



BHARAT HEAVY ELECTRICALS LIMITED
(A Government of India Undertaking)
TIRUVERUMBUR, BOILER PROJECT, P.O.
TIRUCHIRAPALLI - 620 014.

MAINTENANCE AND SERVICES / TRANSPORT
NOTICE INVITING TENDER

- | | | | |
|-----|--|---|---|
| 01. | Name of work | : | Hiring of Ambulances for BHEL hospital services |
| 02. | Tender No. | : | BHE/M&S/TPT/ Ambulance/12-13 |
| 03. | Value of contract | : | As per Tender Notification |
| 04. | Contract period | : | As per Tender Notification |
| 05. | Last Date for Receipt of Tenders | : | 14.30 Hrs. on 28.05.2012 |
| 06. | Date of Tender Opening (Technical bid) | : | 15.00 Hrs. on 28.05.2012 |

ISSUING OFFICER

TENDER NO. BHE/M&S/TPT/ Ambulance/2012-13

PART –A

SECTION –I

QUALIFYING CRITERIA FOR THE SUPPLY OF AMBULANCE ON HIRE BASIS

The bidder has to meet the following requirements to get qualified for submitting tender for operation of Ambulance on hire basis.

SL. NO.	REQUIREMENTS	BIDDERS RESPONSE
01	The bidder should have min. 3 year experience in operating ambulances/Taxi on regular contract basis for State/Central Govt. or under takings or private firms. Performance certificate from the customers (minimum two) should be furnished.	
02	The bidder should have minimum 1 No of ambulance in their name or firm name or partner name with necessary documents for proof to be attached.	
03	BHEL reserves the right to verify the information provided by the bidder. In case the information provided by the bidder is found to be false / incorrect, the offer shall be rejected.	
04	Services offered by the bidder must meet the requirements of contract as detailed in the Tender specification.	
05	Financial Status: -Audited balance sheets for three years to be provided. (FY 2008-09, 2009-10 & 2010-11) -Copies of Financial Turnover of the income tax return for three years to be provided (FY 2008-09, 2009-10 & 2010-11)	
06	Firm Registration No., Service Tax No. and PAN No. (copy should be enclosed)	

SECTION-II
CABS/TRAVELS COMPANY (Vendor) PROFILE

SL.No.	PARTICULARS	BIDDERS RESPONSE
01.	Name of Cabs/Travels	
02.	Status of the Cabs/Travels	1.Proprietorship 2.Partnership
03.	Full address of the Cabs/Travels	
04.	Name of the Proprietor/Partner of the Cabs/Travel (in case of Partnership, deed copy should be submitted)	
05.	Telephone No. of the firm (copy should be enclosed)	
06.	Organizational structure with name and designation	
07.	Travel's E-mail Address	

SECTION – III
 BID/OFFER FORMAT
 The Bidders to note the following

SLNo.	REQUIREMENTS	BIDDERS COMPLIANCE
01.	The Bidder shall submit the offer in TWO PARTS SYSTEMS 1. Technical (Part-I) 2. EMD cover 3. Price Bid (Part-II) (Covers should be superscripting Tender No.)	
03.	All the above 3 covers put into a large single cover and superscripting Tender Notice. BHE/M&S/TPT/ AMBULANCE/2012-13	
04.	The Part-1 Technical bid alone will be opened on the Tender opening date	
05.	Part-II Price Bid of technically suitable bidders will be opened after giving prior intimation.	
06	The contract for 1 No Tempo Traveller and 3 Nos of Maruthi Vans. Ambulances and one Dead Body Movement Van will be awarded to single operator only	

EMD COVER

EMD Rs. **1,50,000/-** (Rupees one lakh and fifty thousand) is to be submitted along with offer and is to be remitted by pay order or demand draft only in favour of M/s BHEL, Trichy.

EMD shall not carry any interest.

EMD shall be enclosed along with the Part-1 – Technical offer.

The offer without EMD will not be considered for evaluation.

SECTION IV
SCOPE OF WORK FOR HIRING OF AMBULANCE

We require the following Ambulances on hire basis.

Sl.No.	Type of ambulance required	Year of Registration	Reqd. No.	Contract Period
1.	Tempo Traveller (Ambulance) Diesel	2012	1	3 years
2.	Mini Maruthi (Ambulance) Petrol	2012	3	
3.	Dead Body Movement Van Diesel	2006	1	

01. The ambulance should be equipped with medical kit and necessary fitments such as
 - a) Hooks for intra-venous bottle
 - b) Bracket for oxygen cylinder with adjustable straps
 - c) Wailing horn and signaling equipment
 - d) Factory made stretcher
 - e) Medicine cabinet.
02. The performance of the contractor for the first three months (trial period) will be reviewed and if found satisfactory by BHEL, the contract will be extended till the end of contract.
03. Ambulance operation should be throughout the year (24 hours service for 365 Days) including Sundays and Holidays.
04. The Ambulance should be stationed at Our main Hospital and OHS at inside factory at all times with full readiness and for operation in respect of fuel availability and willingness of the drivers.
05. Price variation will be compensated on Diesel / Petrol price Increase/decrease on reckoning 10 kms/litre for diesel/petrol version Ambulances.
06. Price revision of diesel/petrol will be applicable only on its category of version.
07. Milometer will be verified/checked by the in charge of ambulance if necessary.
08. The driver should keep the vehicle neat and clean.
09. In case of repair/maintenance of ambulance, the spare ambulance will be permitted after approval of Transport In-charge.
10. Fan belt (b) stephney (c) standard tools (d) spare bulb (e) fuses (f) hose pipe etc., to attend emergency repairs.
11. The Ambulances colour should in WHITE COLOUR.
12. Ambulance should be provided with EMERGENCY siren and REVOLVING LIGHT.
13. Ambulances should ply only with the "BHEL" name board supplied by BHEL.
14. The driver should have minimum three year experience of driving in similar vehicle with proof of valid license and First Aid Training Certificate.
15. The driver should work in 8 Hours duty per day only.
16. The Ambulance drivers should keep the relevant documents (driving license, road tax token, registration certificate, insurance cover note, fitness certificate of the vehicle, permit etc.) with the Ambulance.

17. It is most important that the same Ambulance should be supplied with same driver daily. If there is a change of driver/Ambulance, the firm should get prior permission from Transport In-charge.
18. The drivers posted for our duties should wear proper white colour uniforms and shirt should be tucked-in and should have valid driving license. The driver's appearance and behavior on and off the Ambulances should always be decent and courteous. The driver should wear cap and shoes.
19. Drivers allow the patients to get inside the ambulance and then only driver should enter the ambulance.
20. The driver should open and close the doors for the PATIENTS while getting into and alighting the Ambulance.
21. The driver should be paid as per the Government minimum wage Act and an additional payment as per circular ref.BHE/HR/W/MW/16.08.2011 is to be paid to the contract workmen as below, over and above the Minimum Wages prescribed by the Government of Tamilnadu
Skilled - Rs. 2500/-
A minimum Bonus @ 8.33 % to Driver to be paid.
22. Trip sheet for Ambulances engaged by BHEL will be supplied by BHEL. It is the responsibility of the Ambulance drivers to get all the column and each every movement filled and get signed by the authorized officials of the Company.
23. In case of loss of original trip sheet BHEL reserves the right not to entertain the claim.
24. In case of failure of METER READING (METER showing KMs), the same should be brought to working condition, before reporting to duty the next day. For the journey period and distance on the day of failure of the meter, the payment will be released based on the certification made by Officer/Hospital. From the next day onward only the DAILY RENT CHARGES WILL BE PAID in case the meter is not set right.
25. That the Ambulance contractor will bear the entire responsibility of submitting the duly filled (in-coming KM/time, outgoing km/time and detailed specific places visited) in Daily Trip sheets given by the company for each trip after obtaining the signature of the casualty officials only. Incomplete daily trip sheet will be restricted for the actual information furnished for payment purpose.
26. Only machine numbered bills should be produced for payment.
27. Penalty for non-supply of Ambulances will be levied as under:
 - i) A token penalty of Rs.500/- per Ambulance per day for short supply.
 - ii) The difference between the contract rates and actual due to the engagement of other vehicles will be recovered in addition thereto.
28. In case of break-down/work shop service of the Ambulance while in operation, the Ambulance should be replaced by an alternative vehicle within 30 minutes from the time of breakdown. The alternate ambulance should be in good condition. The ambulance will be certified by our Officials/In-charge.
29. If any Break down during the emergency use the driver should inform to Transport or Hospital for immediate action.
30. In case of non-replacement of vehicle BHEL will arrange on its own and recover the amount from the contractor. Bills should be prepared combining the total kms and total hrs. of both the Ambulances (ie. break down Ambulance and substitute Ambulance). The log/trip sheet shall mention about break-downs. If the replacement vehicle is not received for break-down vehicle, only fuel charges will be allowed for the break-down vehicle.

GENERAL TERMS AND CONDITIONS FOR SCOPE OF SUPPLY

1. The contract is valid for THREE years with effect from the date of commence of work.
2. Registered Ambulance/cabs operators whose performance is not satisfactory are liable to be removed from the register at the sole discretion of BHEL.
3. The Ambulances should not be owned by BHEL employees and their dependents.
4. The firm should ensure that there should not be any advertisement on the ambulance.
5. The drivers should have coverage under PF/ESI/CONTRACT LABOUR REGULATIONS ACT.
6. BHEL shall have the right to cancel the contract at any time without assigning any reason.
7. Dead body van will be used as and when required. The contractor has supply the van within an Hour from the time of intimation.
8. Quotations are to be considered on the basis of rates prevailing on the date of tender opening.
9. Timely providing of the Ambulance and good up keeping of the ambulances for running efficiently is the essence of the contract. Further he will see that the ambulances are provided with following additional things and emergency accessories.
10. No tape- recorder should be fitted. Playing of tape recorders or radios in the Ambulances should be avoided.
11. BHEL reserve its right to refuse to engage any vehicle even after arrival at the factory, if the driver and the vehicle do not conform to any of the regulation of MV act or and AMPV rules.
12. The Contractor should not change their vehicles without prior permission of BHEL.
13. The Contractor shall not sub-let any portion of the contract without the prior written approval of the Accepting Officer.
14. The Contractor shall at his own expense reinstate and make good to the satisfaction of the BHEL Management and pay compensation for any injury to any person, loss or damage occurred to any property or rights whatever including property and rights of BHEL (or agents) servants or employee of BHEL, the injury loss or damage arising out of or in connection with or during the execution or performed execution of the contract & further the

contractor shall indemnify the BHEL against all Claims enforceable against BHEL (or any agent, servant or employee of BHEL) or which would be so enforceable against BHEL where BHEL is a private person, in respect of any such injury (including injury resulting in death) loss or damage to any person whomsoever or property including all claims which may arise under the workmen's Compensation Act or otherwise.

15. Any addition or deletions or changes in the partnership deed should be informed to BHEL well in advance.
16. Subject as aforesaid the provisions of the Motor Vehicles Act or any Statutory modifications or amendments or re-enactment thereof and the rules made thereunder from time to time have to be followed by the Transport Contractors.
17. BHEL will not be responsible for any complications arising out of such contingencies, if any.
18. Any mishap (i.e. fire or accident, etc.,) occurs en route is the complete responsibility of the Ambulance contractor. He is also responsible for the safe, comfortable and timely transporting of the patients.
19. The Ambulance contractor shall carryout the work to the entire satisfaction of In charge/ Hospital Services or the authorized officials of the company
20. All applicable taxes and duties will be paid by BHEL on production of valid documents.
21. The actual AMBULANCE parking charges if any at any places incurred will be reimbursed by production of the original receipt without any corrections or over writings.
22. A penalty of Rs. 500/- (Rupees five hundreds only) per day will be levied and deducted from the running bills or from the security deposit without any prior intimation to the contractor, in case of the driver of the contractor not following any other Motor vehicles safety rules.
23. In case of breach of any or whole of the above terms and conditions by the Ambulance contractor, BHEL will have the liberty to cancel the registration and contract either in part or in full and entrust in part or in full the work to any other Ambulance contractors and the contractors shall be liable to pay the extra cost involved in the executions of cancelled part of the contract.
24. That the company shall have the right to recover from the contractor any extra expenditure incurred due to late reporting or breakdowns or any other types of inconvenience caused to the patients.

25. Any amount recoverable from contractor towards the loss/damage will be adjusted from the outstanding payments due from BHEL or from the security deposit.
26. In case this amount is insufficient for such recoveries the ambulance contractor should agree for hand payment.
27. In case of intermediate break down of a Ambulance while on operation, a sum of Rs.100/- per hour (fraction breakdown hours will be rounded off to full hour) will be deducted from the particular bill for the break down hours. Otherwise, the contractor should make the Ambulance available additionally for the break down hours .
28. If the contractor fails to supply the demanded number of Ambulances during the period of contract, he will be deemed to have defaulted in the performance of the contract and BHEL has right to debar him from participation in the future contracts. BHEL reserves the right to engage any other vehicle at the cost and expenses of the contractor.

GENERAL TERMS AND CONDITIONS FOR TENDER

01. Sealed Tenders enclosed for the work are hereby invited from contractors, experienced in works of similar kind and magnitude.

Tenders should be addressed to the Manager / M&S/Planning, Bharat Heavy Electricals Limited. Tiruchirapalli- 620 014 the full name and address of the Bidder and the name of the work being noted on the cover with tender Ref. & due date of opening.

02. All entries in the tender documents should be made in one ink. Erasure and over-writing are not permitted. All cancellations and insertions should be duly signed by the Bidder concerned.
03. Bidders should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents also sign each and every page of the tender document including the drawing attached there to while submitting their tender.
04. *Unit rates should be quoted in figures as well as in words with reference to each item and for all the items shown in the attached schedule.*
05. Rates for each item of the tender schedule should be quoted in Rupees only. In case any difference in rates quoted to figures and in words, the lower of the rates will be taken as the tendered rate.
06. Service Tax as per the Government Norms. Income-Tax will be deducted as per the Rules.
07. In the event of tender being submitted by the firm, the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the power of attorney on behalf of the firm concerned. In the latter case, a copy of the power of attorney duly attested by a Gazetted Officer must accompany the tender.
08. Tender must be accompanied by Deposit receipt for the amount mentioned in this tender notice as Earnest Money Deposit, pledged to BHEL, Tiruvermbur in any of the forms mentioned in para 15 of the General Instructions to bidders (Revised). This Earnest Money Deposit will be refunded to the unsuccessful bidders within 15 days on finalizations of the award of work. In the case of successful tender, the earnest Money Deposit will be retained as part of the Security Deposits for satisfactory completion of the work in accordance with clause 16 of the General Conditions of contract as amended up to date.

Note : "Cheque, Currency Notes or Money Order will not be accepted in lieu of the Deposit Receipt referred to above".

09. SECURITY DEPOSIT:

The amount of security Money to be deposited for proper fulfillment of the contract will be as follows:

- a. For Contract Valued up to 10% of the Contract value
Rs. 10.00 Lakh.
- b. For Contract Valued above 1 lakh plus 7.5% on the balance of
Rs. 10.00 Lakh upto the Contract value.
Rs. 50.00 Lakhs
- c. For Contracts valued above Rs.4 lakhs + Plus 5% on the
Rs. 50.00 Lakhs balance of the contract value.

The contractor whose tender may be accepted shall, within seven days of receipt by him of the notification of acceptance of his tender, deposit with BHEL, Unit: Tiruverumbur, the prescribed sum as per Clause 16 (i) above towards Security Deposit.

- a. Cash (as permissible under the Income Tax Act), Pay order or Demand Draft in favour of BHEL.
 - b. Local cheques of scheduled banks, subject to realization.
 - c. Securities available from Post offices such as National Savings Certificates, Kisan Vikas Patra etc. (Certificates should be held in the name of the contractor furnishing the security and duly pledged in favour of BHEL, Trichy and discharged on the back).
 - d. Bank Guarantee from Nationalized, scheduled Banks / Public Financial Institutions as defined in the Companies Act subject to a maximum of 50% of the total security deposit value. The balance 50% has to be remitted either by cash or in the other form of security. The bank guarantee format should have the approval of BHEL.
 - e. Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.
 - f. 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 will be collected before start of the work and the balance 50% may be recovered from the running bills.
 - g. EMD of the successful bidder shall be converted and adjusted against the security deposit.
10. NO INTEREST SHALL BE ALLOWED ON SECURITY DEPOSITS. BHEL, shall not be responsible for any loss of securities due to liquidation or any other reason whatsoever or any depreciation in the value of the Securities while in their charge or for any loss of interest thereon.
11. NOTE: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subject to hypothecation or endorsement on the documents in favour 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.
12. All compensation or other sums of money payable by the contractor to BHEL under the terms of this contract or under any other contract with BHEL, may be deducted from the Security Deposit or realized by the sale of the securities or from the interest arising there from or from any sums which may be due or may become due to the contractor payable by BHEL, on any account whatsoever against this contract or any other contract with BHEL and in the event of his Security Deposit being reduced by reason of such deductions or sale as aforesaid, the Contractor shall

within seven days thereafter make good in cash or in securities endorsed as aforesaid, any sum or sums by which the security Deposit has been so reduced.

13. Security Deposit may be refunded on completion of the work on submission of No Due Certificate.
14. Unless the Contractor, whose tender is accepted, signs the contract agreement within seven days (7 days) of the date of the order directing him to do so, the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of the tender withdrawn.
15. After opening of tenders, a bidder revokes his tender or increases his earlier quoted rates or after acceptance of his tender does not commence the work in accordance with the instructions, the Earnest Money Deposited by him will be forfeited and acceptance of his tender withdrawn. In only, a part of the work included in the tender withdrawn. In only, a part of the work included in the tender has been awarded to the bidder and the bidder refuses to take up the work the amount of Earnest Money to be forfeited will be based on the value of the contract so awarded.
16. The BHARAT HEAVY ELECTRICALS LIMITED, reserve the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefore. In the case of acceptance of the part of tender, time for completion may also be reduced to the extent considered appropriate by the accepting officer.
17. Tenders not submitted on the prescribed forms are liable to be rejected.
18. Tenders submitted by Post should be sent by “ Registered Post with Acknowledgement Due”. These should be posted with due allowance for any delay in postal delivery. Tenders received after the due date of opening of tenders are liable to be rejected.
19. The Contractor’s responsibility under this contract shall commence from the date of work order.
20. If a bidder expires after the submission of his tender or after the acceptance of his tender, the BHEL may at their discretion cancel such tender.
21. If the bidder deliberately gives wrong information in his tender BHEL, reserve the right to reject tender at any stage.
22. The general and Special Conditions of Contract are complementary to each other and where they are in conflict, the special conditions shall prevail.
23. Bidders shall not increase their quoted rates, in case the BHEL, negotiable for reduction of rates. Such negotiations shall not amount to cancellation or withdrawal of the original offer and the rates originally quoted shall be binding on the tenders for the period of three months from the date of opening of tenders.

