

Notice Inviting Tender

SL NO	PARTICULARS	DETAILS
1.	Tender Reference	BHEL/ESD/HR/TPT/BUS/19-21 dated 26/08/2019
2.	Name of Work	Contract for Hiring 2 numbers (TWO) of 50 – Seater Non-AC Bus for BHEL-ESD
3.	Contract Period	18 Months with effect from 1st October 2019 (Tentative)
4.	Estimated Value	₹ 42.33 Lakhs /- Plus Applicable taxex/GST (approximately for 18 Months)
5.	Earnest Money Deposit	₹ 90,000/- (Ninety Thousand only)
6.	Last date and Time for the submission of duly filled in tender document.	16th September 2019, up to 1.00 PM
7.	Place of Submission on tender document along with EMD.	Reception Area at BHEL, Electronics Systems Division, Electronics City, Phase 1, Hosur road, Bangalore 560100
8.	Date and Time for tender opening	16th September 2019, up to 1.15 PM
9.	Scope of work	Refer Tender Document
10.	Eligibility Criteria	Refer Tender Document
11.	General terms & Conditions	Refer Tender Document
12.	If an MSME (Micro/ Small/ Medium Enterprise) registered under https://msme.gov.in/	Attach Registration Certificate with all supporting documents.

Signature of Contractor/
Service Provider

Signature of representative
of BHEL - ESD

Note:- All pages of Duly filled in Tender Document must be signed by the contractor / service provider – while submission.



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भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Phone :25146171, 113
Fax : :+91-80-28520135
Email : :mini @bhel.in

Bharat Heavy Electricals Limited

(A Government of India Undertaking)

ELECTRONICS SYSTEMS DIVISION

P.B.No 10010, Plot No. 98, Electronics City,

Hosur Road, Bangalore - 560 100

Notice Inviting Tender

BHEL/ESD/HR/TPT/BUS/19-21

Date :- 26/08/2019

M/s

Dear Sir,

Sub: - Contract for Hiring 2 numbers (TWO) of 50 – Seater Bus to ferry BHEL-ESD employees to work & back – Submission of Quotation

BHEL-Electronics Systems Division, Electronics City, Phase 1, Bengaluru 100 intends to enter into a contract for Hiring **TWO (02) numbers of 50 Seater Non- AC Bus of 2017 model or later** for a period of **EIGHTEEN MONTHS (18)** with effect from 1st OCTOBER 2019

50 Seater Non-AC Bus	250 KMs	w.e.f. 01/10/2019
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The Scope of Work & General terms/conditions, are more elaborately detailed as below:

Scope of Contract	Contract for Hiring 2 numbers (TWO) of 50 – Seater Non-AC Bus for BHEL-ESD	
Contract Period	Eighteen Months (18) with effect from 1 st October 2019 (From 01.10.2019 to 31.03.2021)	
Business Volume	Anticipated volume of business will be approximately ₹ 42.33 Lakhs (Forty two Lakhs and Thirty Three Thousand only) Plus applicable GST.	
Tender Particulars	Tender Document	Quotation is invited in two parts [Document contains Bid in two parts] First Part- Techno-commercial Bid – Annexure A Second Bid – Price Bid – Annexure D
	EMD Amount	₹ 90,000/- (Rupees Ninety thousand only)
	Experience	As per pre-qualification criteria
	Last date	16/09/2019, Monday, upto 1300 Hours
	Submission	Two parts in 2 separate covers put in to an another sealed cover to be deposited/dropped in Tender Box

		kept at Reception Area at BHEL, Electronics Systems Division, Electronics City, Phase 1, Bangalore 100
Security Deposit	Successful Bidder will have to furnish Security Deposit of 5% of the Work Order value. (Annexure C)	
Special Instructions	All Annexures should be in the pro-forma provided/sent by BHEL ESD only. This is essential from the point of providing complete information/Details as required by BHEL and for proper comparison.	

SCOPE OF WORK AND GENERAL TERMS & CONDITIONS:-

1) The scope of work involves ferrying BHEL-ESD employees from various parts of Bangalore to BHEL-ESD factory, located at Plot no. 98 at Electronics City, Phase 1, Hosur Road, Bangalore, Pin code 560100; and from factory back to respective Pick up/ drop points in different routes.

