

**NAVI MUMBAI MUNICIPAL TRANSPORT  
UNDERTAKING**

**Belapur bhavan,8<sup>th</sup> Floor,Sec-11, CBD, Navi Mumbai-400614**

**PURCHASE DEPARTMENT**

**Supply of Oil, Grease & Coolant**

**E-Tender Notice No.** : NMMT/TM/PO/02/2026-27

**Name of Work.** : Supply of Oil Grease & Coolant

**Date of sale  
(Tender Download & Submission)** : Dt. 08/05/2026 15.00 Hours onwards  
to  
Dt. 15/05/2026 upto 15.00 Hours

**Date of Opening** : Dt. 18/05/2026 At 16.00 Hours  
(If possible)

**E.M.D.** : Rs.1,00,000/- To be paid by Net  
Banking/any bank Credit or Debit Card  
Only.

**Tender Price** : Rs.7,080/- (INCL.GST) (Non – Refundable) To be  
paid By Net Banking/any bank Credit or  
Debit Card.

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## **SCHEDULE 'A' PART I**

E-Tenders are invited for the following Work, Bidder should be only OEM/Authorized Dealer of OEM. Recommended by Bus Manufacturer like M/s. Ashok Leyland, M/s.Tata Motors Ltd, M/s. Eicher, M/s. Volvo with adequate experience only of Similar Works. Regarding tender and any other information will be available from the Office of the Executive Engineer (Mechanical), NMMT, Belapur Bhavan, 8<sup>th</sup> floor, Sec-11, CBD Belapur, Navi Mumbai, on all working days except Sundays and Public Holidays declared by Government of Maharashtra, during working hours as mentioned below.

1. Name of Work:- **Supply of Oil, Grease & Coolant**  
Estimated cost :- **Rs.17,02,402/-**
3. **Period of sale and Upload of Tender documents :-**  
**From 08/05/2026 to 15/05/2026** can be downloaded from official website  
(<https://mahatenders.gov.in>)
4. Pre-bid meeting will be held at NMMT, Belapur Bhavan, 8th Floor, CBD Belapur, Navi Mumbai on dated 12/05/2026 at 15.00 hrs.
5. **Cost of each tender form Rs.7,080/- (Incl.GST)** through payment gateway available of tendering portal via net banking/Credit Card/Debit Card in favor of Navi Mumbai Municipal Transport Undertaking.
6. **Earnest Money Rs.1,00,000/-** To be paid by way of net banking/Credit Card/Debit Card along with Tender.
7. **Period of Submission of Tender (Online) 08/05/2026 from 15.00Hrs. to 15/05/2026 up to 15.00 Hrs** (<https://mahatenders.gov.in>)
8. Probable date and time of opening - Date: 18/05/2026 at 16.00 Hour of Tender. (if possible)
9. **Eligibility:-**
  - i) Company/Firm Registration
  - ii) Average Annual financial turnover during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be **Rs.17 Lakhs.**
  - iii) Experience of having successfully completed similar works during last 3 years.
  - iv) Bidder should be only OEM/Authorized Dealer of OEM. Recommended by Bus Manufacturer like M/s. Ashok Leyland, M/s.Tata Motors, M/s. Eicher, M/s. Volvo
10. Joint Venture is not allowed. No Relationship with corporate (s) See clause 12 of Detailed Tenders Notice.
11. **Document /Certificate to be uploaded/Attached**
  - i) Power of Attorney for signing tender document, if applicable.
  - ii) Copy of partnership deed, if applicable
  - iii) GST Registration Certificate
  - iv) Undertaking of Tenderer on Rs.500 stamp as per annexure-2
  - v) Firm details annexure-3
  - VI) PAN card copy/ Income tax Number
  - Vii) Company or Firm Registration Certificate (Shop and Establishment Act/Incorporation Certificates) for this item
  - Viii) CA certified Certificate for last 3 year's turnover with UDIN required.

- ix) Affidavit on Rs.500 stamp paper as per annexure-8
- x) List of work in hand as per annexure-6
- xi) Mention mileage for each Oil per Km
- xii) Product API certification of competent authority for Oil.
- xiii) All Annexure duly signed and Stamped.

**12. Validity Period** – The offer of the Contractor shall remain valid for 120 **days from the** date of opening of the Tender.

**13.** Initial Security Deposit:- 5% of the tender cost should be submitted by successful contractor before placing of work order.

**14.** Completion Period – **12 Months + 4 Months**

**15.** Tenderer/Bidder notes that applicable stamp duty for agreement Should **be paid by** successful Bidder.

**16.** The Oil Carries API-CI/GL required as per OEM Specification.

**Tenderer should submit recent supply detail along with Test Certificate.**

**18.** All rights of rate finalization, Quantity Distribution (with L1 rate) is reserved with NMMT.

**Signature of Tenderer**

**Signature of Executive Engineer (Mech.)**

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## SCHEDULE 'A' – PART II

### OIL CHANGE INTERVAL

Sr.No.	DISCRIPTION	Required Oil Change Interval in KM	TEDERERS QUOTE IN KM
1	<b>Engine Oil</b> 15W40 API CI-4 Plus	80,000	
2	<b>Gear Oil</b> 80W90 API-GL-5	80,000	
3	<b>Gear Oil</b> 85W 140, GL-5	80,000	
4	<b>Power Steering Oil</b> (Rane ZF/ DEXRON -2)	1,60,000	
5	<b>Coolant Concentrated</b> (ethylene glycol antifreeze coolant) Ready to Use	2,00,000	
6	<b>Bearing Grease RR3</b>	1,00,000	
7	Chassis Grease ( Lithium MP )	As per OE Recommended	

(Supporting Document required as per Schedule 'A' must be furnish in order to "Brand/Make" gets approve as per Tender conditions) experience of supplying "**Offered Brand**" must be furnished in technical bid.

#### Declaration by Tenderer

We hereby agree the complete terms and conditions of this Tender document and if Tender awarded to us we will supply material as per OEM Specification and offered Brand. We also agree for Penalty and other conditions specified as per Schedule- "C".

**SIGNATURE OF TENDERER  
&  
RUBBER SEAL OF ORGANISATION**

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## Annexure-1

### DETAILED TENDER NOTICE TO CONTRACTOR

#### 1.0 Notice Inviting Tenders

1.1 Online Tender is invited by and on behalf of Transport Manager, Navi Mumbai Municipal Transport Undertaking from Eligible bidders for the proposed Work specified in Schedule 'A'.

#### 2.0 ISSUE OF TENDER

2.1.Tender book may be buy from E-tendering website <https://mahatenders.gov.in>

2.2 Price of Blank Tender form cost must be paid by Net Banking/any bank Credit or Debit Card.

2.3 The Tender Document is not transferable. Only the Tenderer who has purchased the tender form shall be entitled to bid in the Tender.

#### 3.0 LANGUAGE OF TENDER / CONTRACT

The language of the Contract shall be English/Marathi and all correspondence, drawings etc. shall conform to the English/Marathi language.

#### 4.0 PREBID CONFERENCE

4.1 A Prebid Conference of all the intending Tenderers will also be held at the scheduled date and time indicated in Schedule 'A' of the tender. Intending Tenderers will be allowed to seek clarification and suggest suitable modifications in specifications, conditions of the Contract etc.The Undertaking will communicate such changes that are accepted by it, to all the intending Tenderers who have purchased the Tender document from the Undertaking. Only such changes that are so communicated shall be binding on the Undertaking and all the Tenderers.

4.2The Tenderer should get its doubts cleared during pre-bid meeting only, if provided in the tender. In case no pre-bit meeting is to be held, the tenderer should seek clarification of any doubts in writing seven (7) days before the last date for receipt of tenders.

#### 5.0 VALIDITY OF BIDS

The bids will be valid for the period indicated in Schedule 'A'

#### 6.0 EARNEST MONEY

6.1The Tenderer shall deposit the amounts indicated in the Tender Notice as Earnest Money Deposit (EMD).The Earnest Money shall be paid by Net Banking/any bank Credit or Debit Card. The failure or omission to deposit the Earnest Money shall disqualify the Tender and the Undertaking shall exclude from its consideration such disqualified Tender(s). No interest shall be payable by the Undertaking in respect of such deposited Earnest Money.

The tender should refer user's guide while depositing EMD through the e-tendering website <https://mahatenders.gov.in>

#### 7.0 FORFEITURE OF EMD

7.1The Tenderer shall not revoke his Tender or vary its terms and conditions without the consent of the NMMT Undertaking during the validity period of Tender, failing which the Earnest Money deposited by it shall stand forfeited to the Undertaking without prejudice to its other rights and remedies and the Tenderer shall be disentitled to submit a tender to the Undertaking for execution of any Work during the next 24 months effective from the date of such revocation.

7.2 If Successful Tenderer does not pay the Security Deposit in the prescribed time limit or fails to sign the agreement bond, his Earnest Money Deposit will be forfeited by the Undertaking.

## **8.0 REFUND OF EARNEST MONEY**

The Earnest Money of unsuccessful Tenderers shall be refunded after the successful Contractor furnishes required Initial Security Deposit to the Undertaking and sign the agreement within 2 Months.

## **9.0 COST OF TENDER**

9.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender Price of blank tender form must be to be paid by net banking/any bank credit or Debit card. The Undertaking shall in no case be responsible or liable for these costs, regardless of the Conduct or the outcome of the Tendering process.

9.2 Tender Service charges

The Tenderer shall bear all costs associated with tender services.

## **10.0 ELIGIBLE TENDERERS**

Only those Contractors fulfill the Eligibility criteria as mentioned in the Schedule 'A' of the tender notice are eligible to submit their tender for this Work.

## **11.0 SPARE CAPACITY OF WORK FOR TENDERING**

The Tenderers shall be eligible to submit the tender to the Undertaking subject to the essential condition that the price tendered by him together with the value of the outstanding Works under execution by him for the Undertaking or any other employer shall not be more than four times the value of the average annual turnover of Works executed during the preceding three financial years ending 31st March.

## **12.0 RELATION SHIP WITH CORPORATOR(S)**

Tenderer shall not be associated presently or in the past with any of the office bearer or Corporator of the Navi Mumbai Municipal Corporation /Undertaking either directly or indirectly as specified in the section 10(f), (g) of BMC Act. 1949. The Tenderer shall furnish an Affidavit on a Non-Judicial stamp paper of Rs.500/- If any information so furnished shall be found to be untrue or false, the tender shall be liable to be disqualified and the Earnest Money / S.D. accompanying such tender shall stand forfeited to the Undertaking. If the information so furnished shall be found to be untrue or false during the currency of the contract the Tenderer shall be held to be in default and the contract if any awarded to him shall be liable to be terminated with its consequences.

## **13.0 TIME OF COMPLETION**

The period of completion of Works is enumerated under Schedule 'A'.

## **14.0 SCHEDULE OF RATES AND QUANTITIES**

14.1 The rates should firm for one year and quantity and total value can be varied up to  $\pm$  25%.

14.2 All the tender items are priced **as mentioned in Schedule B of Tender.**

14.3 The Contractors are expected to work out their own rates based on the offered specification and finally arrive at the cost of the Work in the appropriate places. The contractor rate should be mentioned in front of in Schedule B.

## **15.0 INSPECTION OF SITE AND SUFFICIENCY OF TENDER**

15.1 The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the Works and of the rates and prices quoted in the schedule of Works/items/ quantities or in bill of quantities, which rates and prices shall, except as otherwise provided, cover all his obligations under the contract and all matters and things necessary for proper completion and maintenance of the Works/Services.

15.2 No extra charges consequent on any misunderstanding or otherwise shall be allowed.

## **16.0 MANNER OF SUBMISSION OF TENDER**

The tenders should be submitted online at <https://mahatenders.gov.in>

16.2 Postle, Telex, cable or facsimile offers will be rejected.

## **17.0 LAST DATE FOR SUBMISSION**

**17.1** Sealed Tender offers shall be received at the address specified above not later than the time and date specified in the Schedule 'A' of the Tender .

**17.2** In the event of the specified date for the submission of Tender offers being declared a holiday, the offers will be received up to the appointed time on the next working day

**17.3** The Undertaking may, at its discretion, extend this deadline for submission of offers by amending the Tender Documents, in which case all rights and obligations of the Undertaking and Tenderer will thereafter be subject to the deadline as extended.

**17.4** Any Tender offer received by the Undertaking after the deadline for submission of Tender offer prescribed by the Undertaking, pursuant to the clause above, will be rejected and / or returned unopened to the Tenderer.

## **18.0 MODIFICATION AND WITHDRAWAL OF OFFERS**

The vendor may modify or withdraw his offer after its submission, provided that written notice of the modification or withdrawal is received by the Undertaking prior to the closing date and Signature of Tenderer No. of Corrections Signature of Executive Engineer (Mech.) time prescribed for submission of offers. No offer can be modified by the vendor, subsequent to the closing date and time for submission of offers.

## **19.0 CONTENTS**

**19.1** Tenders are invited in two envelope system. The completed Tender shall be submitted technical and price bid separately.

**19.2** The two envelope shall contain the following.

### **Envelope No.1 (Technical Bid)**

This should contain all the documents mentioned below. This Envelope may contain other documents also such as Technical bids, drawings, etc as mentioned in the Tender notice.

- a) List of all the documents enclosed in the envelope.
- b) The Scan copy of Tender form fee receipt.  
(Where it is downloaded from the official website).
- c) Undertaking in Annexure '2' duly signed by a person holding a valid Power of Attorney.
- d) Power of Attorney authorized the person to sign the Tender Document (see clause
- e) Receipt of the EMD paid in the form of RTGS/NEFT or Payment Gateway (as per clause 6.0 above).
- f) Self attested copy of the valid registration certificate (as requested by the eligibility condition at Annexure 'A')
- g) Turn Over certificate/balance sheet of firm.
- h) Details of firms in Annexure-3.
- i) The Tenderer shall furnish a statement showing the type and magnitude of work done with last 3 years as per Annexure-4.
- j) List of works in hand as on the date of submission of this tender.
- k) List of works in tenderer as on the date of submission of this tender Annexure 6.
- l) Details of Technical personnel available with the contractor in Annexure -7.
- n) Affidavit on a non-judicial Stamp paper of Rs.500/-
- o) PAN card copy/Income Tax Number.
- p) Company or Firm registration certificate (shop and Establishment Act. Certificate/Incorporation certificates.
- Q) GST registration Certificate

**Envelope No.2 (Financial Bid)**

The Price should be submitted / uploaded separately online only in BOQ (Excel Sheet Only). The Financial Bid should be written both in words and figures at appropriate places.

**20.0 IMPORTANT POINTS TO BE NOTED BY THE TENDERER**

- a) On receipt of blank Tender form the Tenderer should ensure that no corrections or over writings or erasures are left to be attested by the competent authority of the Undertaking.
- b) The price-bid shall be inclusive of all taxes, Local taxes, etc. to be paid by the Tenderer for the Work and claim for extra payment on any such account shall not be entertained. Any change that will be made in the Tender paper by the competent authority after issue of the Tender will be intimated to the Tenderer in the form of Corrigendum/Addendum for incorporating the same in the Tender before submitting the Tender.
- c) Price-bid should be written both in words and figures in the Schedule 'B', at appropriate places.
- d) No alterations and additions anywhere in the Tender Document are permitted. If any of these are found, the Tender may be summarily rejected. The Tenderer should get his doubts cleared during pre-Tender meeting only if provided in the Tender.

In case if no pre-bid meeting is to be Signature of Tenderer No. of Corrections Signature of Executive Engineer (Mech.) held the Tenderer should seek clarification or any doubt in writing 7 days before the last date for receipt of Tenders.

- e) In case of firm, each partner or power of attorney holder shall sign the Tender and the signatures shall be attested as witness by a reputed person in the space provided for the purpose.

The attested copies of power of attorney of person signing the Tender shall be enclosed with the Tender. The power of attorney shall be signed by all partners. In case of private limited/public limited companies, the power of attorney shall be supported by Board resolutions and appropriate and adequate evidence in support of the same shall be given.

- f) All pages and pasted slips should be signed by the Tenderer.
- g) No page shall be added or removed from the set of Tender Document.
- h) Tenderer shall be deemed to have studied the schedule of Works / Items / Quantities / Rates, all plans, specifications, terms and conditions, shall inspect and examine the bus and its surrounding and shall satisfy himself before submitting his Tender as to the nature of the ground and subsoil (so far as is practicable), the form and nature of the bus, nature of the Work and materials necessary for the completion of the Works and means of access to the site, the accommodation he may require and in general shall himself obtain all necessary information as to risk, contingencies, obligations under the Contract and all matter and things necessary for proper completion and maintenance of the Works. No extra charges consequent on any misunderstanding. A declaration and an undertaking to this effect should be signed by the Tenderer in the form attached.
- i) The Tenderer shall submit the Tender which satisfies each and every condition laid down in this Tender notice, failing which the Tender will be liable to be rejected conditional Tenders will be rejected.

## **21.0 CORRUPT OR FRAUDULENT PRACTICES**

The Undertaking requires that the bidders/suppliers/ Contractors under this Tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Undertaking defines for the purposes of this provision, the terms set forth as follows:

a) “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution;

And

b) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or a execution of a contract to the detriment of the Undertaking, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Undertaking of the benefits of the free and open competition; The Undertaking will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question; The Undertaking will a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

## **22.0 MANNER OF OPENING OF TENDER**

The Tender received within the schedule time and date specified in the Tender Notice will be opened as per the specified program in the office as mentioned in the Tender Notice (If Possible). The tenders will be opened in the presence of Tenderers or their authorised representatives who choose to remain present tender will be open online in the presence of Tender Committee and e-tendering Administrator.

## **23.0 PROCESS TO BE CONFIDENTIAL**

Information relating to the examination, clarification, evaluation and comparison of bids and the award of a Contract shall not be disclosed to Bidders or any other person not officially concerned with such process until the award to the successful Bidder has been announced.

## **24.0 PRELIMINARY SCRUTINY**

The Undertaking will scrutinize the offers to determine whether they are complete, whether any errors have been made, whether required technical documentation have been furnished, whether the documents have been properly signed, and whether the offers are generally in order. Prior to the detailed evaluation, the Undertaking will determine the substantial responsiveness of each offer to the Tender Documents. For purposes of these Clauses, a substantially responsive bid is one that confirms to all the terms and conditions of the Tender Documents without material deviations. The Undertaking’s determination of an offer’s responsiveness is to be based on the contents of the Tender offer itself without recourse to extrinsic evidence. A Tender offer determined as not substantially responsive will be rejected by the Undertaking and may not subsequently be made responsive by the Bidder by correction of the non-confirmity. The Undertaking may waive any minor infirmity or irregularity in a Tender offer, which does not constitute a material deviation. This shall be binding on all Tenderers and the Undertaking reserves the right of such waivers.

## **25.0 CLARIFICATION OF OFFERS**

To assist in the scrutiny, evaluation and comparison of offers, the Undertaking may, at its discretion, ask some or all vendors for technical clarification of their offer. The request for such clarifications and the response shall be in writing. To speed up the Tender process, the Undertaking, at its discretion, may ask for any technical clarification to be submitted by means of facsimile by the Tenderer. In such cases, original copy of the document

describing the technical clarifications must be sent to the Undertaking by means of courier / in person.

## **26.0 REJECTION OF TENDERS**

The Tenders are liable to be rejected if the Tenderer

- Does not submit EMD.
- Does not submit Undertaking on Rs.500/- stamp paper. (Annexure-2)
- Does not disclose the full names and address of all his partners in case of a Partnership Concern;
- Does not submit the information as called for in Annexure ( 3 to 8)
- Does not submit affidavit on Rs. 500/- Stamp Paper. (Annexure - 9)
- Fails to fill completely all the Performa provided in the Tender including Performa of submission of Tender and amount columns in Price Bid Schedule - 'B';
- Tries to contact the Undertaking on any matter relating to its bid, or tries to influence the Undertaking in its decision on bid evaluation; bid comparison or Contract award from the time of the bid opening to the time of contract is awarded.
- stipulates any condition in the Tender;
- Stipulates the validity period less than what is stated in the form of Tender;
- does not quote rates inclusive of GST & other Government Taxes.

## **27.0 SHORT – LISTING OF VENDORS**

The Undertaking will short-list technically qualifying vendors and commercial offers of only these vendors will be opened at suitable time.

## **28.0 OPENING OF COMMERCIAL OFFERS**

The Undertaking shall notify the date of opening of the commercial bids to all the Tenderers. On such notified date the Envelope No. 2 will be opened.

## **29.0 ACCEPTANCE OF TENDER**

**29.1** Acceptance of Tender on behalf of the Undertaking shall be done by an officer(s) to whom the powers are delegated by the Transport Manager.

**29.2** The Undertaking is not bound to accept the lowest or any tender. The Undertaking reserves the right to reject any or all Tenders received without assigning any reason whatsoever.

## **30.0 INTIMATION TO SUCESSFUL TENDERERS**

The acceptance of Tender may be communicated to the successful Tenderer in writing or otherwise either by the Tender opening Authority or any Authority in the Undertaking.

## **31.0 SECURITY DEPOSIT**

The Contractor shall pay a Security Deposit equal to five percent of the contract sum as security for due fulfillment of the contract, unless otherwise stated in the Tender Documents The mode of making this deposit is as under.

### **a) Initial or contract deposit.**

It is optional to the Tenderer to make the initial Security deposit in any one of the following ways:

- i) Wholly in cash or.
- ii) Wholly in form of National Saving Certificate pledged in favor of the Undertaking or Bank Guarantees / Fixed deposit from Nationalized / Scheduled Banks in the enclosed format.
- iii) Partly in cash and partly in form of National Saving Certificate pledged in favor of the Undertaking or Bank Guarantees / Fixed Deposit from Nationalized / Scheduled Banks in the enclosed format.

**b)** All compensation or other sums of money payable by the Contractor under the terms of this contract or any other account whatsoever, may be deducted from or paid by the sale of a sufficient part of this Security Deposit/retention money or from the interest arising there from or from any sums which may be due or may become due to the Contractor by the Undertaking on any account whatsoever, and in the event of his Security Deposit/retention

money being reduced by reason of any such deduction or sale as aforesaid, the Contractor shall within 15 days of receipt of notice of demand from the Executive Engineer make good the deficit. In the event of the said deposit having been made by the Contractor by delivery to the Undertaking by the Guarantee of the Bankers of the Contractor, and of the Contractor under any of the provisions of this contract becoming subject to or liable for any penalty for damages liquidated or unliquidated or of the said deposit becoming forfeited or any breach or failure or determination of contract, then, and in such case the amount of any such penalty or damages and the deposit so forfeited is not previously paid to the Transport Manager, shall immediately on demand be paid by the said Bankers to Undertaking and may be forfeited by the Transport Manager under and in terms of the said Guarantee.

### **32.0 EXECUTION OF CONTRACT DOCUMENT**

The successful Tenderer after furnishing Initial Security Deposit, is required to execute an Agreement in duplicate in the form attached with the Tender Documents on a stamp paper of proper value. The proper value at present is Rs. 100/-. The agreement should be signed within a month from the date of acceptance of the Tender. The Contract will be governed by the Contract agreement, the General Conditions of the Contract (G.C.C.), and the Special Conditions of the Contract and other documents as specified in the G.C.C.

### **33.0 STAMP DUTY, LEGAL AND STATUTORY CHARGES**

It shall be incumbent on the successful Bidder to pay stamp duty for the Contract agreement, as applicable on the date of the execution.

### **34. LICENCES**

The successful Tenderer should comply statutory instruction of contract labour & will be required to produce to the satisfaction of the Executive Engineer a valid contract labour license issued in his favour under the provision of the Contract Labour License (Regulation and Abolition) 1970, before starting the Work. On failure to do so, the acceptance of the Tender is liable to be withdrawn and also the Earnest Money is liable to be forfeited.

### **35.0 RIGHTS OF THE UNDERTAKING**

The Undertaking reserves the right to suitably increase/reduce the scope of Work put to this Tender. The right to split up the Work in two or more parts is reserved by the Undertaking and also the right to award the Work to more than one agency is reserved.

### **36.0 INTERPRETATION OF THE CLAUSES IN THE TENDER DOCUMENT/ CONTRACT DOCUMENT**

In case of any ambiguity in the interpretation of any of the clauses in Tender Document or the Contract Document, interpretation of the clauses by the Undertaking shall be final and binding on all parties.

### **37.0 NOTICE TO FORM PART OF CONTRACT**

Notice of Tender and these instructions shall form part of the contract.

**NAVI MUMBAI MUNICIPAL TRANSPORT**

Tender Notice No.NMMT/TM/PO/02/2026-27

**Annexure –2**

**UNDERTAKING**

**(On a Rs. 500/- Stamp paper)**

The information / documents submitted by us are true to our knowledge and if the information /documents so furnished shall be found to be untrue or false, the Tender shall be liable to be disqualified and our Earnest Money accompanying Tender will be forfeited. Also I/We aware that if the information / document found to be untrue or false during the currency of Contractor Contract liable to be terminated. .... I / We hereby declare that I/ We have made myself / ourselves thoroughly conversant with the sub-soil conditions regarding all materials and labour of which I / We have based my / our rates for this Work. The specifications, conditions bore results and lead of materials on this Work have been carefully studied and understood by me / us before submitting this Tender. I / We undertake to use only the best materials approved by the, Executive Engineer, N.M.M.T. or his duly authorized assistant,before starting the Work and to abide by his decision. I/ we agree that the amount of Earnest Money shall not bear interest and shall be liable to be forfeited to the Undertaking, should I/we fail to (i) Abide by the stipulation to keep the offer open for the period of 120 days from the date fixed for opening the same and thereafter until it is withdrawn by me/ us by notice in writing duly addressed to the authority opening the Tenders. (ii) Security Deposit as specified in Schedule ‘A’ and within the time limit laid down in 24 of Detailed Tender Notice. The amount of earnest money may be adjusted towards the security deposit or refunded to me /us if so desired by me/us in writing, unless the same or any part thereof has been forfeit as aforesaid. Should this Tender be accepted I/ we hereby agree to abide by and fulfill all the terms and provisions of the conditions of contract annexed hereto so far as applicable and in default thereof to forfeited and pay to NMMT the sums of money mentioned in the said conditions.

In respect of the sum of \*Rs..... is herewith deposited online the Earnest Money (a) the full value of which is to be absolutely forfeited to N.M.M.T. should I/ we not deposit the full amount of security deposit specified in the Detailed Tender Notice.

Tenderer .....  
Address .....

.....  
Date the ..... day of ..... 20

**Signature of Tenderer**  
(witness) .....

**Signature of Witness**  
Address .....

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## Annexure –3

### Firm Details

1. Name of Firm and Class of Registration with Validity date & value of Registration

2. Address for communication, Telephone No. & E – mail

3. Details of Proprietor / Partners / Director

Name Address Qualification and Experience

4. Annual Turnover

Previous Financial year (Y-1) 2022-23

2<sup>nd</sup> Previous Financial year (Y-2) 2023-24

3<sup>rd</sup> Previous Financial year (Y-3) 2024-25

Certified copy of Audited Balance Sheet

Profit / Loss statement attested (Yes/No.)

5. Details of Black Listed & Litigation

6. Remarks

Signature of Proprietor or Authorized person of the Firm

Signature of Tenderer

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## Annexure –4

Details of Works of similar type and magnitude carried out by the Tenderer (last 3 years)

Name of the tenderer :

Sr. No.

Name of Work

Type of Work Name of Department & Address

Cost of Work

Date of starting

Stipulated date of completion

Actual date of completion

Remarks

1)

2)

3)

**Note:** - The turnover amount should be certified and audited by CA of firm and separate sheet

Should be enclosed.

**Signature of Tenderer**

**NAVI MUMBAI MUNICIPAL TRANSPORT**

Tender Notice No.NMMT/TM/PO/02/2026-27

**Annexure –5**

**List of Work in Hand as on the date of submission of this Tender**

**Sr. No. Name of Work Name of Deptt. & Address**

**Work In Hand**

**Anticipated Date of Completion**

**Remark**

**Tender Cost of Remaining Work**

**Signature of Tenderer**

**NAVI MUMBAI MUNICIPAL TRANSPORT**

Tender Notice No.NMMT/TM/PO/02/2026-27

**Annexure –6**

**List of Works tendered as on the date of submission of this Tender**

**Sr. No. Name of Work Name of Dept. & Address.**

**Works tendered for**

**Remark**

**Estimated Cost Date when decisions expected**

**Stipulated date of period of completion**

**Signature of Tenderer**

**NAVI MUMBAI MUNICIPAL TRANSPORT**  
Tender Notice No.NMMT/TM/PO/02/2026-27

**Annexure – 7**

**Details of Technical Personnel available with the Contractor**  
**If Applicable**

**Signature of Tenderer**

**NAVI MUMBAI MUNICIPAL TRANSPORT**

Tender Notice No.NMMT/TM/PO/02/2026-27

**ANNEXURE – 8**

**AFFIDAVIT**

**ON STAMP PAPER OF VALUE OF RS. 500/-**

I/We hereby state that we are aware of the provisions of section 10(1) 10(f) & (g) of the BMPC Act.1949 which is reproduced below, and solemnly state that we have no partnership or any share of the any Corporator of any Undertaking in our company and are not associated presently or in the past with any of the office bearers of the Navi Mumbai Undertaking either directly of Indirectly. Extract of Sec 10 of BMPC Act: 10 (e) Subject to the Provision of section 13 and 404, a person shall be disqualified for being elected and for being a councillor. 10 (f) Subject to the Provisions sub-section (2) has directly, by himself or his partner any share or interest in any contract or employment with by or on behalf of the Undertaking.” 10(g) “Having been elected a councilor is retained or employed in any professional capacity in connection with any cause of proceeding in which by or on behalf of the Undertaking.” We are aware that the above information if found to be untrue or false, we are liable to be disqualified and the Earnest Money accompanying the Tender shall stand forfeited to the Undertaking. We are also aware that if the information produced above if found to be untrue or false during the currency of the Contract. We shall be held to default and the Contract, if any awarded to us, shall be liable to be terminated with all its concurrences.

Tenderer .....

Address .....

.....

Date the ..... day of .....2026

Witness

.....

Address .....

.....

Occupation ..... Signature of Witness

**Signature of Tenderer**

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## GENERAL CONDITIONS OF CONTRACT

### PART – I

#### INTERPRETATIONS AND DEFINITIONS

##### 1. Singular and Plural.

Where the context so requires, words importing the singular shall also mean the plural and vice versa.

**2. Gender** Words importing the masculine gender shall also include the feminine gender.

**3. Definitions** (a) ‘Undertaking’ shall mean Navi Mumbai Municipal Transport Undertaking as incorporated under the BPMC Act, 1949.

(b) The ‘Transport Manager’ shall mean the time being holding that office and also his successor and shall include any officer authorized by him.

(c) The ‘Engineer’ shall mean the Executive Engineer appointed for the time being or any other officer or officers of the Undertaking who may be authorized by the Transport Manager to carry out the functions of the Engineer.

(d) ‘Engineer’s Representative’ shall mean Executive Engineer/ Deputy Engineer/ Sectional Engineer /Junior Engineer/Assistant Workshop Superintendent or any other municipal employee or employees appointed from time to time by the ‘Engineer’ to perform the duties set forth in Clause No.66 here of and generally to assist the Engineer for the purpose of the contract and whose authority shall be notified in writing to the contractor by the Engineer.

(e) The ‘Contract’ shall mean the tender and acceptance thereof and the formal agreement if any, executed between the Contractor, and the Corporation together with the documents referred to therein including these conditions and appendices and any special conditions, the specifications, designs, drawings, price schedules, bills of quantities and schedule of rates. All these documents taken together shall be deemed to form one Contract and shall be complementary to one another.

The order of precedence in case of discrepancies shall be as under,

1. Contract Agreements.
2. The letter of Acceptance.
3. Notice inviting Tender & Instructions to Tenderer.
4. Special Conditions of Contract.
5. The General Conditions of Contract.
6. Schedule of Rates & Quantities.
7. Schedules & Annexure.

(f) The ‘Contractor’ shall mean the individual or firm or company whether incorporated or not, undertaking the Works and shall include legal representatives of such individual or persons composing such firm or unincorporated company or successors of such firm or company as the case may be and permitted assigns of such individual or firm or company.

(g) ‘Contract sum’ means the sum named in the letter of acceptance including physical contingencies subject to such addition thereto or deduction therefrom as may be made under the provisions hereinafter contained.

Note: The contract sum shall include the following:-

1. (a) In the case of percentage rate contracts, the estimated value of Works as mentioned in the tender adjusted by the Contractor's percentage.  
(b) In the case of item rate contracts, the cost of the Work arrived at after extension of the quantities shown in schedule of items/ quantities by the item rates quoted by the tenderer for various items and summation of the extended cost of each item.  
(c) In case of lump sum contract, the sum for which tender is accepted.
2. Special discount / Rebate/ Trade discount offered by the tenderer if any and accepted by the Undertaking.
3. Additions or deletions that are accepted after opening of the tenders.

4. Physical contingencies, if any an accepted by the Undertaking.

(h) 'Excepted risks 'are risks due to riots (otherwise than among Contractors' employees) and civil commotion ( in so far as both these are uninsurable), war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, military or usurped power, any act of government, damage from aircraft, acts of god, such as earthquake, lightning and unprecedented floods and other causes over which the Contractor has no control and accepted as such by the Transport Manager.

(i) The 'Site' mean the land and other places, more specifically mentioned in the special conditions of the tender, on, under, in or through which the Works or temporary Works are to be executed and any other lands and places provided by the Undertaking for working space or any other purpose as may be specifically designated in the contract as forming part of the site.

(j) 'Urgent Works' shall mean any measures which in the opinion of the Engineer become necessary during the progress of the Work to obviate any risk of accident or failure or which become necessary for security. (k) The 'Works' shall mean the tasks to be executed in accordance with the contract or part(s) thereof, as the case may be, and shall include all extra or additional, altered or substituted Works as required for performance of the contract.(l) "Tender" means the Contractor's priced offer to the Undertaking for the execution and completion of the Works and the remedying of any defects therein in accordance with the provision of the Contract, as accepted by the Letter of Acceptance.

(m) 'Letter of Acceptance' means the formal acceptance by the Undertaking.

(n) 'Commencement Date' means the date upon which the Contractor receives the notice to commence the work issued by the Engineer pursuant to Clause 80.

(o) 'Time for Completion' means the time for completing the execution of and passing the Tests on Completion of the Works or any Section or part thereof as stated in the Contract (or as extended under Clause 83 calculated from the Commencement Date.

(p) The 'Annexure' referred to in these conditions shall means the relevant annexure appended to the tender papers issued by the Undertaking.

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## PART – II

### INSTRUCTIONS TO CONTRACTOR

#### 1. Scope of Work

The Work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, tools, plant, equipment and transport which may be required in preparation of and for and in the full and and completion of the Works. The descriptions given in the schedule of Works / items/ quantities, and the Bills of Quantities shall, unless otherwise stated, be held to include waste on materials, carriage and cartage, carrying in, return of empties, hoisting, setting, fitting and fixing in position and all other labour necessary in and for the full and entire execution and completion as a foresaid in accordance with good practice and recognized principles.

#### 2. Corrupt or Fraudulent Practices

The Undertaking requires that the bidder s/suppliers/contractors under this tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Undertaking defines for the purposes of this provision, the terms set forth as follows:

a)“corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution;

and b) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or a execution of a contract to the detriment of the Undertaking, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial noncompetitive levels and to deprive the Undertaking of the benefits of the free and open competition; The Undertaking will reject a proposal forward if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question; The Undertaking will a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract .

#### 3. Intimation to Successful

The acceptance of tender may be communicated to the Successful Tenderer in writing or otherwise either by Tenderers the tender opening authority or any authority in the Undertaking.

#### 4. Security Deposit

The Contractor shall pay a security deposit equal to five percent of the contract sum as security for due fulfillment of the contract, unless otherwise stated in the tender documents. The mode of making this deposit is as under. Initial or contract deposit a sum, which along with the earnest money already paid, amounts to three percent of the contract sum shall be paid within 15 days after receipt of intimation in writing of acceptance of tender. It is optional to the contractor to make the contract deposit in one of the other of the following ways: i) wholly in cash or. ii) Wholly in form of National saving Certificate pledged in favour of the Undertaking or Bank Guarantees /Fixed deposit from Nationalized/ Scheduled Banks in the enclosed format. iii) Partly in cash and partly in form of National saving Certificate pledged in favour of the Undertaking or Bank Guarantees / Fixed deposit from Nationalized / Scheduled Banks in the enclosed format.

#### 5. Forfeiture of Security Deposit

All compensation or other sums of money payable by the contractor under the terms of this contract or any other account whatsoever, may be deducted from or paid by the sale of a

sufficient part of this security deposit /retention money or from the interest arising there from or from any sums which may be due or may become due to the Contractor by the Undertaking on any account whatsoever, and in the event of his security deposit being reduced by reason of any such deduction or sale as aforesaid, the contractor shall within 15 days of receipt of notice of demand from the Engineer make good the deficit. In the event of the said deposit having been made by the contractor by delivery to the Undertaking of the Guarantee of the Bankers of the Contractor, and of the contractor under any of the provisions of this contract becoming subject to or liable for any penalty for damages liquidated or unliquidated or of the said deposit becoming forfeited any breach or failure or determination of contract, then, and in such case the amount of any such penalty or damages and the deposit so forfeited is not previously paid to the Transport Manager, shall immediately on demand be paid by the said Bankers to and may be forfeited by the Transport Manager under and in terms of the said Guarantee.

#### **6. Execution of Contract Document**

The successful tenderer after furnishing Initial Security Deposit, is required to execute an Agreement in duplicate in the form attached with the tender documents on a stamp paper of proper value/stamp duty. The agreement should be signed within one month from the date of acceptance of the tender.

#### **7. Issue of Work Order**

Work Order will be issued after execution of contract document.

#### **8. Contract Documents**

The Contractor shall be furnished, free of charge, two certified true copies of the contract documents and all further drawings which may be issued during the progress of the Work. None of this document s shall be used by the Contractor for any purpose other than that of this contract.

#### **9. Licenses:-NA**

#### **10. Details to be Confidential**

The Contractor shall treat the details of the Contract as private and confidential, save in so far as may be necessary for the purposes thereof, and shall not publish or disclose the same or any particulars thereof in any trade or technical paper or elsewhere without the previous consent in writing of the Engineer. If any dispute arises as to the necessity of any publication or disclosure for the purpose of the contract the same shall be referred to the Undertaking whose determination shall be final.

#### **11. Official Secrecy**

The Contractor shall, whenever required, take necessary steps to ensure that all persons employed on any Work in connection with this Contract have noticed that the India official Secrets Act 1923 (XIX of 1923) applies to them and shall continue to apply even after execution of such Work under the Contract.

#### **12. Assignment**

Contractor shall not assign transfer or attempt to assign, transfer the Contract or any part thereof, or any benefit or interest there in or there under otherwise than by a charge in favour of the Contractor's bankers of any Money due or to become due under this contract, without the prior written approval of the Transport Manager.

#### **13. Sub- letting:- NA**

#### **14. Changes in Constitution**

Where the contractor is a partnership firm, the prior approval in writing of the Transport Manager shall be obtained before any change is made in the constitution of the firm. Where the contractor is an individual or Hindu Undivided family business concern such approval as a foresaid shall likewise be obtained before the contractor enters into any partnership agreement where under the partnership firm would have the right to carry out the Work

hereby undertaken by the contractor. If prior approval as aforesaid is not obtained the contract shall be deemed to have been assigned in contravention of the Clause No.108 hereof and the same action may be

Taken and the same consequences shall ensue as provided for in the said condition.

#### **15. Power of Attorney**

The contractor shall not issue any kind of power of attorney in favor of his bankers for routine payments to the contractors through Bank.

#### **16. Penalty**

The contractor shall be liable for the penalties for deficiency in the Goods /Services as indicated Annexure -2.

#### **17. PAYMENTS**

The rates quoted shall be inclusive of GST or any other duty or taxes levied by the central or State Govt. or Local Body. The rates shall be firm and fixed and shall not be subjected to any change, variations, on any other condition whatsoever nature and shall hold well till completion of supply of the Goods.

#### **18. SETTLEMENT OF DISPUTES**

If a dispute/ disputes of any kind whatsoever arises between the Contractor and Engineers representative the same shall be referred to the Engineer for his decision with detailed justification. Such reference shall be stated that it is in pursuance to this clause for review and giving decisions by the Engineers. The Engineer shall give his decision within 14 days of receipt of notice. If either party is not satisfied with the decision of the Engineer or the Engineer fails to give the decision within the period of 14 days from the date of receipt of notice under this clause, such a dispute may be referred to Arbitration. 1. Arbitration Except where, otherwise provided for in this contract, all questions and disputes relating to the meaning of instruction herein before mentioned or as to any other question, claim, right, matter of handing whatsoever, if any arising out of or relating to this contract, specification, estimates, Instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same where arising during the progress of the work or after completion or abandonment thereof of any matter directly or indirectly connected with this agreement shall be referred to the sole Arbitration of the Transport Manager of Navi Mumbai Municipal Transport Undertaking, Turbhe, Navi Mumbai and if the Transport Manager is unable or unwilling to act as such, then the matter in dispute shall be referred to sole Arbitration or such other person appointed by the Transport Manager who is willing to act as such Arbitrator. In case, the Arbitrator so appointed is unable to act for any reasons, the Municipal Commissioner in the event of such inability, shall appoint another person to act as Arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the state at which it was left by his predecessors. It is also a term of this contract that no person other than a person appointed by the Transport Manager as aforesaid should act as an Arbitrator. As aforesaid the provisions of the arbitration and conciliation act 1996 or any statutory modification or Reenactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

#### **19 Laws Governing the Contract –**

This contract shall be governed by the Indian Laws for the time being in force.

# NAVI MUMBAI MUNICIPAL TRANSPORT

Tender Notice No.NMMT/TM/PO/02/2026-27

## SCHEDULE 'B' (Price Bid)

To,  
**The Transport Manager,**  
Navi Mumbai Municipal Transport,  
Belapur Bhavan, 8<sup>th</sup> Floor, Sec-11, CBD,  
**Navi Mumbai – 400614**

Sir,  
As Per Terms & Condition of Tender Documents, I/We -----

Address: -----

Furnish the following Rates for the “**Supply of Oil, Grease & Coolant**”

Sr. No	Description/ Specification	Pack Size	Lit/Kg.	Size of Drum	Basic Rate of Ltr/Kg in Rs	GST and other taxes in Rs	Total Rate per Ltr/Kg
1	<b>Engine Oil</b> 15W40 API CI-4 Plus	210 Ltr	3780				
2	<b>Gear Oil</b> 80W90 API-GL-5	210 Ltr	630				
3	<b>Gear Oil</b> 85W 140, GL-5	210 Ltr	840				
4	<b>Power Steering Oil</b> (Rane ZF/ DEXRON -2)	210 Ltr	1470				
5	<b>Coolant Concentrated</b> (ethylene glycol antifreeze coolant) Ready to Use	210 Ltr	3570				
6	<b>Bearing Grease RR3</b>	210 Kg	360				
7	Chassis Grease ( Lithium MP )	210 kg	180				

Quantities mentioned above are approximate quantities and Undertaking will purchase items as per requirement through this Rate Contract. Undertaking is not binded to procure all items and quantities in this Rate Contract.

This is to certify that the material is manufactured at M/s -----The Brand name is \_\_\_\_\_ and we are the Manufacturer / Authorized dealer / Distributor of OEM.

We are aware that above quoted prices will be binding on us at least for the period of 18 months and will remain affirm under any circumstances.

**Note- Rate should be submit only in BOQ (Excel Sheet) on E Tendering Portal.**

SIGNATURE OF TENDERER  
&  
RUBBER SEAL OF ORGANISATION

**NAVI MUMBAI MUNICIPAL TRANSPORT**

Tender Notice No.NMMT/TM/PO/02/2026-27

**SCHEDULE – “C”**

**“SUPPLY OF Oil, Grease & Coolant”**

**PENALTY :**

- A) Delay of each week after 30 days from confirmed delivery schedule will liable to penalty of 0.5 % of on cost of schedule value.
- B) In case of tentative delivery schedule supplier is required to obtain written confirmation from undertaking about supply schedule at least 30 days in advance of schedule dates. Responsibility of confirming schedule lies with the supplier.
- C) In case of tentative schedule supplier is required to deliver material within 30 days after receiving confirmation from Undertaking otherwise they will be entitled for penalty as per above clause A

**WARRANTY FOR “SUPPLY OF Oil, Grease & Coolant”**

- 1. The supply shall be of fresh manufacture and shall not be older than six month on the date of acceptance of store. And along with test report of the concern product.
- 2. On receipt of any defective report from the workshop a joint investigation shall be carried out by the supplier and the workshop either at the site or at the workshop. In case the defect is attributed to defective material, design, faulty workmanship, the Supplier / the Manufacturer should provide appropriate compensation / replacement. The defective material can be returned only on receipt of replacement supplies on freight paid basis. The decision of NMMT Authorities shall be final and binding on the Supplier / Manufacturer.
- 3. Product must give general satisfactory performance and durability while in operation. The performance of product is expected on higher side or at least in par with leading brand products of same category. Our engineering department reserves final decision about satisfaction of performance.
- 4. Products which don't suit for user's application for whatsoever reason will be rejected.
- 5. If Material found low quality then it will be tested from CIRT, if material gets rejected complete Testing charges and 25% administrative charges on it will be recovered from supplier. Also penalty as per ASRTU norms will be applicable on complete Delivery Schedule.
- 6. Undertaking may conduct testing of single item or more from given delivery schedule. If material fails then testing result of that will be considered valid for complete delivery schedule and penalty according to ASRTU norms will be applicable on complete consignment received under that delivery schedule.
- 7. Undertakings have liberty to purchase part /full quantities from other suppliers at negotiated prizes during contract period without assigning any reasons to the contractor.
- 8. In case of 1<sup>st</sup> L-1 cannot supply, the order will be to L-2 & the difference of price will be recovered from L-1.
- 9. Payment term to be mentioned clearly by the tenderer.
- 10. In case of delivery failures for more than two occasions or rejection of material for more than two occasions undertaking have rights to terminates contract with recovering losses from security Deposit.

We hereby agree all terms & conditions of the contract.

**SIGNATURE OF TENDERER  
&  
RUBBER SEAL OF ORGANISATION**