



BHARAT HEAVY ELECTRICALS LIMITED  
(A Govt. of India undertaking)  
POWER SECTOR - EASTERN REGION  
5 X 660 MW SITE OFFICE - NTPC BARH, FGD STAGE – I & II  
P. O. - BARH, DIST. - PATNA, (BIHAR) - 803213

Ref No: BARH:ADMN:VEHICLE:25-26/02

Dated: 25/03/2026

**NOTICE INVITING TENDER**

To \_\_\_\_\_  
M/s \_\_\_\_\_  
\_\_\_\_\_

**Sub: Hiring of 01 no. AC Vehicle for official use at BHEL Barh Site**

Dear Sir,  
Sealed offers are invited from you for the subject job by the undersigned on the behalf of BHARAT HEAVY ELECTRICALS LIMITED as per the tender document detailed below:

SALIENT DETAILS OF NIT		
SL.	ISSUE	DESCRIPTION
1.0	TENDER NO.	BARH:ADMN:VEHICLE:25-26/02 Dated: 25/03/2026
2.0	DUE DATE OF OFFER SUBMISSION	30.03.2026
3.0	EMD AMOUNT	NIL
4.0	COST OF TENDER PAPER	NIL

Enclosed:

1. ANNEX-A (General Instruction & Special terms of Tender)
2. ANNEX-B (General Terms & Conditions)
3. ANNEX-C (Technical Bid cum Price Bid)
4. ANNEX-D (Format for No Deviation Certificate)
5. ANNEX-E (Format for Declaration by authorized Signatory of Bidder)

For and on Behalf of BHEL



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## ANNEXURE –A

### GENERAL INSTRUCTION FOR THE BIDDERS AND SPECIAL TERMS OF TENDER

1. BHEL PSER Barh Site intends to hire AC vehicles to meet for regular requirement of the Site.
2. Bidders are required to go through instructions carefully and complete all the formalities as required. In the event furnishing false information / incomplete information, the offers shall be rejected and no correspondence shall be entertained in this regards.
3. Bidders are required to submit the offer in Technical Bid cum Price Bid, which should be kept in envelope, which shall be properly sealed.
4. Information in respect of Technical Bid cum Price Bid is to be submitted in the prescribed performa as per **Annexure – C**.
5. All the entries in Technical Bid cum Price Bid should be clearly written in ink or Typed and all the corrections are to be duly attested by the bidder.
6. Bidders are required to submit their duly filled in tender documents before 15:00 hrs on 30/03/2026 to BHEL Site Office, NTPC, Barh.
7. The technical Bid cum Price Bid shall be opened at **16:30 Hrs** (30/03/2026) at Conference Hall, BHEL Site Office, NTPC, BARH.
8. Bidders or Bidders representatives may attend the tender opening on the above mentioned date, time and place. No separate intimation will be given to bidders for bid opening.
9. Tender priority i.e. L1, L2, L3 party etc will be arrived by number of lowest rates quoted for different items and different categories/ types of vehicles.
10. In case the lowest rate offered by the bidders are found to be unreasonable, BHEL reserves the right to negotiate for further price reduction and in case the same is acceptable to BHEL and in such case the negotiated rate will be considers as L1 rate for all purposes.



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11. After reaching the agreeable rates to BHEL in all items and categories in the negotiations, these rates will be counter offered to successful tender for acceptance.
12. All the parties who accept the counter offered rates will be listed by BHEL for award for contract at the discretion of BHEL. In case any party is not accepting the counter offered rates, chance will be given to next in line.
13. BHEL reserves the right award the contract to only one party or distributes / split the total requirements amongst maximum three parties. BHEL reserves the right to have parallel contract with any number of contractors.
14. BHEL reserves the right to accept or reject any bid/ all bids or cancel / withdraw the initiation for bid without assigning any reason whatsoever and in such case no bidders shall have any claim arising out of such action by BHEL.
15. Belated and revised offers after opening of the tender will not be considered, but BHEL reserves the right to invite fresh tender or to negotiate for reduction in rates / terms of offer.
16. The tender shall remain valid for acceptance for a minimum period of 90 (ninety) days from day of Technical cum Price Bid opening.

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**ANNEXURE-B**

**GENERAL TERMS AND CONDITIONS**

**1.0 Scope**

Scope includes supply of BS IV/BS-VI complied, 5-Seater AC type vehicle of reputed brands on hire/rental basis. This vehicle will be used for movement of BHEL employees & other officials at BHEL site office inside plant area of BSTPP, Field Hostel & Guest House at BHEL Barh Site, Barh Patna, Bihar.

**2.0 Towards Supply of vehicles & Log Books.**

- i) Well maintained and road worthy vehicle will only be taken in the service of BHEL. The supplied vehicles will be inspected by in-charge concerned or other person authorized and if the vehicle are not found road worthy condition, the same will have to be maintained and within reasonable time.
- ii) The vehicle will be utilized by BHEL Barh Site for plying in plant and adjoining areas as well as in the state of Bihar, Jharkhand and West Bengal etc.
- iii) The vehicles should be furnished with following items.
  - a) The relevant documents like R.C Book, Insurance, Driving License, Permit and pollution certificate etc.
  - b) The vehicles should be provided with foot matting and reverse horn.
  - c) A First Aid box kept in the vehicle.
  - d) The vehicle should be provided with additional/ emergency accessories like i) Fan belt ii) Stephney iii) Standard tool kit iv) spare bulb v) fuses vi) hose pipe etc. to attend emergency repairs.
- iv) Contractor should provide to his employees all tools, tackles and equipment and maintain the same to carry out the job under the contract at his cost and if necessary contractor may take insurance policy of his men, vehicles, equipment and tools and tackles.
- v) Log book should be maintained with each vehicle by the Driver reflecting journey undertaken daily which will invariably get filled up by the user himself in all cases affixing his signature and the same duly certified by the person(s) deputed for this work. The daily trip / run details for billing shall be prepared on the basis of this

**3.0 Measurement of the job**

The following methods of measuring the job carried out by the contractor will be adopted:

- i) Full Day shall mean a period of 12 hours from the schedule time of report.
- ii) Half Day shall mean a period of 6 hours from the schedule time of report on week days / working days.
- iii) Extra waiting shall mean extra work worked beyond 12 hours.
- iv) In Sundays / Holidays, 6 hours duty would be treated as full day, if the vehicles are not required beyond 6 hours with the consent of concerned official.
- v) Holiday / Leave for Vehicle: One day leave will be allowed on any day during the month with two days prior written consent of in charge concerned.



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**4.0 Payment of the Contractor:**

- i) Payment to be made to be contractor on the basis of work carried out.
- ii) Payment of overtime will made for extra hours beyond 12 hours of duty in a day.
- iii) Proportionate deduction will made for half day duty in weekdays/working days.
- iv) There will no extra payment for the outstation trips.
- v) The parking charges, tool tax, barrier tax, state border entry tax etc. during BHEL's duty will be paid extra by BHEL, subject to submission of proof of payment.
- vi) Price Variation: In case any change in the cost of fuel, the reimbursement of fuel will be made as per actual cost of fuel subject to documentary evidence. No increase will be admissible on any other ground.
- vii) Payment to the contractor will be made within 07 days from the receipt of the bill. The contractor will submit the bills on monthly basis, which will be dully verified checked and passed by connection section and forward to finance and Account Section for releasing payment to the party. All payments will be made by Cheque/RTGS/NEFT.
- viii) The above rate / charges decided will be inclusive of all charges like taxes, Comprehensive Insurance, payment to staff, vehicle maintenance, overhead etc. But will not include GST & fuel charges. The fuel charges will be reimbursed based on fuel efficiency.
- ix) BHEL will reimburse the cost of fuel, mobil & Urea/DEF (Diesel Exhaust Fluid) as per the following terms:

PARTICULARS	DESCRIPTION	RATE OF REIMBURSEMENT
For Diesel Oil	10 KMs / per litre for AC Vehicles	At actual Market rate.
For Urea/DEF (Diesel Exhaust Fluid)	Cost of 1 litre Urea/DEF will be paid on every 400 KM running of vehicle (applicable for BS-VI complied vehicle only)	@ ₹ 195/- per litre.
For Mobil	Cost of 1 litre mobil oil will be paid on every 400 KM running of vehicle.	@ ₹ 220/- per litre.

- x) Any other consumables or fuel which is incidental & necessary for running & operation of vehicle will also be reimbursed, subject to proof of payment. However, normal wear & tear will not be reimbursed.
- xi) The total hiring charges payable will be rounded off to the nearest full rupee value. Income Tax shall be deducted at source as applicable under relevant Act / Law.

**5.0 Contractual and legal obligation of the Contractor:**

- i) BHEL has the pivot of the contract with the contractor only and will give instructions to the contractor or his authorized representative. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the Contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer –employee relationship.



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- ii) Contractor shall supervise the work allotted to him and to be carried out by his employees.
- iii) Contractor to ensure that the employees deployed in the premises of BHEL are physically and mentally fit and do not have any criminal record. Such employees should possess requisite skill, proficiency, qualification experience etc. The contractor shall arrange to obtain police verification of each of driver deployed.
- iv) The contractor should also ensure that he/she will engage the vehicles with drivers who know the following genuine ethics and he /she will instruct them to implement the same: -
  - a) The driver should have minimum three years' experience of driving in similar vehicle with proof of valid license.
  - b) The driver should keep the vehicle neat and clean daily / timely before reporting for the duty.
  - c) The driver should allow the passengers to get inside the vehicle and later on he should enter into vehicle.
  - d) The driver himself should open and close the doors the passengers / customers while getting into and getting out of the vehicle.
  - e) The driver shall not smoke / be drunk while on duty.
- v) Contractor to maintain appropriate records of these employees deployed to carry out the job(s).
- vi) Contract should issue appropriate appointment letters to his employees.
- vii) Contractor to provide employment card / identity card with photographs duly verified and attested by the Contractor to his employees. Contractor to indicate the name of the proprietary / partnership firm/company, place of work, contract number and duration of validity of card.
- viii) Contractor shall provide mobile phone to the employees/driver deployed by him for operation of vehicle.
- ix) Contractor will be responsible for the good conduct of his employees. In case of any misconduct/misbehavior by any employee, the contractor will replace such employee(s) immediately.
- x) Contractor will keep watch on his employees and he will be liable for any pilferage / loss to BHEL due to acts of omission and commission by his employees. Similarly, liability for any compensation to outsiders on account of any act of omission and commission by the employees deployed by the contractor shall lie exclusively with him.
- xi) The contractor shall be responsible for enforcing all safety regulations as applicable under motor vehicle act.
- xii) The contractor to ensure that all precautions are taken for safety of his employees and equipments.
- xiii) In the event of termination of contract for any reason, whatsoever, the contract shall withdraw all his employees form the establishment of BHEL. In case contractor decides to terminate services of his employees, he should settle all terminal dues including retrenchment compensation.

## 6.0 Towards statutory Liability

- i) All statutory requirements under Minimum Wages Act, 1948, Payment of Wages Act, 1936, Workmen Compensation Act, 1923, EPF & MP Act, 1952, payment of Gratuity Act, 1972, ESI Act, 1948. The Contractor Labour (R & A), Act, 1970, Payment of Bonus Act, 1965, Income Tax,