2) The vehicles are required to report at the designated place of first pick-up point of route **fifteen minutes before the commencement time.**

3) The present factory timings are from 07.30 Hours to 16.36 Hours (Monday to Friday) and 07.30 Hours to 12.30 Hours (Saturday). Arrival Time at BHEL ESD in morning & Departure Timings from BHEL ESD in Afternoon/ Evening are as follows:

a) Monday to Friday

Arrival: The vehicle SHOULD arrive at BHEL ESD at 7.25 hours in the morning

Departure: The Vehicle should leave BHEL ESD Gate at 16.45 hours in the evening

b) Saturdays

Arrival: The vehicles SHOULD arrive at BHEL ESD at 7.25 hours in the morning

Departure: The vehicle should leave BHEL ESD gate at 12.40 hours in the afternoon.

In case of any change in timings, the same will be informed to the vendor within SEVEN DAYS notice/ Or ONE DAY in case of Sudden Emergency instances.

4) The Pick-up and Drop points are subject to change based on our requirement. BHEL-ESD reserves the right of changing the routes of the various vehicles

5) In addition to above, one bus will be utilized for travel from BHEL-ESD, Electronics City to BHEL-EDN, Mysore Road daily from Mon to Fri at 12.30 PM and back to ESD by leaving EDN at 2.50 PM.

6) Both the buses also be utilized for official use only for local trips after the morning trip to factory within the working time of BHEL-ESD whenever required.

7) Both the buses should be provided with Dikki (500kg) along with locks for carrying the luggage.

8) The company reserves the right to use the vehicle at its discretion. Denial of performing any trip, would be viewed seriously and attracts penalty as per clause- 14 irrespective of the reasons.

9) The vehicles provided must be of year 2017 model or later.

10) Drivers have to strictly adhere to instruction and directions issued by BHEL when the vehicles are on duty at our disposal. Strict discipline shall be ensured by contractor. The contractor shall be responsible for behavior of his driver at company premises.

11) Contractor/ Service provider shall be responsible for ensuring coverage of Drivers for all statutory regulations including personal accident insurance etc. BHEL shall not be responsible for any consequences arising on account of any violation of any statutory provisions, rules and regulations by the service provider.

12) The name and contact details of your Staff/Representatives (**Mobile, Landline & E mail**), to be contacted, during any exigencies or for clarification, have to be furnished (*in format attached*).

13) In case of any breakdown of running vehicle, alternate arrangement should be made within half-an-hour to fulfill the contractual terms.

14) Failure to make alternate arrangements will result on levying of Penalty as under:

- a. If the vehicle is not reported [Breakdown while reaching the first point] at first Pick-Up Point and reaches the factory as required, the penalty is 50% of the daily rate.
- b. If the vehicle is not available at our disposal for half-a-day and less i.e. half of the specified slab hours & less [tolerance of 15 minutes] the penalty is 75% of the daily rate.
- c. If the above failure [half-a-day] occurs more than once in a calendar month then the penalty will be 25% of the daily rate in addition to the above penalty, for the second and subsequent failures.
- d. If the vehicle is not available at our disposal for more than half of slab hours it will be treated as full day and the penalty is 125% of the daily rate, if the above failure [full day] occurs more than once in a calendar month then penalty will be 50 % of the daily rate in addition to the above penalty for the second and subsequent failures.
- e. If the vehicle is not available after doing part of work during first or second half and no alternate arrangement is made within half-an-hour then penalty will be as per “b” & “c”.
- f. If the vehicle is available at ESD premises, but without Driver, it will attract all the above said penalty [**“b” to “e”**].

15. **Pre-Qualification CRITERIA for qualifying in the techno commercial bid:**

- a. The Contractor should be registered as per rules under relevant law for this activity (Copy of registration certificate to be enclosed) with an established office, having Landline Phone Numbers/ Mobile Numbers & E mailing facility).
- b. The Contractor must submit copy of GST Registration
- c. Average annual financial turnover during the last three years ending 31st March of 2019, should be **at least Rs 13.37 lakhs/-** [30% of estimated value].
- d. **Experience:** The Contractor must have the experience of having successfully completed/executed contract/s of providing Buses on hire basis [contracts] during the last seven years ending 31st March 2019, as under:
 - i) 3 completed contract works of providing Buses on hire basis of value not less than 40% of our estimated value i.e., **Rs.17.83 lakhs/-**.
OR
 - ii) 2 completed contract works of providing Buses on hire basis of value not less than the 50% of our estimated value i.e., **Rs 22.27 lakhs/-**.
OR
 - iii) 1 completed contract work of providing Buses on hire basis of value not less than the 80% of our estimated value i.e., **Rs 35.64 Lakhs/-**.

e. Certificates: Copy of completion/performance certificates indicating the value of the work or copy of the Work Order/Purchase Order, along with the satisfactory completion/performance certificates of service from previous employers should be submitted. (Services provided to other BHEL Units, their performance will be taken into account while evaluating their technical capability).