PART –II
RATE SCHEDULE (PRICE BID)
BHE/M&S/TPT/ AMBULANCE/2012-13

1. DIESEL TEMPO TRAVELLER AMBULANCE (DIESEL)
Registered in 2012

SL. NO.	DESCRIPTION OF WORK	UNIT In Rupees	Rate for 1 year contract	Rate for 2 year contract	Rate for 3 year contract
1.	24 Hours operation continuously on all 365 days throughout the year. (Per ambulance/per day)	Per Day			
2.	Rate for Fuel charges	Per Km			

2. MARUTHI MINI AMBULANCE (PETROL)
Registered in 2012

SL. NO.	DESCRIPTION OF WORK	UNIT In (Rupees)	Rate for 1 year contract	Rate for 2 year contract	Rate for 3 year contract
1.	24 Hours operation continuously on all 365 days throughout the year (Per ambulance/per day)	Per Day			
2.	Rate for Fuel charges	Per k.m			

3. DEAD BODY MOVEMENT VAN (DIESEL)
Registered in 2006 or subsequent year
(as and when required)

SL. NO.	DESCRIPTION OF WORK	UNIT In Rupees	Rate for 1 year contract	Rate for 2 year contract	Rate for 3 year contract
1.	From BHEL main hospital to any destination in and around Trichy peripheral places. Distance Limit – up and down is 60 km and 5.00 Hrs. time	Per Trip			
2.	Rate for Fuel charges (60 Beyond Km)	Per km			
3.	Beyond 5.00 hrs	Per Hour			

Conditions:

1. For Ambulances and dead body van, the rates quoted for the 3rd year will be considered for evaluation. For Ambulance L1 Rates will be arrived based on Day Rent + 100 km fuel charges. For Dead body van the rate per trip will be calculated for L1 rate.
2. For Tempo Traveller Ambulance, Maruthi Mini Ambulances and dead body movement van, consolidated L1 Rate will be decided and contract will be awarded to single operator for all the three items.
3. If the contract is foreclosed before 3 year by BHEL, the corresponding year rates will be applied and payment will be made accordingly.
4. If the contract is terminated on the contractor fault or by the contractor on their own reasons, any compensation will not be made, pending bills will be withheld, the recovery vehicles bill amount of will be deducted from the pending bills and EMD till new contract finalized by BHEL.

IMPORTANT POINTS TO BE TAKEN CARE OF WHILE SUBMITTING OFFER

- (a) Should a bidder find discrepancies or omissions in the tender documents or should there any doubt as to their meaning, he should at once address the authority inviting the tender, for clarification well before the due date, so as to submit his tender in time. (No extension of time shall be given for submission of the tender on any account.
- (b) Conditional and late tenders, tenders containing prima-facie absurd rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions herein contained and the tenders not in original ARE LIABLE TO BE REJECTED.
- (c) All entries in the tender documents should be in one ink. Eraser and overwriting are not permitted. All cancellations and insertions should be duly attested by the bidders concerned.
- (d) Rates should be quoted as per the Work / Rate schedule. Rates quoted in any other form will not be accepted and will be rejected.
- (e) Unit rates should be quoted in figures as well as in words for all the items shown in the attached schedule. Wherever there is a difference in the two, the rates in words will be taken as final.
- (f) The tender must be signed separately and legibly by Partner /Director of the Firm or by the person holding the Power of Attorney on behalf of the Firm concerned. In the latter case, a copy of Power of Attorney, duly attested by a Notary Public must accompany the tender.
- (g) If a bidder deliberately gives wrong information in his tender or creates conditions favorable for the acceptance of his tender, the BHEL RESERVES THE RIGHT TO REJECT SUCH TENDER AT ANY STAGE.
- (h) Words imparting singular number shall be deemed to include plural number and vice-versa where the context so requires.
- (i) Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the Bidders who resort to canvassing will be liable for rejection.
- (j) Should a bidder's or a Contractor's or in the case of a firm or company of contractors/any of its shareholder's or shareholder's relative is employed in BHEL, the authority inviting the tenders shall be informed in writing of this fact at the time of submission of the tender, failing which the tender may be disqualified, or if such fact subsequently comes to light, the contract may be cancelled.
- (l) The bidder should sign and stamped in all pages of documents. Submission of tenders by hard copy only.

ISSUING OFFICER