

TENDER SPECIFICATION

FOR

Hiring of Taxi Service at CLW - Chittaranjan

(A Govt. of India Undertaking)

ELECTRONICS DIVISION

PO BOX. 2606, MYSORE ROAD,



BANGALORE 560026



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भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Ltd.,

(A Government of India undertaking)

Electronics Division

PB 2606 , Mysore Road, Bangalore- 560026 INDIA
An ISO-9001, ISO 14001 & OHSAS 18001 Company.

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NOTICE INVITING TENDER

TENDER No.: PES/TXI/2022-23/01

Dt.16.02.2023

Scope of Work : Hiring of Taxi Service at CLW-Chittaranjan

Sealed offers in two part bid system are invited from reputed and experienced bidders (meeting PRE-QUALIFYING CRITERIA as mentioned in the enclosed tender document.

Please submit the offer on or before the due date.

Thanking You.

Yours faithfully ,

For Bharat Heavy Electricals Limited

(B.K.Mandal)

Sr. Manager PES/SS

NOTICE INVITING TENDER (NIT)

TENDER REFERENCE NO & DATE	PES/TXI/2022-23/01 Dt.16.02.2023
BROAD SCOPE OF JOB	Hiring of Taxi Service at CLW , Chittaranjan (West Bengal)
PLACE OF WORK	CLW Chittaranjan (West Bengal)
Period of Work	12 months from the date of award of contract
Tender Type	Open Tender (Two Part Bid)
Estimated Value of Work	INR 7.2 Lakhs
DUE DATE & TIME OF OFFER SUBMISSION	10.03.2023, 13:00 Hrs.
DATE AND TIME OF TECHNICAL BID OPENING	Date : 10.03.2023 Time : 13:30 Hrs In case the due date of opening of tender becomes a non-working day, tenders shall be opened on next working day at the same time. (1) Bidder may depute representative to witness the opening of tender with authority letter
CONTACT PERSONS	Mr. VIJAYAKUMAR M, DGM / Mobile: 9845402722 Mr. B.K.Mandal, Sr.Manager / Mobile: 9449869760
Address for Submission of completed Tender	Tender Documents should be sent in original through R.P.A.D / Speed post / hand delivery / Courier/e-tender in pdf form, so as to reach the office of Offer inviting Authority. Mr. B.K.Mandal Sr. Manager, PES, NEB 5th FLOOR, BHEL EDN, P.B. No. 2606, Mysore Road, Bangalore - 560026. Phone: 080-26998182, 9449869760 <u>Or</u> Drop duly filled in tender document within the specified date and time in the Tender Box no: 11 (at BHEL- EDN Reception for PES Dept.) PES- Traction Services BHEL - Electronics Division P.B. No: 2606, Mysore Road, Bengaluru - 560026, Karnataka, INDIA
Contact Details for Queries related to this tender.	Mr. B.K.Mandal, Sr.Manager / Mobile: 9449869760 Mr. VIJAYAKUMAR M, DGM / Mobile: 9845402722

LATEST UPDATES	Latest updates on the important dates, Amendments, Correspondences, Corrigenda, Clarifications, Changes, Errata, Modifications, Revisions, etc to Tender Specifications will be hosted only in BHEL webpage www.bhel.com. (Tender Notifications- View Corrigendum and www.bheledn.com)and not in the newspapers. Bidders to keep themselves updated with all such information. No separate communication to individuals shall be sent regarding this.
LAST DATE FOR SEEKING CLARIFICATION	At least 5 days before the due date of offer submission along with soft version addressing to undersigned & others as per contact address given below. DGM(PES-Site Services) BHEL-ELECRONICS DIVISION , PBNO. 2606, MYSORE ROAD, BANGALORE. Phone: 080-26998346, 9845402722 / 080-26998182, / 9449869760 e-mail: vijayakumarm@bhel.in/bidyut.mandal@bhel.in

PART -I : TECHNO - COMMERCIAL BID

i) INFORMATION PART:-

All the details in the below table shall be filled by bidder.

SL NO	Particulars	To be filled by Bidder
1	Name and Address of the Tenderer	
2	Details about type of the Firm/Company	
3	Details of Contact person for this Tender	Name :
		Designation:
		Telephone No.
		Mobile No.
		E-Mail ID :
		Fax No:
4	Validity of Offer	The offer shall be valid for THREE months from the due date of Technical Bid opening

PRE - QUALIFICATION CRITERIA (PQC)

Bidders shall submit their response against each point with supporting documents and offers not complying with any of the PQC will be rejected.

