

No.HUDCO/Supply of Petrol & Lub./2022

06th May, 2022

Sub: Empanelment for supply of Petrol and other lubricants for 13 number HUDCO staff cars

Dear Sir,

HUDCO (A Govt. Of India Enterprise) at present has a fleet of 13 vehicles. There is a consumption of one lakh to one lakh twenty five thousand per month on petrol for our vehicles. We intend to engage agency for supply of petrol, oil and other lubricants for all HUDCO vehicles on credit basis.

If your firm is interested, and the terms and conditions for supply of the petrol, oil and other lubricants is acceptable to you as per Technical Bid, on credit basis along with discount, you are requested to quote your rates of petrol and lubricants in the enclosed format in the Financial Bid.

The bids are invited under two bid system (Technical & Financial Bid) and may be submitted in three sealed cover envelopes separately. The first envelope shall contain the Technical Bid, and the envelop should be super scribe as "Technical Bid". The second envelope shall contain the Financial Bid and should super scribe as "Financial Bid".

Both these sealed envelops of Technical Bid and the Financial Bid should be kept in the third envelope super scribing "Quotation for supply of fuel for HUDCO vehicles", and has to be sent to the address given below, so that the same may reach to us and dropped in the tender box kept on 5th Floor of HUDCO Bhawan, IHC, latest by 12.05.2022 by 11.30 AM:

Asst. General Manager (Admn)
HUDCO, HUDCO Bhawan,
India Habitat Centre,
Lodhi Road,
New Delhi – 110003

The empanelment can be for one year from the date of award of letter, however it can be extended for a further period of two years (one year at a time), on the same rates – terms and conditions, if the services are found satisfactory.

Thanking you,

Yours faithfully,

Sunam Sunil
Asst.General Manager (Admn)

Encl: As above

TECHNICAL BID

1. Name of the Agency:
2. Complete Address with Telephone No:
3. Number of years in existence:
4. PAN Number:
5. GST Number:
6. Distance between HUDCO and your petrol pump:
7. Opening and closing hours of the petrol pump:

Signature _____
Name of the Authorised Person with company seal

FINANCIAL BID

1. Discount on Petrol: _____
2. Discount on Oil and Lubricants: _____
3. For supply of petrol and other lubricants:
 - (a) Deposit required (if yes, how much): Yes/No_____
 - (Preference shall be given who will supply
Fuel on credit basis)** Rs. _____
 - (b) Extra charge on billing (if any, how much) Yes/No_____
 - Rs. _____
4. Any other service/facility offered "Free of cost": _____

Signature_____

Stamp of the authorised officer of the agency