

# HAJ COMMITTEE OF INDIA

(Statutory body constituted under the Act of Parliament No. 35 of 2002)

Ministry of Minority Affairs, Government of India

Haj House, 7-A, M. R. A. Marg (PaltonRoad), Mumbai – 400 001

## E-TENDER NOTICE

File No. HCOI06-005700139/1/2025-HCOI

Dated: 04.12.2025

Tenders in two bid system (technical & financial) are invited through GeM Portal for the purchase of one passenger vehicle (Fully Automatic Innova Hycross ZX Hybrid-Petrol 7 seater white colour) from Original Equipment Manufacturer/ registered authorised dealer of Mumbai having their dealership in Mumbai for the Office of Chief Executive Officer, Office at: - Haj House, 7-A, M. R. A. Marg, Mumbai -400001.

1.	Description of work	Purchase Of One Fully Automatic Innova Hycross ZX Hybrid-Petrol 7 seater white colour From Original Equipment Manufacturer/ Registered Authorised Dealer Of Mumbai Having Their Dealership In Mumbai
2.	Location of Work	Haj House, 7-A, M.R.A.Marg, Mumbai – 400 001.
3.	Number of Car	01
4.	Downloading tender document from GeM Portal <a href="http://www.gem.gov.in">www.gem.gov.in</a> and Haj Committee of India website: <a href="http://www.hajcommittee.gov.in">www.hajcommittee.gov.in</a>	04.12.2025 (16:00 Hrs. IST) To 25.12.2025 (18:00 Hrs. IST)
5.	Last date & time for submission of tender online	As per GeM Portal
6.	Bid opening date & time	As directed by Competent Authority
7.	Mode of bid Submission	Only through GeM Portal
8.	Pre-Bid Meeting	08.12.2025 at 15.00 hrs.

Chief Executive Officer  
Haj Committee of India  
Mumbai

# HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of Minority Affairs)

Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001.

Tenders in Two Bids System (Technical & Financial) are invited from Original Equipment Manufacturer/Registered Authorized Dealer of Mumbai Having Their Dealership in Mumbai for Purchase of One Fully Automatic Innova Hycross ZX 7 seater Hybrid-Petrol Vehicle for the Office of Chief Executive Officer, Office at : - Haj House, 7-A, M. R. A. Marg, Mumbai -400001.

## 1. Introduction of Haj Committee of India:

Haj Committee of India is a statutory body constituted under the Act of Parliament No.35 of 2002, working under the administrative control of Ministry of Minority Affairs, Govt. of India, New Delhi and is associated with arrangements for Indian Haj Pilgrims at Haj House Building, before they proceed to Saudi Arabia and on their return to India. Haj Committee of India is entirely financed by contributions made by pilgrims annually. It is, therefore, not a commercial / profit making entity. Moreover, this office is a services-oriented organization working for Noble Cause of Haj Pilgrims.

2. The tender is to be submitted on GeM Portal.

3. The Specifications of the requirement are as follows:-

Item	Description / Specification	Quantity
Innova Hycross ZX Hybrid - Petrol	<ul style="list-style-type: none"><li>• Colour – White</li><li>• Seating Capacity – 7</li><li>• Fuel – Hybrid-Petrol</li><li>• Engine – TNGA 5 th Generation Hybrid with 4 Cylinder, In-Line, 16 Valve, DOHC, VVTi Engine</li><li>• Transmission System – Fully Automatic</li><li>• Vehicle Warranty – 5 year</li><li>• Airconditioning – yes</li><li>• Brake Type – Disc or higher (Front and rear)</li><li>• Type of wheel rim – Alloy wheel or higher with center cap</li><li>• Tyre Type- Tubeless or higher</li><li>• 8-way power driver seat</li><li>• Front &amp; rear parking sensors</li><li>• Side &amp; curtain airbags</li><li>• Standard Dual airbags (up to 7 in ZX)</li><li>• ABS with EBD</li><li>• Vehicle Stability Control (VSC)</li><li>• Hill Start Assist</li><li>• Free Services – 3 or more services will be provided</li><li>• Reverse parking sensors (camera from VX)</li><li>• Accessories: All original Toyota accessories</li></ul>	01

#### 4. **Technical Bid** (Documents required):-

- i. Letter accepting terms and conditions of tender of the participating firm on letterhead.
- ii. Original Equipment Manufacturer (OEM) certificate or authorized dealership/ distributorship certificate as applicable.
- iii. Detailed technical specifications highlighting the features of the vehicle.
- iv. Firms' Business Registration documents.
- v. GST Registration No. of the firm.

#### 5. **General Terms and Conditions:**

- i. Only the manufacturer and their authorized distributors or dealers or channel partners having their dealership in Mumbai need to submit their tender. The authorized distributors or dealers or channel partners should furnish a certificate from the manufacturer for their dealership.
- ii. It is mandatory to provide all the relevant documents as per the Tender document.
- iii. The Tender Bid should be accompanied with the detailed printed technical literature with specifications, make and model number of each item. Specifications given in the offer must be similar to the information available on the website and/or printed technical literature, otherwise, the offers shall be rejected.
- iv. The Tender Bid must provide a guarantee/warranty of satisfactory functioning of the vehicle for a period of at least five years from the date of purchase, alongwith the price of extended warranty for a period of further 05 years.
- v. **Payment Terms:** The standard terms and conditions with regard to the payment would be treated as full and final at the time of delivery of the car.
- vi. Please quote the maximum discounted price, as no further negotiations will be made.
- vii. The Competent Authority reserves the right to accept or reject any or all offers in full or in part without assigning any reason (s) therefore.
- viii. The process of purchase can be cancelled at any time without assigning any reason thereof.

## 6. Terms and Conditions of Tender

- a. The Bidders are required to quote their lowest rates including Insurance Charges, Road Tax, Extended Warranty Charges and Maintenance Charges etc. for **FULLY AUTOMATIC INNOVA HYCROSS ZX 7 SEATER HYBRID-PETROL (WHITE COLOUR)**.
- b. The rates should be valid for a minimum period of 90 days from the date of opening of tenders. The bidder shall not be entitled during the said period of 90 days to revoke or cancel its bid or to vary the bid or any terms thereof.
- c. Hypothetical or conditional Bidders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered otherwise, and if so, the appropriate action will be taken against that Bidder, as may be deemed fit by the Haj Committee of India. The Bidder shall be bound by the terms and conditions of the tender.
- d. The Haj Committee of India will deal with the bidder directly and any middlemen/agents/ commission agents etc. will not be entertained by the Haj Committee of India. The Tender Form is non-transferable and agency shall not be permitted to transfer its rights and obligations to any other person/organization or otherwise.
- e. Over-writing/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the bid invalid.
- f. The bidder shall give an undertaking (**as per ANNEXURE-A**) that the Firm/Partner/Director/Proprietor has not been blacklisted and its business dealings with Central/State Government/Public Sector Units/autonomous bodies have not been banned/terminated on the account of poor Performance.
- g. The Haj Committee of India, in its discretion, reserves the right to make any change, any time, in the terms and conditions of the Tender and accept or reject any or all the Bids, wholly or completely, without assigning any reason thereof at any stage of tendering process.
- h. The bidder shall quote rates both in figures and words. In case of any discrepancy, the figures mentioned in words will be considered.
- i. The bidder should specifically mention whether rates are inclusive of GST or all taxes (as applicable) and if it is not mentioned, it will be presumed that rates are inclusive of GST or all taxes.
- j. All the pages of the documents submitted therein must be duly signed and stamped failing which the Bid shall be liable for rejection.
- k. The Haj Committee of India is not bound to accept the rates submitted by the lowest bidder or any other bidder nor does it undertake to assign any reasons for its decision in this matter.
- l. Bidders shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates or violates any terms and conditions of tender, Bid shall be rejected.

- m. The supply of vehicle will be inspected by an Inspection Committee of Senior Officers of the Haj Committee of India and in case the supply is not found in conformity with the approved specifications, the same is to be replaced exactly commensurate with approved specification at the cost of the bidder. The decision of the Committee in this regard shall be final.
- n. The payment will be made only after the delivery of car, if the same is acceptable as per approved specification.
- o. In case less tenders are received, due to inadequate competition, the same may be opened or more tenders may be called and will be opened later on at the place, date and time to be notified in due course.
- p. In case of any dispute, the matter will be referred to an arbitrator appointed by Haj Committee of India.
- q. All the disputes are subject to the Civil Courts within the limits of Mumbai Municipal Corporation.

#### **7. Terms and Conditions for successful Bidder**

- a. The successful bidder shall be responsible for getting the HSRP (Mumbai Number Plate), accessories, etc. affixed on the vehicles, after the delivery of the vehicle and at the premises of the Haj Committee of India at its own cost.
- b. The successful bidder will have to abide by the terms and conditions as may be fixed from time to time by the Haj Committee of India.
- c. The Vendor shall be responsible for all the documentation process with regard to the Vehicle and will submit details of the transferee with the Haj Committee of India within **15 days** from the purchase of New Vehicle.
- d. The tender should accompany an undertaking of Authenticity as per the Proforma placed at **ANNEXURE-B**.

#### **8. Penalties**

- a. The delivery of the vehicles shall be required to be made within **15 days** on receipt of the Purchase Order and in case supply is not received within the stipulated time and the Haj Committee of India is forced to make a purchase/hire to meet the urgent demand, the loss, if any, would be recovered from the bidder.
- b. Irrespective of the fact as to whether or not the Haj Committee of India may impose penalty of 1% per day subject to a maximum of 10% of the total cost, for delayed delivery, if the delay is caused due to willful laches or negligence of the bidder and it resulting into financial loss or inconvenience to the Haj Committee of India.

Sd/-

Chief Executive Officer  
Haj Committee of India  
Mumbai

# HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of Minority Affairs)

Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road),  
Mumbai-400 001.

## **PROFORMA**

[TO BE FILLED IN BY THE TENDERER WITH REFERENCE TO  
NOTICE INVITING TENDER DATED FOR SUPPLY OF 01 (ONE)  
FULLY AUTOMATIC INNOVA HYCROSS ZX HYBRID - PETROL  
7 SEATER (WHITE COLOUR)]

1. Name of the authorized person with  
Mobile/ Telephone No. (s) :
2. Fax No./ E-mail ID :
3. GST No. :
4. Price schedule as per the table below:

<b>Sr. No.</b>	<b>Item</b>	<b>Amount (In Rs.)</b>
1.	Ex-Showroom Price	
2.	Mandatory Charges [GST, Taxes, HSRP, Insurance Charges (for 03 years), Registration, Auxillary Charges, RTO Tax, Municipal Corporate Tax, TCS etc. if any]  Bifurcation of each mandatory charges: 1. 2. 3. 4. <hr/> Total -	
3.	Any other applicable tax or charges	
4.	Extended Warranty Charges	
5.	Maintenance after free services	
6.	Less (-) Maximum Discount Price Discount	
<b>Total Price of Vehicle in figure</b>		
<b>Total Rs. In Words:</b>		

5. Free additional accessories  
(specify the items along with the prices) :

6. No. of free services :
7. Guarantee/ Warranty of Vehicle : In Years \_\_\_\_\_  
In KMs \_\_\_\_\_
8. Copy of Authorization/  
Certified issued by OEM Company attached : Yes/ No
9. Have you ever supplied similar vehicles  
to any Govt. Departments/ PSUs etc. at  
lower rates : Yes/ No

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

## **ANNEXURE - A**

**(On the Letter Head of the Tenderer/Bidder)**

### **UNDERTAKING**

I/We undertake that (Name of the Firm/Partners/Director/Proprietor) has not been blacklisted/ banned by any Government Department/Public Sector Undertakings/ Autonomous Body.

**Signature of the Authorized  
Signatory of the  
Firm/Company/Organization/  
Official Stamp/Seal**

**Date:**

**Place:**



## **ANNEXURE - B**

**(On the Letter Head of the Tenderer/Bidder)**

**To,**

**The Chief Executive Officer  
Haj Committee of India,  
Haj House, 7A, MRA Marg,  
Mumbai-400001.**

**Sub: Undertaking of Authenticity for 01 (ONE) Fully  
Automatic INNOVA HYCROSS ZX HYBRID - PETROL 7 SEATER (WHITE  
COLOUR)**

**REF.: Bid No. \_\_\_\_\_ Dated \_\_\_\_\_**

With reference to the \_\_\_\_\_ being supplied/ quoted to you: vide our Invoice No./Quotation No./Order No. cited above\_\_\_\_\_. We hereby undertake that all the components/ parts/ assembly used in the product shall be original new components/ parts/ assembly only and manufactured at the same period from the manufacturing company and that no refurbished/ duplicate/ second-hand components/ parts/ assembly/ software are being used or shall be used.

We also undertake that in respect of the licensed operating system, if asked for by you in the purchase order, the same shall be supplied along with the authorized license certificate and also that it shall be sourced from the authorized source.

We hereby undertake to produce the certificate from our OEM supplier in support of the above undertaking at the time of delivery/installation. It will be our responsibility to produce such letters from our OEM suppliers at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with the above at the time of delivery or during installation, for the \_\_\_\_\_ already billed, we agree to take back the \_\_\_\_\_ without demur, if already supplied and return the money if any paid or us by you in this regard, and/or performance security, if any produced, forfeited.

We, \_\_\_\_\_also take full responsibility of both components/parts & Mother body as per the content even if there is any direct by our authorized Service Centre/Reseller etc.

**Authorised Signatory Name**

**Designation**

**Seal & Stamp**