



# **SPECIAL TERMS & CONDITIONS FOR ALL INDIA ROAD TRANSPORTATION OF CONSIGNMENTS BY TRUCKS**



Central Despatch Cell  
Bharat Heavy Electricals Limited  
BHOPAL

Document No. CDC/STC/03d/May '10



**No. CDC/E-00268**

**OUTGOING CONSIGNMENTS**

*Enclosed:*

1. Annexure "S-1": SCHEDULE OF RATES
2. Annexure-1, CHECK LIST FOR SCRUTINY ON BID OPENING
3. Annexure-2, PROFORMA FOR BANKER'S CERTIFICATE ON BANK LETTER HEAD
4. Annexure-3, VERIFICATION STATEMENT OF SUBMITTED DOCUMENTS WITH  
ORIGINAL after award of contract with contractual compliance in totality as per T-6.12
5. Annexure-4, RTO AUTHENTICATION OF REGISTRATION PARTICULARS.
6. Annexure-5, COMPANY PROFILE OF THE TENDERER.
7. Document No. CDC/T&G-TC/02e/July '07 (GENERAL TERMS & CONDITIONS)



### **S-1.0 SCOPE OF WORK**

The transportation contract will cover transportation of outgoing consignments of electrical equipments, plant & machinery and any other items by trucks (mini truck, closed & open type 9 MT trucks and open or closed type heavy trucks like Taurus etc.) from BHEL, Bhopal to all destinations within India. Heavy trucks under scope of this contract would cover non articulated type trucks having 3 or more axles.

- The destinations involved for the scope of work includes but not exhaustively Ports, BHEL Customer Sites, all BHEL Units, North-Eastern States and all hilly/ mountainous areas in India.
- Jobs against specific project based contract, or contracts to be awarded on a different class of trucks/mechanical trailer transportation for development/ establishment of new parties are excluded from the scope.

### **S-2.0 ELIGIBILITY CRITERIA (SPECIFIC)**

The tenderer shall ensure to comply with the following criteria to be eligible for the rate contract.

- S-2.1 IBA (Indian Banker's Association) recommendation valid on the date of tender opening. The contractor shall ensure the same is available throughout the currency of the contract and if not, rate contract will be cancelled.
- S-2.2 Ownership of a fleet of minimum 20 trucks and 3 Taurus registered exclusively in the tenderer's name and duly substantiated by submitting original RTO authenticated documents showing vehicle no., owner's name, type of vehicle, carrying capacity, year of manufacturing as per the Performa at Annexure- 3 & 4.
- These RTO certificates (authentication) should not be older than 3 months from the date of publication of tender notice. Photocopies of RC Books shall not be acceptable. All applicable Taxes should be paid up-to-date on these trucks.
  - Out of the twenty (20) trucks, at least two (2) trucks and out of three (3) Taurus at least one (one) should not be older than eight (8) years from original registration during the entire pendency of rate contract.
- S-2.3 Average annual turnover (business from transportation work) for the last 3 years i.e. 2006-07, 2007-08, 2008-09 shall be minimum Rs.250 Lakhs. Audited Annual Report in case of Public/Private limited Companies and for others, copy of balance sheet submitted to Income Tax authorities or Banker's certificate shall be submitted alongwith the offer to prove annual turnover.
- S-2.4 A minimum of seventy-five (75) operative branch/authorised franchise offices for delivery/collection of consignments, covering atleast 10 states in India. The branch/ authorised franchise list shall be a printed document giving the address and phone numbers of these branches/authorised franchise.
- S-2.5 Bidders who do not meet all the requirements stated above (S-2.2 to S-2.4) but have IBA recommendations as per clause S-2.1 will be considered for contract for transportation upto 500 kMs distance from BHEL Bhopal.

### **S-3.0 DECLARATION IN THE FORM OF AFFIDAVIT**

Bidders will ensure furnishing certificates from the concerned units (*if in business during any time*) with an undertaking in the form of an affidavit on non-judicial stamp paper valued Rs.100/- and duly notarized as -

- Presently not Black-listed or de-listed category at any of the BHEL Units.
- Presently not suspended from business loading by any of BHEL Units.