A . ESSENTIAL PRE QUALIFICATION :

S. No	Particulars	To be filled by Bidder
1.0	Experience of having provided the vehicle/s to the Companies / Firms . The bidder shall own the vehicle having seating capacity of 7 persons (excluding driver) and has to be maintained in good running condition & model should be year 2015 and above The vehicle should be registered preferably in the name of bidder. In case the bidder is offering a vehicle not registered in his name, an agreement between the bidder and vehicle owner prior to the date of bid opening, shall have to be produced. The agreement should be valid for the Contract period.	
	a) One similar Work Order for value not less than Rs.5.76 Lakhs each .	Enclosed / Not enclosed
	OR	
	b) Two similar Work Order for value not less than Rs.3.6 Lakhs each	Enclosed / Not enclosed
	OR	

	c) Three similar Work Order for value not less than Rs.2.88 Lakhs each	Enclosed / Not enclosed
2.0	Average Annual Financial turnover during the last three years (from the tender opening date) ending 31 st March of previous financial year will be Rs 2.16 Lakhs	Rs
2.1	Turn over - Previous financial year (2020-21) ITR Copy to be submitted	Rs
2.2	Turn over - 1 year before previous financial year (2019-20) ITR Copy to be submitted	Rs
2.3	Turn over - 2 years before previous financial year (2018 - 19) ITR Copy to be submitted.	Rs

OTHER CRITERIAS

S. No	Particulars	To be filled by Bidder
1.0	Vehicle Registration Certificate	Enclosed/Not enclosed
2.0	Latest PUC Certificate	Enclosed/Not enclosed
3.0	Latest Insurance Policy	Enclosed/Not enclosed
4.0	Vehicle Fitness Certificate	Enclosed/Not enclosed.
5.0	Driving License	Enclosed / Not Enclosed
6.0	Copy of PAN Card	Enclosed/Not enclosed
7.0	Copy of Udyog Aadhar for MEME vendor	Enclosed/Not enclosed.
8.0	Vehicle Type : TATA SUMO (AC) or equivalent with seating capacity as 7 + 1	Accepted/Not accepted
9.0	If MSE vendor, documents shall be submitted. In case of non-submission of supporting documents, the bidder shall be considered as non/MSE.	Enclosed/Not Enclosed/Not Applicable
10.0	Declaration Of Acceptance To Terms & Conditions	Enclosed / Not enclosed

1. INSTRUCTIONS TO TENDERERS

1.1 Sealed Tenders for the above noted works are hereby invited from Contractors experienced in works of similar kind and magnitude.

1.2 Tender shall be submitted in two parts, i.e. (I) **Techno-Commercial bid** and (II) **Price Bid**.

1.2.1 **Techno-Commercial bid** shall be submitted confirming acceptance to all the clauses indicated in this Tender and all enclosures as required by the Tender and any other which the Tenderer wish to submit. Tenderers shall also sign each and every page of the Tender document attached thereto before submitting Tender.

ENVELOPE - I super scribed as :

PART-I (TECHNO COMMERCIAL BID)

TENDER NO :

NAME OF WORK:

DUE DATE OF SUBMISSION:

DETAILS OF THE BIDDER WITH ADDRESS:

1.2.2 **Price Bid** duly filled & signed with seal, must be put in another separate sealed envelope super scribed with Tender reference and `Price Bid`. Price bid envelope must contain only the rates and amount to be quoted in figures and words in format enclosed in Price schedule: Part- II which is enclosed hereto.

ENVELOPE-II: super scribed as:

PART-II (PRICE BID)

TENDER NO :

NAME OF WORK:

DUE DATE OF SUBMISSION:

DETAILS OF THE BIDDER WITH ADDRESS:

MAIN ENVELOPE-III OUTER ENVELOPE : superscribed as: **TECHNO-COMMERCIAL BID & PRICE BID:**

TENDER NO:

NAME OF WORK:

DUE DATE OF SUBMISSION:

DETAILS OF THE BIDDER WITH ADDRESS:

2.0 MSE BIDDERS :

MSE suppliers can avail the intended benefits only if they submit along with the offer, VALID UDYAM REGISTRATION NO. FOR SERVICES.

3.0 TERMS OF PAYMENT:

3.1 Payment will be made within 30 days.

3.2 Payment will be made on based on the actual usage of the vehicle, duly certified by the BHEL Site In charge.

3.3 Income tax as applicable shall be deducted while releasing the payment. TDS certificate for the year will be issued in the next financial year. For this purpose, contractor shall furnish photo copy of PAN card issued by Income Tax Department.

3.4 GST can be claimed if applicable. In case GST is not applicable for the vendor, he need to declare the same.

3.5 Advance payment / interim payment will **not** be made to the contractor

4.0 RISK PURCHASE:

a) In the event of any successful Tenderer's failure to fulfil any of the tender / Contract obligations as per Contract / Agreement, BHEL may entrust the job to alternate vendor and get it completed to meet the BHEL requirement and additional expenditure, if any, including consequential cost viz., demurrage etc., will be fully recovered from the Contractor who failed to complete the job in line with the Contract.

b) The decision of BHEL with regard to the actual losses / consequential expenditure incurred by BHEL shall be final and binding on the Contractor.

The value under Risk purchase clause shall be calculates as follows:

Risk & Cost Amount= $[(A-B) + (A \times H/100)]$

Where,

A= Value of Balance scope of Work/ Supply (*) as per rates of new contract

B= Value of Balance scope of Work/ Supply (*) as per rates of old contract being paid to the contractor/ supplier at the time of termination of contract i.e. inclusive of PVC & ORC, if any.

H = Overhead Factor shall be taken as 5

In case (A-B) is less than 0 (zero), value of (A-B) shall be taken as 0 (zero).

*(Balance scope of work/ supply)

Difference of Contract Quantities and Executed Quantities as on the date of issue of Letter for 'Termination of Contract', shall be taken as balance scope of Work/ Supply for calculating risk & cost amount.

c) In case vendor fails to fulfil any of the tender / Contract obligations as per Contract / Agreement, contract shall be cancelled and SD shall be forfeited.

5. EVALUATION CRITERIA:-

5.1 L-1 status of the vendor will be decided by calculating the per day rates quoted by the bidder for 30 days usage, plus running charges for vehicle beyond 50 Kms quoted by the bidder, considering 500 Kms in a month .Overtime charges and outstation charges for night stay will not be considered for evaluation.

5.2. The evaluation will be based on landed cost to BHEL.

SECTION 1

The contractor will be required to provide the vehicle as per following Scope and terms & conditions:

Scope

The term "Company" means BHEL-Electronics Division", "RE" means Resident Engineer, BHEL-Electronics Division, Field Hostel, Rupnarayanpur" and "Contractor" means Operator of the Vehicle"

1. Vehicle will be deployed for Chittaranjan Loco Works / township / guest house for 12 hours duty, i.e., from 0800 hours to 2000 hours under the advice of Resident Engineer.
2. Vehicle may be detained beyond 12 hours duty as may be required for which overtime payment at agreed rate per hour basis shall be paid .
3. Payment for vehicle hiring will be made only for the actual usage . However an average of 10 days per month hiring will be ensured by BHEL .
4. Two days advance information will be given whenever vehicle is not required. Similarly two days advance information will be given when required.

5. The cost of diesel/petrol to be borne by the Contractor of vehicle

6. The cost of engine oil and other day to day requirements for keeping the vehicle fit for service to be borne by the Contractor of vehicle

7. Vehicle may also have to perform out station duties. However, if the vehicle stayed overnight then amount will be paid at the agreed rate per Night in addition to the payment for the usage.

8. After completion of scheduled duty hours as per contract, the contractor will make his own arrangement for parking and safety of the vehicle at his own risk.
9. The vehicle hired must have registration certificate, fitness certificate, road permit, road tax paid challan, insurance certificate and pollution certificate or any other statutory requirement/s as per Government / RTO rule. Photocopy of the same on subsequent renewals shall be submitted to Resident Engineer (RE) or as and when demanded.
10. Pollution certificate as per RTO norms will have to be provided during the tenure of the contract or as and when demanded by RE.
11. Proper logbook is to be maintained by the contractor for the vehicle hired. The monthly Running Account(RA)/Final bill will be paid only after submission of complete logbook and as certified by RE.
12. The vehicle deployed should have standard tools, first aid kit and spare tyre in healthy condition. The vehicle should be maintained clean both inside & outside on a daily basis.
13. Kilometer reading meter of the vehicle shall be in healthy condition.
14. Toll / Border Tax / Parking charges will be reimbursed by BHEL upon production of documentary evidence.
15. In case of non-availability of vehicle for breakdown an alternative vehicle shall be with all valid documents. This is allowed only for 7 days within which the repairs be completed.
16. All expenses towards salary of driver/s, repair & maintenance, engine oil, damages due to accident, comprehensive insurance, road tax, or any other renewals, etc. shall have to be met by the Contractor of vehicle.
17. The driver/s so deployed must have the valid driving license and have good behavior
18. In the event of the deployed vehicle meets with any accident, no claim on account of damage to the vehicle or the persons traveling in such vehicle, including the driver can be claimed by the Contractor from BHEL.
19. Should the vehicle deployed by the contractor meet with an accident due to reasons attributable to the contractor or his employees and cause damage to the persons/property of the company, the contractor shall be liable to make good such losses in the manner as prescribed by the company.
20. The contractor can cover risk adequately by obtaining comprehensive insurance policies. The company shall not bear any expenses on this account.
21. The contractor shall indemnify the company from all claims for injuries caused to any person whether workmen or not while in or upon the works or the site for the same and the company shall not be liable to defend any claim brought under workmen's compensation act or any of its subsequent amendments.

22. The company shall further be entitled to recover the amount so paid by way of compensation under the aforesaid act or under any other law by deducting the sum from RA or from any other sum due to him.
23. The bill along with log book and any other document/s as required by Resident Engineer will be submitted to EDN site office on completion of a month.

SECTION 2

General Terms and Conditions

1. The offer shall be submitted in a two part in a sealed envelope prominently super scribing the Tender Enquiry Number and due date as mentioned in the covering letter.
2. The bidder is requested to carefully and thoroughly read the instructions/ documents sent to them. For any further clarifications BHEL may be contacted.
3. The bidder is advised to visit site to familiarize themselves with the site conditions before submitting the offer.
4. BHEL reserves the right to cancel or reject the offer either partly or in full without assigning any reasons thereof.
5. **Type of Vehicle** : Minimum seating capacity of 7 persons excluding driver. Also indicate whether having Taxi permit (Yes or No), if yes, please indicate type of permit whether all WB or Mandal-wise.
6. **Sub Contract** :The contractor shall not sublet any portion of the contract without written permission of Resident Engineer.
7. **Arbitration** : Except if otherwise provided for in the contract all questions and disputes relating to the specification, instructions, orders of the execution or failure to execute the same whether arising during the tenure of contract or on completion shall be referred to the sole arbitration of Addl. General Manager/Traction Services, BHEL-Electronics Division, Bangalore.
8. **Validity** : The offer submitted by the contractor shall remain valid for acceptance for a period of 90 days from the date set for opening of tender.
9. **Scope of work and acceptance of terms and conditions**: The contractor shall himself obtain all necessary information on local conditions and factors, which may influence or affect his offer. It must be understood and agreed that such factors have been investigated and considered while submitting the offer. Neither any change in the time schedule of the contract nor any financial adjustment arising thereof shall be permitted by BHEL-EDN, which are based on the lack of such clear information or its effect on the cost of the works to the contractor.
10. **Firm price**: The rate quoted shall be firm throughout the tenure of the contract and shall be inclusive of all applicable taxes as may be applicable and BHEL-EDN shall entertain no claim, whatsoever, on this account.
11. **Validity and termination of the contract**: The contract shall be valid for a period of TWELVE months from the date of award . If the services of the vendor is found not satisfactory during the contract period, BHEL-EDN reserve the right to terminate the contract by giving a notice of 07 (seven) days' notice period and no compensation shall be paid for remaining period of the contract period.
12. **Maintenance of vehicle** : One day per month shall be allowed for maintenance purpose. In case the vehicle is required for all the days of a months the contractor shall arrange an alternate vehicle, if BHEL required.

13. Documents :

Copies of following documents have to be enclosed along the bid.

1. Photocopy of vehicle registration certificate, fitness certificate, road permit, road tax paid challan, insurance certificate and pollution certificate.
2. Photo copy of driving license of the driver.
3. Proof for ownership of vehicle/Agreement between Vehicle owner and the Bidder

All documents as applicable shall be self-certified.

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SECTION 3
PRICE BID

SCHEDULE OF RATE

Sl. No.	Description	Unit	Rate	No of Units	Total Amount
01	Hiring of vehicle(AC) with a minimum seating capacity of 1+7, which includes one driver on daily basis for 12 hours(8:AM to 8:00PM) running per day including the cost of lubricants/fuel and spares usage of upto 50KM.	Day		30	
02	Running charges for vehicle after 50KM/day	Rs per KM		500	
03	Over time charges beyond 12 hours of duty / day	Rupees per hour		At actual	
04	Outstation charges in case of night stay	Rupees per day		At actual	

Note :

- 1) The price offer should be exclusive of GST.