If any Contractor is not fulfilling any of the conditions given above from (a) to (d), the offer will be summarily rejected.

16. The Rates quoted MUST be inclusive of charges towards fuel, wages, all statutory permits, Insurance, maintenance of vehicle, statutory payments/ Road/ RTO taxes (excluding applicable GST) PLUS any additional charges/ discounts owing to the Price Variation Clause (depending on increase/decrease of fuel prices, during the contract period). Applicable GST would be extra.

17) PRICE VARIATION CLAUSE (PVC):

- (i) The rates finalized will be firm during the contract period.
- (ii) In case of change in fuel prices, a change in the rate will be allowed – subject to documentary evidence, regarding such change
- (iii) Rates as per PVC will be effective from 1st day of subsequent month only. For e.g. if Fuel price change has taken place, say in the month of June, then PVC rates (based on the latest fuel rate) will be given effect from 1st July only).
- (iv) The basis of calculation for PVC Clause will be the fuel price at the time of floating of Tender:
- (v) Hence for Calculation of Price Variation (PVC) for Bus the base values are as given below:
 - ❖ **Base Rate of Diesel is Rs 67.55 (IOCL's Rate on 26/08/2019)**
 - ❖ **Mileage of Bus- diesel is taken at 4.0 Kms per litre**
 - ❖ PVC per Km per Rupees increase or decrease in Fuel charge is taken as 0.25 paise
- (vi) The fuel price variation clause is also applicable for extra running Kilometers.
- (vii) Price variation clause will be applicable only when there is increase/decrease in fuel price (regular diesel price) per Litre **to the tune of one rupee or more compared to previously considered rate.**
- (viii) **Calculation of Price variation (PVC)** will be as per the example/ sample given below:
For a Slab Rate: For 250 KMs ; If rate quoted is ₹ 8900/- with PVC quote of 25 paise per Rupee

Example a) If Increase in Fuel: Rupees 2

The new rate for 2 Buses would be calculated as follows:

New slab rate for 250 KM in ₹. = Existing rate for 250 KM. + (250 KM x 0.25 x 2 Rs)
New rate per extra KM (TT) = Existing rate per extra KM in ₹ + (0.25 x 2)

Example b) If Decrease in Fuel: Rupees 3

The new rate for 2 Buses would be calculated as follows.

New slab rate for 250 KM in ₹. = Existing rate for 250 KM – (250 KM x 0.25 x 3 Rs)
New rate per extra KM (TT) = Existing rate per extra KM in ₹ – (0.25 x 3)

18. Trip sheet should be maintained by properly recording time, kilometers on daily basis and obtain the signature from authorized person (identified/nominated by us) of that particular route.

19. Bills are to be submitted once in a month, along with the trip sheets & Insurance. Payment terms are 30 Days with the submission of Bill/ with all relevant documents.

20. All valid records/documents like Registration documents (RC Book), Vehicle permit, Insurance, Driving License of Drivers, Emission certificate etc., should be produced, as and when, required by us for verification. Vehicles should be in good plying condition and all statutory requirements of RTO authorities, etc., should be complied with.

21. The company reserves the right to terminate the contract if the performance is not satisfactory. However, after the award of Contract, either party may terminate the contract, by giving a notice of one month.

22. The contractor shall execute an agreement within a month of issue of work order, as per BHEL format containing all the terms and conditions, on a non-judicial stamp paper of Rs 300/-. The cost of stamp paper to be borne by the contractor

23. It may please be noted that all information along with enclosures those are required under tender document, should be clearly filled-in, if any column is left blank then the bid will be rejected summarily. Any information, wherever the Contractor feels important and necessary, the same can be furnished as enclosures only. The offer should be submitted in 2 parts as mentioned below in separate sealed envelopes to be put into a **SINGLE SEALED COVER** super scribed as Enquiry No **BHEL/ESD/HR/TPT/BUS/2019-21 dated 26/08/2019**

Addressed to the undersigned containing:

1. **Techno-commercial Bid** as per Annexure-A [FIRST PART] Super scribed as “Techno-commercial Bid” for Enquiry No: **BHEL/ESD/HR/TPT/BUS/2019-21 dated 26/08/2019**
2. **Price Bid** as per Annexure - D [SECOND PART], **BHEL/ESD/HR/TPT/BUS/2019-21 dated 26/08/2019**

The above sealed cover containing tender document has to be dropped in the **TENDER BOX that is placed in the Reception of BHEL, Electronics Systems Division, Electronics City, Phase – 1, Hosur Road, (Near Infosys) Bengaluru – 560 100** on or before **1 PM of 16/09/2019**

The tender document should be FILLED IN BOLD & LEGIBLE HANDWRITING/ LETTERS. Corrections if any should be endorsed. All the columns of all annexures should be filled or if left blank, must be mentioned as “Not Applicable”.

Interested Contractors/ representatives can be present while opening the Tender Box to know the number of Offers received [However the number of TECHNICALLY ACCEPTED offers, will not be informed/ confirmed on the same day.]

Intimation regarding the Price Bid opening will be sent ONLY to THOSE Contractors/ Service providers, whose TECHNIO=COMEMRCIAL OFFERS are technically accepted.

Once Offers have been submitted, there will ANY correspondence except in case of seeking clarification (by BHEL–ESD). Management reserves the right to accept or reject any offer without assigning any reason whatsoever and its decision is final in this regard.

Thanking you,

Yours faithfully,
For & on behalf of
Bharat Heavy Electricals Limited

Deputy General Manager (HR – ESD)

Annexure-A**Contract for Hiring 2 numbers (TWO) of 50 – Seater Non-AC Bus for BHEL-ESD.**

SI No	PARTICULARS OF INFORMATION (If space is less, please attach additional papers)	
1	Name of the Firm	
2.	Addresses of the registered office with Mobile & landline Phone, fax No. and email ID	
3	Nature of Organization [Like Public Sector/ Public Limited/ Private Limited/ Partnership Firm, Proprietary Concern, Etc.].	
4	Name/s of Managing Director/ Directors/ Owner as applicable or Partners or Proprietor with Telephone, Mobile numbers And E Mail.	
5	Name of the contact person/s with address, Phone & Mobile Nos.	
6.	Number of years of experience in the field of providing Transport	
7.	Total manpower employed in the firm [Drivers and Staff]	
8.	Addresses of Depot/ Garage	
9.	List of Branch offices with addresses. (If space is less, please attach additional papers)	

10.	List of Clients (If space is less, please attach additional papers)					
11.	EMD Particulars. Demand Draft No., Date, Bank Guarantee details with Name & address of Bank etc	DD/ BG No. Amount: ₹ Date of Issue Name & address of Bank drawn on:				
12.	Year of Establishment & Reg No. (Copy of registration certificate to be furnished)	Registration no. : Registered Year: Copy Attached/Not attached				
13.	GST registration Number (Copy to be attached)	GST No. Copy Attached/Not attached				
14.	PAN Number (Copy to be attached)	PAN no. Copy Attached/Not attached				
15.	Annual Turnover in Rupees for three years (Copies of Auditor Report to be attached).	2016-17: Proof Attached/Not attached 2017-18 Proof Attached/Not attached 2018-19 Proof Attached/Not attached				
16.	<table border="1"> <tr> <td colspan="2">Details of Vehicle Particulars</td> </tr> <tr> <td>A. Registered in the Name of firm</td> <td>A: For Vehicles Registered in name of Firm – Details to be filled & attached as in Annexure-B</td> </tr> </table>	Details of Vehicle Particulars		A. Registered in the Name of firm	A: For Vehicles Registered in name of Firm – Details to be filled & attached as in Annexure-B	
Details of Vehicle Particulars						
A. Registered in the Name of firm	A: For Vehicles Registered in name of Firm – Details to be filled & attached as in Annexure-B					

The above information is true and correct to the best of my knowledge and I will take full responsibility for ensuring the smooth and trouble free efficient service by adhering to all terms & conditions laid down in the tender Document.

Date:

Place:

Signature of the Authorized person with Seal

[Type here]

BHEL/ESD/HR/TPT/BUS/19-21

Date :- 26/08/2019

Annexure-B

Contract for Hiring 2 numbers (TWO) of 50 – Seater Non-AC Bus for BHEL-ESD.

17) Details of Buses **Registered in the name of Firm** Registration should not be prior to 2017 Model (Xerox copy of RC book to be enclosed)

Sl. No	Type of bus (50 Seater)	Regn. No.	Year of Regn.	Whether registered as bus	Fitness Upto	Comprehensive Insurance up to

19) **Declaration:-** I / We _____ have gone through the terms and conditions of this tender and undertake to accept the same in totality and agree to deploy the buses if the contract is awarded to us.