- Not have been booked by CBI and/or indicted by a Court of law in any criminal case relating to transportation.
- In case it comes to notice of BHEL at a later stage that the contract award was obtained giving incomplete/ false/ suppressed/ forged information then the contract is liable to be terminated and Earnest Money/Performance! Security Deposit forfeited.

#### S-4.0 **DOCUMENTS TO BE SUBMITTED ALONGWITH THE OFFER**

The following documents should be attached with the offer (Techno-Commercial Bid, Part-1)) for submission in totality, but not limited to:

- All statements to be substantiated with documentarily evidencing the same in the name of tenderer/firm only.
  - Enclosures to be submitted orderly placed, serially print numbered on each sheet and properly secured / bound, leaving no loose sheets.
  - Non-compliance of this requirement shall be deemed fit to deny acceptance of the tender preliminarily on the tender opening.
- i) Copy of IBA approval with Code number and validity.
  - ii) Earnest Money Deposit (EMD) of Rs 2,00,000/- (Rupees Two Lakhs only) in form of DD/Banker's cheque as detailed in this tender.
  - iii) Self-certification affidavit cum agreement, executed on a non-judicial stamp paper of Rs. 100/- as per Annexure 'T-1'.
  - iv) Notarized Declaration in the form of affidavit as per S-3.0
  - v) Checklist for scrutiny on bid-opening as per Annexure-1.
  - vi) Statement for bid evaluation as per Annexure-2.
  - vii) Banker's Certificate to be obtained on Bank's Letterhead as per Annexure-3
  - viii) Details of trucks and Taurus should be submitted for eligibility as per Annexure-4.
  - ix) RTO authentication of registration, Annexure-5
  - x) Company Profile of the bidder submitted as per Annexure-6
  - xi) Copy of Income Tax return for three financial years i.e. 2006-07, 2007-08, 2008-09
  - xii) Only Printed Branch list (booklet) in terms of S-2.4
  - xiii) Business particulars of last 3 years
  - xiv) Documents supplementing eligibility criteria in terms of General Terms & Conditions.
  - xv) Document showing up to date payment of taxes etc on the trucks
  - xvi) Price Bid Schedule of Rates as per Annexure (S-1) kept in Part II of bid. (sealed in separate envelope)

#### S-5.0 **SPECIFICATIONS :**

Non ODC consignments of following maximum dimensions and or weight shall be made applicable for loading on respective category of truck.

	<i>Mini Truck</i>	<i>Normal Truck</i>	<i>Open-body Truck</i>	<i>Normal Taurus</i>	<i>Open-body Taurus</i>
<b>Length, mm</b>	4500	6000	6000	6700	6700
<b>Width, mm</b>	1800	2100	2600	2100	2600
<b>Height, mm</b>	2500	2500	2500	2500	2500
<b>Min. chargeable Weight (kG)</b>	<b>3,500</b>	<b>9,000</b>	<b>9,000</b>	<b>15,000</b>	<b>15,000</b>

1. For classifying a truck as Open-body, dismantling of both sides of the truck body will be essential, justifying the width of the consignment.
2. Width is the main criteria for open-body truck irrespective of the weight of consignment dispatched and the same will be considered as full truckload (FTL).



3. In no case, freight charges for lower type/category vehicle will be more than FTL freight charges for the next higher category/type.
4. If due to exceptional circumstances, the actual weight carried by a vehicle is more than the normal weight permitted for that type of the vehicle, pro rata payment of rate shall be made depending upon the actual weight of the consignment.

**S-6.0 Full Truck Load Certification**

For the purpose of determining full truck load of the consignment due to reasons other than weight/volume, authorization by representative of CDC or concerned product commercial department/MM/BHEL sister unit shall be required.

- In case such consignments are not delivered within the scheduled transit time as Clause S-17.0 plus two (2) day's grace period, the freight bills of such despatches will be allowed at the rates applicable to Small limited to actual weight transported.

**S-7.0 Small consignments:**

Consignments upto a weight of 1000 kG.

Door delivery charges shall be paid @ Rs 500/- per MT or part thereof.

