

**SUPREME COURT OF INDIA**  
**ADMN. MATERIAL(M)**

F.No.-AM-P/12(27)/1/2025-SC(AM-M)-(1395)

Dated : 15.11.2025

**Last date for Submission of Tender : 01.12.2025 upto 04:00 P.M..**  
**at the e-Sewa Kendra, Counter No.-25&26 ,Main Building,**  
**Supreme Court of India, Tilak Marg, New Delhi-110001**

**LIMITED NOTICE INVITING TENDER**

**FOR SUPPLY OF 03 (THREE) NOS. OF TVS IQUBE ELECTRIC SCOOTERS (BASE MODEL )**  
**ALONG WITH HELMETS (ISI MARK) FROM ORIGINAL EQUIPMENT MANUFACTURER (OEM)**  
**AND THEIR DELHI/NCR AUTHORIZED DEALERS**

1. Supreme Court of India, an apex Judicial Body under Constitution of India intends to invite Sealed tenders for supply of 03 (three) nos. of TVS iQube Electric Scooters (Base model) [along with helmets (ISI mark)] from Original Equipment Manufacturers and Delhi/NCR based authorised dealers/distributors, as per the Proforma attached herewith at Annexure 'A'.
2. **A single sealed** envelope should be used for submitting Tender document **superscribing** on the envelope “Tender for supply of 03 (three) nos. of TVS iQube Electric Scooters (Base model).”
3. **No EMD and Performance Security are required to be submitted by the bidder.**
4. The tender may be sent by post/ in person or may be delivered at **e-SEWA Kendra Counter number 25 and 26 (R&I), Main Building, Supreme Court of India, Tilak Marg, New Delhi-110001**, sufficiently early so as to reach the Registry latest by **01<sup>st</sup> December,2025 (04:00 p.m.)**. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he/she can show the same along with his/her own identity proof at **E-SEWA Kendra Counter number 25 and 26 (R&I), Main Building, Supreme Court of India, Tilak Marg, New Delhi-110001** .Tender documents are also available on Supreme Court of India website <https://www.sci.gov.in/notice-category/tenders/> (for reference only).

**(A) ELIGIBILITY CRITERIA**

5. The eligibility criteria for the Prospective Tenderer which need to be complied with the technical bid and will form part of Technical Evaluation is as follows:
  - a) The bidder should be the authorized seller of TVS, and, therefore, should submit Original Manufacturer's Authorization Letter (as per proforma at Annexure ‘C’) for supply of 03 (three) nos. of TVS iQube Electric Scooters (base model).

- b) Bidder must have valid GST Registration Certificate. A copy of the same should be enclosed with the Bid.
- c) Bidder must have PAN (Permanent Account Number) and a copy of the same should be enclosed with the Bid.
- d) The Bidder must have an office in Delhi/NCR, to support the after sale services and a copy of address proof must be submitted .
- e) The bidders/ tenderers shall give an undertaking (as per Annexure -'B') that the Firm/Partners/Director/Proprietor has not been blacklisted and their business dealings with Central/State Government/Public Sector Units/Autonomous Bodies have not been banned/terminated on the account of poor performance.

## **(B) GENERAL TERMS AND CONDITIONS**

6. The bidders/tenderer must read all the instructions, Proforma's terms & conditions and specifications carefully and ensure compliance with the instructions herein. Failing to furnish all the information as required by the tender document in any respect will be at the bidders'/tenderers' risk and may result in rejection of the bid/tender.

7. Certified translated copy of supporting documents should be uploaded in English, in case of documents available in Regional/ vernacular language.

8. The Registry will deal with the tenderer directly and no middle-men/agents/commission agents etc., should be asked by the tenderer to represent their cause and they will not be entertained by the Registry.