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- GST Act, Motor Vehicle Act, 1988 and all other applicable Acts shall be complied with by the contractor.
- ii) Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.
  - iii) The Contractor shall indemnify BHEL against all claims and losses under various labour laws, statutes or any civil or criminal law in connection with employees deployed by him.
  - iv) The liability for any compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor.
  - v) Route permit / national permit / clearance form RTO or any other authority concerned and compliance of any other legal formalities connected with the contract have to be arranged by the Contractor at his cost. BHEL does not take any responsibility in this regard.
  - vi) The Contractor will ensure that all vehicles deployed under this contract agreement are covered by a comprehensive insurance policy. Under no circumstance shall BHEL be liable to compensate for any loss or damage that may be caused to / by the vehicles while engaged in discharge of the Contractor's obligations under this contract.
  - vii) Contractor to obtain insurance cover for his employees/ equipments /tools and tackles etc and take third party risk insurance coverage at his own cost. BHEL shall not be responsible for any loss, damage, pilferage of his property and / or his employees.

#### 7.0 Rights and obligations of BHEL.

1) In case the contractor does not carry out the contractual/ statutory obligations or the services rendered by him are found to be unsatisfactory, BHEL shall bring the same to his notice and he will be obliged to discharge the obligations and rectify the deficiency / anomaly within specified time failing which BHEL reserves the right to impose the specified penalty and / or terminate the contract without assigning any reason whatsoever. In such an event, no damages will be payable for short closure of the contract.

2) The contract may be terminated at any time without paying compensation whatsoever to the contractor in case of misbehavior, disobedience, dishonesty, clandestine, insolvency, any court order, non-sanction of road permit or any other related activities on their part or their failure to fulfill the terms and conditions of the contract.

3) BHEL Reserves right to short close the contract at its discretion at any point of time without assigning any reason thereof.

4) Penalty:

- i) A penalty of Rs. 500 (Rupees Five hundred only ) per day shall be deducted from the bill excluding off days allowed in a month subject to force majeure like fire, accident, any public unrest, any other act of God etc.
- ii) After resuming duty, if a contractor does not ply the vehicle for the rest of day or remain absent, an amount of Rs. 500.00 (Rupees Five Hundred only) shall be imposed.
- iii) A penalty for Rs. 50.00 (Rupees Fifty) per day will be deducted from the billed amount, if the stepney is not placed at the space provided and kept inside the vehicle.
- iv) In the event of any breakdown, alternative arrangement of same model or latest model of vehicle should be made available by contractor immediately at his own cost failing which action as clause D 4 (i) shall be applicable.



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- v) While on duty, if the driver of the hired vehicle is found to be indulging in any case of disobedience, misbehavior. Malpractice. Fraud or any act of misdemeanor, a penalty amounting to Rs. 1,000/- (Rupees one thousand only) will be imposed on the concerned contractor. A repeated act of indiscipline is punishable by stopping the services with any notice or termination of the contract and other consequence depending upon the gravity of the case.
- vi) A penalty of Rs. 500/- (Rupees Five Hundred only) shall be levied and deducted from the running bills if the driver of the contractor not following any motor vehicle safety rules.
- vii) The decision of BHEL regarding interpretation of any terms and conditions set forth in the agreement shall be final and binding on the contractor.

**8.0 Duration of the contract**

Duration of contract will be 24 months from date of placing of WO to the successful bidder; both the parties reserve the right to extend the contract on mutually agreed terms and conditions.

**9.0 Arbitration and Governing Law**

All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with the provision of the Arbitration and Conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of BHEL PSER Barh Site. The award of the arbitrator shall be final and binding on both the parties. The venue of the arbitration shall be in Kolkata in India. The Award to be given by Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to be exclusive jurisdiction of Kolkata courts.

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**ANNEXURE- C**

**TECHNICAL BID cum PRICE BID**

1. Name of the Firm / Party / Owner:

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2. Address of the Firm / Party / Owner:

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-----  
-----

3. Nature of firm / Party -----

(Please indicate Proprietor / Partnership /Private Ltd. / Public Ltd. / Individual)

Note: In case of partnership concern, please enclose photocopies of the partnership Deed. Copy of the resolution of the Partnership also to be enclosed wherever necessary).

4. Name of the persons authorized for signing the contract / dealing with BHEL

5. Whether the tender is register as Tour and travel operator: YES / NO  
(If yes, please enclose Xerox copy of the same)

6. Please indicate your PAN for deduction of TDS under Income Tax Act.

\_\_\_\_\_ (Please enclose Xerox copy of the PAN Card)

7. Experience, if any with details

Name of the Organization	Experience in year in running the vehicles
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_____	_____
_____	_____

8. Are you having any relative working in BHEL: Yes/ No



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9. If yes, please give details  
 a) Name \_\_\_\_\_  
 b) Staff No. \_\_\_\_\_  
 c) Designation \_\_\_\_\_  
 d) Department \_\_\_\_\_

10. Type of AC vehicles the tender intend to deploy in BHEL:

Sl. No.	Type of vehicles	Seating capacity	No. of Vehicles
01	Scorpio, Ertiga, Bolero etc or similar type AC vehicle	7 Seater	01(ONE)

11. Details of the vehicles already in possession and intended to deploy in BHEL under this contract

Sl No.	Type of Vehicle	Registration No. of Vehicle
_____	_____	_____

12. Schedule of Rates:

Sl No.	Type of vehicle	Seating capacity	Monthly hire Charge in figure (Rs.)	Monthly hire Charge in words (Rs.)
01				

13. Over time Charges beyond 12 hours in a day \_\_\_\_\_

(Rupees ..... Only)

14. Base Fuel Price of Mobil : .....

15. Base Fuel Price of Diesel: .....

16. Base Fuel Price of DEF/Exhaust Fluid(If applicable) : .....

17. Remarks if any

.....  
 .....



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18. Declaration:  
I / we \_\_\_\_\_ have gone through the terms and conditions of tender No  
Ref: BARH: ADMN:VEHICLE: 25-26/02, Dtd. 25/03/2026 & undertake to accept the same in totality  
and agree to deploy vehicles from next day of award of the contract.

Dated:

Place:

(Signature with Seal)

**Note:**

- All above information should be supported by relevant documents as applicable. If required add addition sheets
- In case of discrepancy in figure and words, the minimum will be taken into account by BHEL.



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**ANNEXURE-D**

**NO DEVIATION CERTIFICATE**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

BHARAT HEAVY ELECTRICALS LIMITED,  
Power Sector - Eastern Region,  
5X660MW NTPC Thermal Power Projects  
Barh, Bihar

Sub	No Deviation Certificate.	
Job	Hiring of AC Vehicle for official use at BHEL Barh Site.	
Ref	1.0	BHEL's NIT, vide reference no. : <b>BARH:ADMN:VEHICLE:25-26/02</b> , dated 25.03.2026

Dear Sirs,

With reference to above, this is to confirm that as per tender conditions, we have visited site before submission of our offer and noted the job content & site conditions etc. We also confirm that we have not changed/ modified the tender documents issued to us and in case of such observance at any stage; it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT. We hereby confirm our unqualified acceptance to all terms & conditions, unqualified compliance to tender specification and acceptance to reverse auctioning process.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorized  
representative of the bidder)



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**ANNEXURE-E**

**DECLARATION BY AUTHORISED SIGNATORY OF BIDDER**  
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To  
BHARAT HEAVY ELECTRICALS LIMITED,  
Power Sector - Eastern Region,  
5X660MW NTPC Thermal Power Projects  
Barh, Bihar.

Dear Sir,

Sub	<b>Declaration by Authorized Signatory</b>
Job	Hiring of AC Vehicle for official use at BHEL Barh Site.
Ref	1.0 BHEL's NIT, vide reference no. : <b>BARH:ADMN:VEHICLE:25-26/02</b> , dated 25.03.2026

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorized to represent on behalf of my Company/Firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized  
Signatory of the Bidder)