Minimum charges for small consignment shall be Rs.100/-

Transporters should ensure quick delivery at least upto their own godowns

**S-8.0 Minimum Chargeable distance shall be 100 kMs.**

**S-9.0 Loading & Unloading Charges**

- a. BHEL shall be responsible for loading.
- b. Unloading shall be done as per the terms of contract entered between BHEL and customer.
- c. If BHEL requires the transporter to unload the consignments at site; the transporter shall arrange to ensure the same to BHEL/customer's full satisfaction.
- d. **The loading/unloading charges shall be payable as follows :**

- Mini truck	- Rs. 1050/- per load
- 9 MT normal/open body truck	- Rs. 2700/- per load
- Heavy trucks (Taurus etc.)	- Rs. 300/- per MT
- e. Billing will be allowed on the basis of certificate by consignee/customer/BHEL representative.

**S-9.1** Payment of unloading charges on freight billing shall be subject to consignments delivered in undamaged condition by submission of duly certified documents thereto by the consignee or its representative or BHEL representative.

**S-10.0 Detention Charges**

No detention charges at point of loading. However at unloading point, Rs 500/- per day beyond second day of arrival of consignment at destination, subject to verification from the consignee, will be considered for payment. The detention charges shall be limited to maximum 10% of the freight charges. The detention charges shall be payable for consignments sent on full truck load basis only.

**S-11.0 ODC Charges**

Consignment having dimensions exceeding the standard length, width and height noted at S-5.0 shall be treated as ODC consignment. In respect of such consignments ODC charges on proportional basis over the standard will be payable on pro-rata basis. However, ODC charges shall be permitted in one dimension, whichever of the greater value.

- No ODC charges shall be applicable on volume equated consignments.



**S-12.0 Hilly Area Charges**

For journey to hilly regions (destinations beyond Jammu in Jammu & Kashmir, Rishikesh in Uttaranchal and *Bilaspur/Shimla* in Himachal Pradesh; freight will be allowed additional 15% over and above the applicable Non-ODC rate for the total journey.

**S-13.0 North-Eastern States Charges**

For journey to North-Eastern states (destinations beyond Guwahati in North Eastern Sector); freight will be allowed additional 60% over and above the applicable Non-ODC rate for the total journey. No additional hilly area charges are payable.

**S-14.0 Incentive**

The incentive shall be paid for quick delivery of consignments sent on FTL basis, if they are delivered earlier to stipulated transit period (S-17.0) excluding grace period @Rs.250/- per day saved in transit subject to the maximum of 10% of the freight.

- No incentive shall be paid where longer route is taken.

**S-15.0 Letting fee (penalty) reimbursement.**

If, the vehicle registered payload carrying capacity being sufficient to carry actual payload and any RTO authorities of the destination state imposes a penalty on account of overloading in terms of any notification issued earlier by the state government, the amount of such penalty may be reimbursed by BHEL on submission of original money receipt and copy of notification issued by state government.

- Such reimbursement will be considered only once at the time of entry in the state i.e., no multiple point penalties will be entertained. Except above, no other charges related to loading will be paid.
- No other ODC charges shall be payable in such cases.

**S-16.0 RATE SCHEDULE:**

The tenderer shall quote rates in the schedule Annexure S-1 for the freight for various category slabs, for transportation to destinations upto 500 kMs and above 500 kMs.

- Tenderers qualifying S-2.1 to 2.4 are required to quote rates for all variants given in the price schedule.
- Bidders who do not qualify for all India transportation but are eligible to bid for transportation upto 500 kMs as per clause S-2.5 will quote for transportation upto 500 kM only.
- Failure to strictly adhere to above would result in rejection of the bid.

**S-16.1** In case of failure to ensure compliance of any or all of the general and special terms and conditions, BHEL reserves the right to make alternative arrangements for hiring vehicles at transporter's risk & cost, besides suspending/reducing/stopping further business.

**S-17.0 TRANSIT TIME**

Prompt delivery of the consignment is of prime importance. The stipulated transit time for transportation of our consignments shall be as under.