9. Rates quoted in the tender will be final and under no circumstances rate revision will be allowed.

10. The Tenderers are required to quote their rates **excluding Insurance and Road Tax** for the above mentioned **03 (THREE) NOS. OF TVS IQUBE ELECTRIC SCOOTERS (BASE MODEL ) ALONG WITH HELMETS (ISI MARK) .**

11. The **rates should be valid for a minimum period of 90 days from the date of opening of tenders.** The tenderer shall not be entitled during the said period of 90 days to revoke or cancel its tender or to vary the tender or any terms thereof.

12. Hypothetical or conditional Tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. In the event of the tender being withdrawn/altered, the tenderer may be debarred to participate in the tender process of the Registry.

13. The Registry reserves the right to seek clarification or verification of any information supplied by the vendor.

14. Over-writing/over-typing or erasing of the figures, not countersigned by the Authorised

Signatory, which render it doubtful or ambiguous, shall render the tender invalid.

15. The Registry, in its discretion, reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and accept or reject any or all the tenders, wholly or completely, without assigning any reason thereof at any stage of tendering process.

16. Rates quoted should be inclusive of **F.O.R/Freight/Temporary Registration/Delivery/ Number Plate fitting charges** at Supreme Court of India Registry.

17. The Registry is not bound to accept the rates submitted by the lowest tenderer or any other tenderer nor does it undertake to assign any reasons for its decision in this matter.

18. The Registry shall have the discretion to withdraw the tender at any time without any notice and without assigning any reason thereof.

19. The supply of **03 (THREE) NOS. OF TVS IQUBE ELECTRIC SCOOTERS (BASE MODEL) ALONG WITH HELMETS (ISI MARK)** will be inspected by an Inspection Committee of Senior Officers of the Registry at the time of delivery and in case the vehicle(s) is/are not found in conformity with the approved specifications, the vehicle(s) will have to be replaced with vehicle exactly commensurate with approved specifications at the cost of the tenderer. The decision of the Committee in this regard shall be final.

20. The payment shall be made to bidder/Authorised Dealer electronically for which the bidder shall provide necessary details of the bank account etc. Applicable Taxes shall be deducted at source in accordance with the provisions of Government of India.

21. The successful bidder shall be responsible to get the HSRP (number plate), complementary accessories (if any), etc. affixed on the vehicles, at the time of delivery of the vehicles and at the Supreme Court premises at its own cost.

22. The successful bidder will have to abide by the terms and conditions as may be fixed from time to time by the Registrar, Supreme Court of India, New Delhi.

23. In the event that any employee of the Service Provider is found liable for theft, loss, or damage to office property, the Service Provider shall be held accountable for any resulting compensation claims.

24. Any loss/damage sustained to the Registry will be recovered from the successful tenderer.

### **(C) PAYMENT TERMS**

25. The payment will be made only after the satisfactory delivery of the vehicles and its acceptance as per approved specifications, as referred to under 19 above. No part payment or Advance Payment will be made to the successful bidder.

26. Penalty, if any, shall be deducted from any of the outstanding payment due to the tenderer.

27. Statutory deductions shall be made as per applicable taxes.

**(D) FORCE MAJEURE**

28. In case the successful bidder/ tenderer is unable to fulfill the obligation under the contract owing to Force Majeure situation like war, fire, earthquake, floods, embargoes, act of terrorism etc., which are beyond the control of the parties, the successful bidder/ tenderer shall promptly notify Supreme Court Registry in writing of such condition and cause thereof. Unless otherwise directed by Supreme Court of India Registry in writing, the successful bidder/ tenderer shall continue to perform its obligations under the contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

In case of any doubt/clarification, the parties may contact Branch Officer, Admn. Materials (Maintenance) at Telephone no. 011-23115864 before quoting the rates. For entry pass preparation, if required the visitor may login to Suswagam Portal at <http://suswagam.sci.gov.in/public/Index.aspx> for making photo entry passes before visiting to the Registry. Name of the Officer – Shri Sanjeev Kumar Sinha, Branch Officer (AM), and only two (02) representative(s) will be allowed for each firm.