Place:

Signature with seal

Date:

Note: All above information should be supported by relevant documents as applicable.

[Type here]

[Type here]

Annexure – C

Earnest Money Deposit

1. The tenderer shall submit Earnest Money Deposit (EMD) for an amount of **₹ 90,000/- (Rupees Ninety Thousands only)**.
2. **EMD can be paid in the form of Bank Guarantee from PSU/ Scheduled Banks Or Directly thru SBI Collect** (Drop down menu for paying thru SBI collect is as below -
Go To <https://www.onlinesbi.com/sbicollect/icollecthome.htm>

State of Corporate / Institution *	Pick <Karnataka>
Type of Corporate / Institution	Pick <Industry>
Industry Name *	Pick<Bharat Heavy Electricals Limited>
Select Payment Category *	Pick <others>
SUB CATEGORY *	Pick <EMD>
NAME *	Type< Transporter Name>
VENDOR CODE	Type < Contract for 2 Buses to BHEL-ESD>
AMOUNT *	Type < EMD Amount> (as mentioned in NIT)
Remarks	Type < BHEL/ESD/HR/TPT/BUS/19-21>

After filling all details, and completing payment, download the acknowledgement and attached along with tender document while submitting

3. EMD shall not EARN/ CARRY any interest.
4. EMD by the Tenderer will be forfeited if following cases:
 - i. After Tender opening, if the tenderer revokes his tender within the validity period or changes his earlier quoted rates.
 - ii. If after the award of Contract, the successful tenderer does not commence the work within the period as per LOI / Contract or within 15 days after award of contract.
 - iii. EMD given by all unsuccessful tenderers shall be refunded within fifteen days of acceptance of award of work by the successful tenderer.

Security Deposit

1. After the award of contract, the successful tenderer should furnish 5 % of the contract value as Security Deposit to BHEL before commencement of the contract.
2. Security Deposit may be furnished in any one of the following forms:
 - i) NEFT (as permissible under the Income Tax Act)/ Pay Order, Demand Draft/ Securities available from Post Offices as National Savings Certificates, Kisan Vikas Patras etc. (Certificates should be held in the name of Contractor furnishing the

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- security and duly pledged/ endorsed/ hypothecated in favour of BHEL and discharged on the back).
- ii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
 - iii) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. (FDR should be in the name of the contractor, A/C BHEL).
 - iv) Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
 - v) EMD of the successful tenderer can be converted and adjusted against the security deposit.
 - vi) The security deposit shall not earn/ carry any interest.

(Note: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subject to hypothecation or endorsement on the documents in favor of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

Security deposit shall be refunded to the contractor on successful completion of the contract.

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BHEL/ESD/HR/TPT/BUS/19-21

Date :- 26/08/2019

Annexure-D: PRICE BID
(TO BE SUBMITTED IN SEPERATE SEALED COVER/ ENVELOPE)

Contract for Hiring 2 numbers (TWO) of 50 – Seater Non-AC Bus for BHEL-ESD.

Sl. No.	Details	TWO numbers (02) 50 seater Bus
A. SLAB = 250 KMS		
<u>The Distance/ Slab calculation (in Kms) will be either from the Office/Garage to the first pick point and last drop point whichever is nearest to the pickup and dropping points.</u>		
1	Daily rate for TWO (02) Buses for 250 Kms per day PLEASE MENTION APPLICABLE GST RATES SEPERATELY	In figures:
		In words:
2.	Charges for extra kilometer beyond per day KMs (Rs./Per KM)	In figures:
		In Words
3	PVC is based on the Fuel price rate as on the date of NIT i.e. 26/08/2019 – fuel price (regular diesel) prevailing at IOCL retail outlet at Bangalore	Base Rate of Diesel is Rs 67.55 (IOCL's Rate on 26/08/2019) Agreed/Not Agreed
5.	PLEASE MENTION APPLICABLE TAX/ GST RATES SEPERATELY	

Note :-

1. Payment will be released – ONLY THRU NEFT, within Thirty days from the date of Submission of **Bill** with all relevant Documents
2. ORIGINAL Invoice/ Bills to be submitted separately – Slab wise. GST rate WOULD BE as per extant rules & Regulations under the relevant law – **FOR HIRING OF VEHICLES**
3. Contract will be awarded based on the Total cost to company (overall) and combining all Vehicles of BOTH Slabs.
4. The rate quoted is to be valid for 90 days from the date of opening tender box.

Date:

Place:

Seal

Signature of the authorized person with

[Type here]