**(a) FOR FULL TRUCK LOAD:**

1. Normal truck / Mini truck	:	300 kM per day
2. Open-body trucks & ODC consignments	:	275 kM per day
3. Taurus	:	250 kM per day

**(b) FOR SMALL CONSIGNMENTS:**

1. 0 – 500 kMs	:	20 Days
2. 501 – 1500 kM	:	40 Days
3. 1501 kMs & above	:	60 Days



S-17.1 For delivery of consignments to hilly area and North-Eastern States, the permissible travel time will be **twice of the normal time for the hilly stretch** only.

**S-18.0 THE BUSINESS VOLUME:**

Estimated load of consignments expected to be dispatched during the two years period of operation of the rate contract will be tentatively as per break-up below at an estimated contract value of Rs 628 Lakhs.

**The breakup of loads is as follows:--**

<u>Category</u>	<u>Upto 500 kM</u>	<u>Above 500 kM</u>
▪ Smalls	0.03	0.96
▪ Mini Truck	0.43	10.17
▪ Normal Truck	2.41	58.24
▪ Open body Truck	0.11	8.05
▪ Taurus/HGV	0.40	19.20
<b>Total estimate:</b>	<b>3.39</b>	<b>96.61</b>

**Note:**

- The above figures are only indicative and may vary depending upon actual and our operational requirements.*
- The transporters shall lay no claim whatsoever on BHEL if no fixed volume of work is given to them during the currency of the contract.*

**S-19.0 EVALUATION & BUSINESS DISTRIBUTION:**

S-19.1 The price bids will be evaluated for the total cost index i.e. sum of (% distribution of load as above x quoted rates for each variant) and then compared amongst them to evaluate relative position, separately for both categories i.e., transportation upto 500 kMs and above 500 kMs for applicability in terms of S-19.3 below.

- ✶ However, in case the total cost index is found to be equal for two or more parties, their relative position would be decided on the basis of their average audited turn-over of last three (3) years i.e. 2006-07, 2007-08, 2008-09 specified at S-2.3.

S-19.2 Business award shall be done at equated rates only.

S-19.3 Business is proposed to be distributed on maximum 20 (twenty) parties for both transportation on All India basis (*above 500 kM distance slab*) and for transportation upto 500 kMs, with the L-1 bidder getting about 10% share and the L-20 getting 1% in case of 20 parties with all others in between getting proportionally reduced scale.

S-19.4 In an eventuality of the rate contract being finalized on less than the required number of transporters, the balance volume of business would be distributed on pro-rata basis among eligible transporters. BHEL may reschedule the volume of business & Performance Security Deposit amount accordingly to eligible transporters on pro-rata basis.

S-20.0 These special terms & conditions shall be read in conjunction with General Terms & Conditions CDC/T&G-TC/02e/July'07, to the extent the same are applicable for truck transportation. In case of ambiguity between the two, the provisions in this will over-rule.

Addl. General Manager (CDC)  
Bharat Heavy Electricals Limited, Bhopal.



**Annexure 'S-1'**

**ALL INDIA ROAD TRANSPORTATION  
OF CONSIGNMENTS BY TRUCKS**

**SCHEDULE OF RATES; CDC/E-00268**

**OUTGOING CONSIGNMENTS**

	<b>Freight</b>	<b>[Rate in Rupees per km]</b>	
	Category of consignment	ALL INDIA DESTINATIONS	
		Up to 500 km	Above 500 km <sup>(**)</sup>
1.0	Smalls ( <b>per MT</b> )		
2.0	Mini Truck ( <b>per 3.5 MT</b> )		
3.0	Normal Truck ( <b>per 9 MT</b> )		
4.0	Open-body Truck ( <b>per 9 MT</b> )		
5.0	Taurus/HGV (per 15 MT)		
6.0	Open Taurus/HGV (per 15 MT)		

<sup>(\*\*)</sup> To be quoted by only those bidders who qualify in terms of S-2.1 to S-2.4, ie. IBA, Ownership of 20 truck/ 3 tauruss, average annual turn-over of Rs250 Lakhs and Minimum 75 branch/ authorised franchise offices.