**Sd/-**  
(Padma Sundar)  
Deputy Registrar (AM)

**Encls: Annexures – ‘A’, ‘B’, ‘C’**

**PROFORMA**

**(TO BE FILLED IN BY THE TENDERER WITH REFERENCE TO NOTICE INVITING TENDER DATED 15.11.2025 FOR SUPPLY OF 03 (THREE) NOS. OF TVS IQUBE ELECTRIC SCOOTERS (BASE MODEL) ALONG WITH HELMETS (ISI MARK))**

1. Name of the tenderer with address :
2. Name of the contact person with Mobile/Telephone No. (s) :
3. Fax No./E-mail ID :
4. GST No. (Enclose Copy) :
5. PAN No. (Enclose Copy) :
6. Whether all the Terms & Conditions of NIT are acceptable : Yes/No
7. Price Schedule as per below table:

S.No.	Description	Unit Price	Quantity Required	Total Price for 03 units
a	Ex Showroom Price (Without GST and Excluding road tax and insurance)		03 (Three)	
	Amount of Discount			
	Ex Showroom Price after discount			
b	Government Levies (GST, etc., if any)  (Excluding road tax, insurance)	Bifurcation of each mandatory charges. 1. 2. 3. 4. ----- Total -		
c	Grand Total			

8. Free additional accessories (specify the items along with price) :

9. No. of free services : \_\_\_\_\_
10. Guarantee/Warranty of Vehicle : In Years \_\_\_\_\_  
In KMs \_\_\_\_\_  
(whichever is earlier)
11. Copy of Authorization  
Certificate issued by OEM Company attached: Yes/No
12. Have you ever supplied similar vehicles  
to any Govt. Departments/PSUs etc.  
at lower rates : (Yes/No)
13. Rates quoted are inclusive of F.O.R at  
Supreme Court of India Registry : (Yes/No)

**Signature with date and rubber stamp of the tenderer**

**(On the Letter Head of the bidder )  
UNDERTAKING**

- (1) I/ we (Proprietor/ Partner/ Director/ Authorized Signatory) am/ are competent to sign this undertaking and execute this tender document.
- (2) I/we have carefully read and understood all the terms and conditions of the tender and hereby convey my/ our acceptance of the same.
- (3) The information/ documents furnished along with the tender are true and authentic to the best of my/ our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of the tender at any stage besides liabilities towards prosecution under appropriate law.
- (4) I/we have apprised myself/ourselves fully about the job to be done during the currency of period of agreement and also acknowledge to bear the consequences of non-performance or deficiencies in services on my part.
- (5) I/We undertake that (Name of the Bidder/ Tenderer Firm  
\_\_\_\_\_ ) has not been indicted for any criminal, fraudulent or anti-competition activity and not been blacklisted/banned/terminated by any Central/State Government/ Public Sector Units/ Autonomous Bodies on account poor performance.

Date :

Place :

Signature of the authorized/  
signatory of the firm/company  
organization/official stamp/seal

To,

The Registrar,  
Supreme Court of India,  
New Delhi – 110074

Subject: **Authorization letter for supply of 03 (three) nos. of TVS iQube Electric Scooters (Base Model) along with Helmets (ISI mark)**

M/s. \_\_\_\_\_

Reference: \_\_\_\_\_

Bid No. \_\_\_\_\_

We M/s. \_\_\_\_\_ (name of manufacture) hereby authorize to M/s. \_\_\_\_\_ (name and address of dealer/distributor) for participating in subject bid. We hereby confirm that the item supplied by the said dealer/distributor will be authentic material manufactured by us and will meet the quality as per tender specifications. We hereby also confirm that we will extend our full support for the timely delivery of the material by the said dealer/distributor and above and warranty for the same.

Signature and stamp of authorized signatory of OEM \_\_\_\_\_

Name: \_\_\_\_\_

Email ID: \_\_\_\_\_

Mobile/Phone No.: \_\_\_\_\_

Designation (if available)