



दि न्यू इंडिया एश्योरन्स कंपनी लिमिटेड  
(भारत सरकार का उपक्रम)  
सूरत क्षेत्रीय कार्यालय (230000)  
THE NEW INDIA ASSURANCE COMPANY LTD.  
(Government of India Undertaking)  
SURAT REGIONAL OFFICE (230000)



पहली मंज़िल, "ए विंग", तिरुपति  
प्लाज़ा, बहुमाली बिल्डिंग के नज़दीक,  
अठवागेट, सूरत, 395001

1<sup>st</sup> Floor, "A-Wing", Tirupati  
Plaza, Near Family Court,  
Athwagate, Surat – 395001

Website: [www.newindia.co.in](http://www.newindia.co.in)  
Email: [mail-nia.230000@newindia.co.in](mailto:mail-nia.230000@newindia.co.in)  
0261- 2461589 / 2461690, 2460691, 2461582  
N: L66000 MH1919 GOI 000526

Date: 17/07/2024

TENDER NO. : SRO/ESTB./COURIER/SERVICE/VENDOR/SELECTION/230000

## TENDER NOTICE

The New India Assurance Co. Ltd. intends to invite the tender from the eligible vendors in a **Single Bid system** for the selection of vendors for getting the courier service for our office namely Surat Regional Office (230000)

Tender documents can be downloaded from the Company's website [www.newindia.co.in](http://www.newindia.co.in).

Vendors can submit their Bids on or before **24/07/2024 up to 05:30 pm** in a sealed envelope Super-scribed as "**Vendor Selection for Courier Service**" in the tender box after getting it inwarded in the register of the Surat RO office. The address of the office is as- Estate & Establishment department, C/O The New India Assurance Co. Ltd., Surat Regional Office, 1<sup>st</sup> Floor, A-Wing, Tirupati Plaza, Athwagate, Surat, 395001.

| REQUIREMENT   |   |
|---|---|
| ESSENTIAL   | DESIRABLE   |
| <ol style="list-style-type: none"><li>1. Vendor must have local operating office at Surat, Gujarat</li><li>2. Pan-India Courier service</li><li>3. At least 5 years of experience</li><li>4. Rate should be valid for at least one year from the issuance of work order</li></ol> | <ul style="list-style-type: none"><li>• 10 Years of Experience</li><li>• Vast Coverage of the Delivery Area</li></ul> |

Quoted Price should be exclusive of taxes.


Two or more bids from the same vendor will be rejected.

The New India Assurance Co. Ltd does not bind itself to accept any or all the bids and reserves the right to reject any or all bids without assigning any reason.

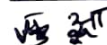
All updates, corrigendum, addendum etc. will be published on [www.newindia.co.in](http://www.newindia.co.in) only.



बिन्दु जादव  
क्षेत्रीय प्रबंधक  
सूरत क्षेत्रीय कार्यालय (230000)  
BINDU JADAV  
REGIONAL MANAGER  
SURAT REGIONAL OFFICE (230000)

  
Regional Manager  
Surat Regional Office (230000)

Encl: Tender Document





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### Pre-Qualification Bid-

| Sr. No. | SCHEDULE – A  | DETAILS ABOUT THE FIRM / ORGANISATION / COMPANY. |
|---------|---|--|
| 1.      | Name of the Company / Firm  |  |
| 2.      | Permanent Address :   |  |
| 3.      | Communication Address :   |  |
| 4.      | Mobile No. :  |  |
| 5.      | E-mail ID:  |  |
| 6.      | Description of the Company / Firm-Head Office details which is registered (eg. Proprietary / Partnership etc.)        |  |
| 7.      | Address and contact details of the office located at Surat  |  |
| 8.      | Number of years of experience as a courier Service provider : (Provide proof of Establishment of the Courier Service) |  |
| 9.      | Name & Address of Partner/s ( Please state changes, if any, in partnership since the inception )                      |  |
| 10.     | Balance sheet / Profit & Loss Statement for the last 3 years. ( to be attached herewith )                             |  |



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| Sr. No.   | SCHEDULE – A  | DETAILS ABOUT THE FIRM / ORGANISATION / COMPANY. |
|---|---|--|
| 11.   | Details about any legal litigation / Arbitration proceedings taken up with previous clients / departments or any Government bodies.                         |  |
| 12.   | Bank details of the Firm (attach printed details)   |  |
| 13.   | GST registration Number and copy  |  |
| 14.   | Has the applicant or any of his partner or previous firm been Black listed or removed / demoted etc. From approved list of contractors by any organization. |  |
| 15.   | Any other additional information relevant to the evaluation of their pre-qualification  |  |
| 16.   | Are you registered with MSME? (Yes/No)<br>If yes, attach the MSME registration copy   |  |
| 17.   | MSME Number (UDYOG number), if the response is Yes in item no. 15   |  |
| Note : Vendor will be liable for rejection / disqualification / termination of the contract if found having given false information at any stage of selection |   |  |
| Date :  |   | Signature of the Vendor                          |
| Place :   |   | Stamp of the Organization                        |



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**Price Bid:**

**Vendor is requested to fill the following rates of Courier Service for different locations**

| SL. No. | WEIGHT SLAB                    | RATES FOR THE COURIER SERVICE |                                 |        |               |
|---------|--------------------------------|-------------------------------|---------------------------------|--------|---------------|
|         |                                | SURAT                         | GUJARAT OTHER THAN SURAT REGION | MUMBAI | Rest of India |
| 1       | 001 TO 100 grams               |                               |                                 |        |               |
| 2       | 101 TO 250 grams               |                               |                                 |        |               |
| 3       | 251 TO 500 grams               |                               |                                 |        |               |
| 4       | 501 TO 1000 grams              |                               |                                 |        |               |
| 5       | PARCEL Surface (Per. Kg.)      |                               |                                 |        |               |
| 6       | PARCEL FASTTRACK (Air) Per Kg. | NA                            | NA                              | NA     |               |

**Signature & Stamp of the Organization**