Date:

(Signature & Seal of the Tenderer)



**Annexure – 1**

**CHECK LIST FOR SCRUTINY ON BID OPENING**

( Forming part of Techno-commercial [Part-I] bid) ; CDC/E-00268

(All statements to be substantiated with documentarily evidencing the same in the name of tenderer / firm only.  
Enclosures to be submitted orderly placed, serially numbered & properly secured / bound , leaving no loose sheets)

SNo	Particulars for evaluation of techno-commercial bid	Comments/ Remarks by Bidder	Compliance enclosed at page.....of offer
1.	Is bid submission strictly in order as per tender clauses of special & general terms & conditions.		
2.	EMD of Rs. 200,000/- (Rupees Two Lakhs only) by DD/banker's cheque No..... dated ..... Drawn on (Name of Bank) .....		
3.	Statement of bid evaluation as per Annexure-2		
4.	Self certification affidavit cum agreement (Annexure, T-1)		
5.	RTO Authentication of registration particulars for twenty (20) Trucks – Annexures 4 & 5		
6.	Confirmation on two trucks within 8 years age		
7.	Price Bid (Schedule of Rates) (Part-II of Bid) as per Annexure 'S-1'		
8.	Company Profile as per Annexure-6		
9.	Documents supplementing eligibility in terms of General terms & conditions relating to Power of Attorney, Company/Firm Registration details.		
10.	IBA Recommendation (enclose certified copy)		
11.	Income Tax Return for three (3) financial years i.e 2006-07, 2007-08, 2008-09		
12.	Audited annual report / balance sheet for three (3) financial years i.e 2006-07, 2007-08, 2008-09		
13.	Banker's certificate as per Annexure-3		
14.	Printed only list of branches, enclose booklet		
15.	Business particulars during past 3 years with PSUs, Central/State Govt. Deptts, MNCs & Reputed Pvt. Cos (Name of the Client, Transportation work scope, Contract duration, value of the contract, in a tabular form shall be submitted.)		
16.	Details of Truck contracts awarded by BHEL, Bhopal		
17.	Details of Truck/Transportation contracts awarded by other BHEL Units.		
18.	Write-up on having presence in the N-E states, if any		
19.	Details of computers, Internet connection, fax & telephone etc. in local office for effective and fast communication.		
20.	Specific deviations if any, to our Special & General Terms & Conditions (enclosed separate sheet)		

Signature of the authorised signatory affixing official Seal of the bidder





**Annexure - 2**

BHARAT HEAVY ELECTRICALS LIMITED; BHOPAL  
CENTRAL DESPATCH CELL

**ALL INDIA TRANSPORTATION RATE CONTRACT BY TRUCKS**  
**STATEMENT FOR BID-EVALUATION ON ELIGIBILITY CRITERIA; CDC/E-00268**

**Important:** All the points of the statements to be adequately substantiated invariably with documentary proof thereto.  
Non-compliance of this requirement shall be deemed fit to reject the tender primarily on scrutiny on the tender opening, facilitating freezing of eligibility for price-bid opening.

SNo	Particulars	Compliance status		
1.	Name of the firm			
2.	Legal status of the firm			
3.	IBA Recommendation details			
4.	Financial status of the bidder	2006-07	2007-08	2008-09
	▪ Turn-over for three years			
	▪ ITCC/IT Return details			
	▪ Bank certification for 3 years			
5.	Local office status, particulars and contact details.			
6.	All-India status in terms of network (documentarily substantiated) • No of branches. • No. of States covered • Owned/Legal franchises			
7.	Ownership of fleet strength of vehicles of different capacities.			
8.	Business particulars during past 3 years with PSUs, Central/State Govt. Deptts, MNCs & Reputed Pvt. Cos			
	▪ (Name of the Client, Transportation work scope, Contract duration, value of the contract, in a tabular form shall be submitted.)			
9.	Printed list of Branches			
10.	EMD (DD ) details			
11.	Local godown particulars			
<b><u>Observation on preliminary scrutiny for eligibility:</u></b>				

Signature & Seal of the authorised signatory



**Annexure - 3**

**PROFORMA FOR BANKER'S CERTIFICATE**  
**ON BANK LETTER HEAD**

**TO WHOMSOEVER IT MAY CONCERN**

M/s -----

(Name of the transporter with address)

(a limited company/private company/ partnership/ proprietorship) is maintaining a current A/c with us.

During the previous years firm's transactions with the bank had been as under:

(in Rs. Lakhs)

Particulars	2006-2007	2007-2008	2008-2009
Bank transactions			
Cash Credit/OD limit			
Any other aspect			

The Bank Transactions of the firm has been found satisfactory and their financial position is sound.

Place:

Date:

Authorised signatory of the Bank with Seal.



**Annexure - 4**

**VERIFICATION STATEMENT OF SUBMITTED DOCUMENTS WITH ORIGINAL**

Vehicles offered for eligibility against All India Transportation Rate Contract No. CDC/E-00268 (Outgoing) [to be got verified with original documents on award]

*Separate sheets to be used for trucks and Taurus*

Particulars	1/11	2/12	3/13	4/14	5/15	6/16	7/17	8/18	9/19	10/20
<b>Regn. No</b>										
Category										
Type										
Regd. Year										
Ownership										
Platform Type										
--- do -- Size (lxwxh)										
No. of Axles										
No. of tyres										
Tyre size										
Wheel base										
Horse Power										
ULW, MT										
RLW, MT										
Pay Load, MT										
<b>Date upto</b>	Road Tax									
	Permit									
	Fitness									
	Insurance									
Coverage of permit										

Verified with original

Authorised signatory with company seal

**Annexure - 5**

**Sub: RTO Authentication of registration particulars of Vehicle No.** \_\_\_\_\_  
(In line with Form No. 23 of CMV Rule 48)

Ref: Qualifying Criteria for tender No. CDC/E-00268& CDC/E-00269 of BHEL, Bhopal

The registration and other relevant particulars of above said vehicle are furnished below as desired by M/s ..... against their application dated ..... under receipt of requisite fees of Rs..... (Rupees ..... only) vide our office Receipt No.....dated.....

1. Name of the owner with address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Class of vehicle: \_\_\_\_\_
3. Maker's name/model \_\_\_\_\_
4. Category of vehicle \_\_\_\_\_  
(as applicable)
5. Year of Manufacture \_\_\_\_\_
6. Chassis No. \_\_\_\_\_
7. Engine No. \_\_\_\_\_
8. Horsepower: \_\_\_\_\_
9. Un-laden weight: \_\_\_\_\_
10. Maximum laden weight \_\_\_\_\_
11. Coverage of permit: \_\_\_\_\_

**12. Particulars of Axles & tyres:**

	No. off axles	Tyre details			Carrying load	Axle type
		No. off	Size	Ply rating		
Front axle						
Rear Axle						
Any other						

13. Date of registration: \_\_\_\_\_
14. Vehicle tax paid upto \_\_\_\_\_
15. Fitness valid upto \_\_\_\_\_
16. Permit valid upto \_\_\_\_\_
17. Insurance Valid upto \_\_\_\_\_

Signature of RTO affixing office seal

**Company Profile of the Tenderer**

1. Name of the firm/concern:
2. Nature of the firm/concern:
3. Year of inception:
4. IBA Code No.:
5. Income Tax PAN Number:
6. Registered Office:
7. Corporate Office:
8. Zonal Office:
9. Office for Immediate Reporting:
10. Website:
11. Phone Number:
12. Fax Number:
13. E-mail id:
14. Company incorporation details:
15. Board of Director:
16. Business Activities:
17. Bankers:
18. Details of Branch Offices:

SNo.	Place/Location	Address	Contact Person	Phone	Fax	E-mail Id

19. Details of Vehicles owned.

SNo.	Regn No.	Model	Make	Type of Body	Axles	RLW	ULW	RPL

20. Details of Clients.

SNo.	Name of Client	Job Details	Contract duration	Contract Value.

20. Paid-up Capital:
21. Annual turnover:
22. Membership of Professional Associations, if any
23. Associates, if any.

(Signature of the Authorised signatory affixing official seal of the Bidder)

Name:

Designation: