

## NATIONAL INSTITUTE OF SECURITIES MARKETS

### Shortlisting of agencies for hiring of cars for various usage of NISM

National Institute of Securities Markets (NISM) invites applications for shortlisting of agencies for hiring of cars for various usage of NISM. The estimated cost of the work is Rs. 45 Lakh per annum.

NISM is a public trust, established by the Securities and Exchange Board of India (SEBI), the regulator for securities markets in India. NISM seeks to add to market quality through educational initiatives. It is an autonomous body governed by its Board of Governors.

NISM has been currently operating from its campus located at Plot no. IS-1 and IS-2 Patalganga Industrial Area, Village Wasambe (Mohopada), Rasayani, Taluka Khalapur, District Raigad, Maharashtra - 410 222 (near Panvel) as well as from its city office located at Plot No. 82, Sector 17, Vashi, Navi Mumbai – 400 703. For the purpose of movement of its staff, guest, students and support staff, NISM intends to shortlist eligible agencies for hiring of cars for various usage (on monthly as well as day to day basis). The following will be the broad scope of services to be provided by the selected agency:

- a) Providing 4 nos. cars on monthly hiring basis to be used in the entire MMR region. These cars may also be used for outstation as per requirements.
- b) Providing cars on day to day hiring basis for visiting faculty and guests attending meetings / conferences / other activities & programmes of NISM to be used in the entire MMR region. These cars may also be used for outstation as per requirements.

### Eligibility Criteria

The agency should fulfill all the criteria as per the details mentioned below. The agency should have:

- (i) Its establishment in Mumbai / Navi Mumbai/ Thane/ Raigad.
- (ii) Must have own fleet registered in the name of Company (Registration copy should be enclosed).
- (iii) Performance certificates preferably from PSUs/Govt. since last 3/5 years.
- (iv) ITR of last 5 years
- (v) GST report of last 5 years
- (vi) The average annual turnover for last three financial years ending March 31, 2022 should not be less than Rs. 40.5 Lakh. Kindly enclose CA certificate or audited balance sheet and profit & loss account.

(vii) The agency should have handled any of the following works during last 7 years ending Sept 30, 2022 successfully:

a) Three similar\* completed car hiring contracts with yearly compensation not less than Rs. 18 Lakh.

**or**

b) Two similar\* completed car hiring contracts with yearly compensation not less than Rs. 22.5 Lakh.

**or**

c) One similar\* completed car hiring contract with yearly compensation not less than Rs. 36 Lakh.

\*Similar completed car hiring contract(s) meaning car hiring contract(s) performed for Corporates / Institutions / Office etc.

The agency will enclose necessary certificates / documents in support of the requirements mentioned above.

For the purpose, "Cost of work" shall mean gross value of completed work.

Application forms can be downloaded from the website <https://www.tenderwizard.com/NISM>. The duly filled in application form as per the prescribed format along with necessary enclosures will be uploaded on <https://www.tenderwizard.com/NISM>.

The interested contractor must register itself on <https://www.tenderwizard.com/NISM> by paying registration fee for an amount of Rs. 2,000/- (Exclusive of GST) in order to participate in the process. However, applying for shortlisting is free of cost. Class-3 Digital Signature Certificate (DSC) is must to participate in the process.

Please note that submissions made by email / postal / hand delivery shall not be accepted. No additional or separate documents shall be entertained after the due date of submission.

Last date for submission of application is December 31, 2022.

For further details, please contact Shri Rupesh Tiwari, telephone no. 83559 51821.

For queries relating to Tender Wizard website, please contact Shri Rudresh KS (Phone No. 99693 95522 / email id: [rudresh.ks@etenderwizard.com](mailto:rudresh.ks@etenderwizard.com) )