all statutory provisions related to minimum Wages, ESIC, EPFO etc, in respect of the drivers deployed by it. The tendering agency will be fully responsible for payment of wages and other dues and compliance of all labour laws, welfare schemes applicable to the drivers deployed by them in the NIOS.
41. While the NIOS has a regular requirement for hiring taxies, it shall have the right not to utilize the services at all at any time for any period without giving any notice. The NIOS will also reserve the right to hire taxies from any other taxi provider of such services even during the period of contract.
42. In case of breach of any of terms and conditions mentioned above, the Competent Authority of NIOS will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by the NIOS in that event and the Security Deposit in the form of Performance Bank Guarantee shall be forfeited.
43. The Bank Guarantee can be forfeited by order of the Competent Authority of the NIOS in the event of any breach or negligence or non-observance of any terms / conditions of contract or for unsatisfactory performance or for non-acceptance of the work order. During the contract period or even after expiry of the contract to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been

received and examined.

- 44. 10% of the daily amount will be deducted in case of delayed reporting by the driver and Rs.2000/- per day will be deducted in case non availability of vehicle on any day in case of hiring on monthly basis.**
45. For all disputes / differences / interpretation etc. whatsoever arising out of or relating to this contract, meaning and operation or effect of this contract or the breach thereof, decision of the NIOS shall be final and binding on both parties.
46. Bidders submitting a tender would be presumed to have read and fully understood all the terms and conditions and instructions contained in the tender documents and parts / annexure thereof. No enquiry, verbal or written, shall be entertained in respect of acceptance / rejection of the tender.
47. NIOS has the right to engage other outside taxi operators for hiring of vehicles as per the L1 rate any time any where local and monthly basis and outstation
48. The Agency shall also submit an undertaking for the acceptance of all Terms and Conditions on the firm letter head as per the format enclosed at Annexure-IV.

B. Terms of Payment:

1. No payment shall be made in advance nor any loan from any bank or financial institution recommended on the basis of the order of award of work.
2. All payments shall be made against the bill duly supported by duty slips/ Log books to be signed by user(s) or concerned authorized officer of this office on monthly basis.
3. NIOS shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in preceding para.
4. The term 'payment' mentioned in this para includes all types of payment due to the contractor arising on account of this contract excluding Earnest Money and Security deposit governed by the separate clauses of the contract.
5. Payments, subject to Tax Deduction at Source (TDS) shall be processed within 21 days of the submission of the complete documents.
6. Duly signed bills in duplicate shall be submitted along with the daily log book / duty slips of Taxi / car's usage signed by the officer who used the vehicle. The car registration number should be mentioned on bill. If car registration number found of before December, 2022 appropriate penalty will be deducted from the bill.

C. Penalty

1. In case of vehicle provided by the concerned agency is not as per terms and conditions, this will attract penalty amounting to Rs. 1000/- @ per event per vehicle.
2. If above continues on regular basis NIOS reserves the right to cancel the contract without giving

statutory one month's notice and performance security of the concerned agency will be forfeited.

D. Condition in case of dispute

1. Any dispute with regard to any point in connection with hiring of vehicles will be referred to NIOS who will discuss the problem mutually and the decision taken by Hon'ble Chairman will be final and binding.
2. For all disputes / differences / interpretation etc. whatsoever arising out of or relating to this contract, meaning and operation or effect of this contract or the breach thereof, decision of the NIOS shall be final and binding on both the parties.
3. Alternative vehicles will be provided at the earliest in case of break-down / accident etc. failing which the taxi will be hired from the open market and the expenses incurred thereon shall be deducted from the monthly bill of the contractor.
4. Inspection of vehicles / drivers shall be carried out from time to time by Section Officer & Dealing Assistant of the Maintenance Section of the NIOS.
5. The tender process of contract can be terminated at any time without any notice at the discretion of the NIOS.
6. In case of any dispute / litigation jurisdiction will be in the Court of Delhi/New Delhi.

Please take note that the L1 will be decided on the basis of eligibility criteria in Technical Bid as mentioned above and Financial Bid received.

**S/d
Secretary**

NATIONAL INSTITUTE OF OPEN SCHOOLING
TECHNICAL BID FOR HIRING OF TAXI SERVICES

All Columns should be filled and documents should be enclosed in support of information

S. No.	Particulars to be given with Documentary proof	Status (to be filled by the Tenderer)
1	Name of the Taxi Operator/Agency with Compete Address Phone (Office) Mobile No: Email Address;	
2	Constitution of the Agency Proprietorship/Partnership/ Private limited Company/Public Limited Company	
4	Name & Designation of the key/top official of the Agency with his/her Mobile Number.	
5	Location of the Garage with Address & Telephone no	
6	Experience for providing taxi services for various reputed organizations preferably to Government/Public Sector Undertakings/ Autonomous bodies/ State Govt. The firms must have experience of having successfully completed similar works during last 05 years.	
7	Total no of vehicles of the type/make Swift Dizire/ Ciaz/Innova/ Innova Vista & Tempo Traveller or equivalent which registration after December,2022 available with the Agency. These vehicles must be registered in the name of the firm/owner. (Enclose self attested copies of RCs) A minimum of 8 vehicles should be of the type/make mentioned above should be registered in the name of bidding firms or in the name of bidding firms owner.	
8	Name of the Existing clients whom the Agency is providing taxi services on Day to day/monthly basis with their name designation of the contact person and Mobile Number attach a list.	
9	Average Annual Turnover of the Agency should be Rs.30,00000/- (Rupees Thirty	

	Lakh) during the last three financial year 2022-2023, 2023-2024 & 2024-2025 (Please enclose copy of Audited Statements of three year and Turnover Certificate from a Chartered Accountant.	
10	IT returns of the Agency for the last Three Assessment year (Attached a self attested copy	
11	PAN No. (Attach a self attested copy)	
12	GST Regn. No. (Attach a self attested copy)	
13	Details of EMD of Rs.2,25,000/- (Rupees. Two Lakh Twenty Five Thousand only) being submitted herewith	Demand Draft No..... Date..... Amount Name of Bank
14.	Details of the exemption, if any (Attach the Copy of the Document)	

UNDERTAKING

I/we hereby submit a undertaking that no legal suit/criminal case is pending against me/us or any of my/our Directors for any violation if PF Act/ESI Act/Labour laws, Road Accidents, Traffic Rules, Etc. or have been earlier convicted on the ground of moral turpitude or for violation of any other law.

Signature of the Authorized
Signatory with Official seal of the Agency

NATIONAL INSTITUTE OF OPEN SCHOOLING

PROFORMA FOR FINANCIAL BID

A. Local Journey:- (The Journey performed in NOIDA, Delhi and NCR shall be treated as local journey)

Duty (Local Basis)	Rate for Swift and Dzire equivalent	Rate for Ciaz and equivalent	Rate for Ertiga and equivalent	Rate for Innova/ Innova Vista and equivalent	Rate for Tempo Traveler (17-22 Seats)
40 Km & 4 Hrs					
80 Km & 8 Hrs.					
Extra Km					
Extra Hrs.					
Night Charges, if any, after 11 pm onwards till 5 am					

B. Outstation Journey (Minimum 200 Km per day)

Duty (Local Basis)	Rate for Swift and Dzire equivalent	Rate for Ertiga/ Ciaz and equivalent	Rate for Innova/ Innova Vista and equivalent	Rate for Tempo Traveler (17 - 22 Seater)
Minimum Charges for 200 km per day				
Extra Km				
Extra Hrs.				
Night Charges, if any, after 11 pm onwards) till 5 AM				

C. Monthly basis

Km & Hrs. Extra Kms	Rate for Swift Dzire/ and equivalent	Rate for Ciaz and equivalent	Rate for Ertiga/and equivalent	Rate for Innova/ Innova Vista and equivalent
2400 Km & 300 Hrs.				
Extra Km				
Extra Hrs.				
Night Charges, if any, after 11 pm onwards till 5 am				

Note: None of the Vehicles should registered prior to December, 2022

Signature of the Authorized Signatory with official seal of the Agency

From the date of issue of Bid

AFFIDAVIT

*(on a non-judicial stamp paper of Rs.100/- to be attested by Public Notary)
to be filled and upload by the Agency/Firm/Bidder*

NO CRIMINAL CASE/NO COURT CASE/ NOT BLACKLISTED

Bid No. : _____
Date : _____
Tender for : **Contract for** _____ **at NIOS premises**
(Headquarters and Regional Centre Delhi)

I, _____, proprietor/partner(s)/director(s) of
M/s _____ (Name of Agency/firm), resident of village _____, P.O.
_____, P.S. _____, District _____, State _____, PIN
_____, do hereby solemnly affirm and declare on oath as under:

- (a) That my Agency/firm has not been blacklisted/ no criminal case/ no court case is pending against in any form involving any Govt. Offices/ Pvt. Agencies.
- (b) That this affidavit shall be in support of my above declaration and shall be submitted before the authority concerned.
- (c) That I am/are the proprietor/partner(s)/director(s) of the Agency/firm carrying on business in the name of M/s _____, situated at _____, P.O. _____, P.S. _____, District _____, State _____, PIN _____. This is true and correct.
- (d) That there is no any Government dues/ recovery outstanding against me or my/our Agency/firm M/s _____. This is true and correct.
- (e) That neither I nor my/our Agency/firm is involved in any arbitration/litigation cases. This is true and correct.
- (f) That no near relative(s) of mine, my/our Agency/firm or my/our employees/agents is/are working as Gazette/ Commissioned Officer in NIOS/ Ministry/ Ministry of Defense. This is true and correct.
- (g) That my/our Agency/firm is neither debarred nor blacklisted in any Government Department.
- (h) That my/our Agency/firm has not been banned by any Govt. Department/ Semi Govt./ PSU/ Public Sector.
- (i) That this affidavit is in support of my/our above declaration made in the above paragraphs and it shall be submitted before the buyer as and when required.

Deponent

VERIFICATION

Verified that the statements made above are true to my/our knowledge, belief and information and nothing has been concealed therein and I/we sign this verification of this the _____ day of _____, 2025, at _____.

Deponent

BID ACCEPTANCE LETTER

(to be filled by the Agency/Firm/Bidder on Agency/firm Letter Head and upload)

To,
Secretary, NIOS
A-24-25, Sector-62,
NOIDA

Date: _____

Subject : Acceptance of Terms and Conditions & Specifications including all the attached document of the BID
Tender for : Contract for _____ at NIOS premises
(Headquarters and Regional Centre Delhi)
BID No : _____ dated _____

Sir,

I/We, **M/s** _____ (Agency/Firm name) have downloaded the BID document for the above-mentioned BID from the GeM portal.

I/We hereby certify that, I/we have read the entire terms and conditions & specifications of the BID document (**including all documents which have been attached in this Bid like Scope of Work, Service Level Agreement, Payment terms, Penalty Clause, corrigendum or any other document*) which will form part of the contract agreement and I / we shall abide hereby by the terms and conditions & specifications / clauses contained therein.

The corrigendum(s), if any, issued from time to time by your department/organizations related to this BID too have also been taken into consideration, while submitting this acceptance letter.

I/We hereby unconditionally accept the BID terms and conditions & specifications including Scope of Work and any other document (*which is/are attached in Bid Document*) of above-mentioned BID document/corrigendum(s) in its totality/entirety.

I/We certify that all information furnished by my/our Agency/firm/company is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore may summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

Signature of Owner/ Proprietor/Authorized Signatory
with Agency/Firm seal and date

Place:

Date: