

## **BHEL, Corp. R&D, Vikasnagar, Hyderabad-500093**

### **Specifications for hiring of white/Silver colour petrol car (Maruti Ciaz or equivalent) 2019 and thereafter model along with driver for eight months duration along with fuel cost for an assured run of 2000 kms per month @ 12 hours duty per day @ 7 days in a week (07.00 AM to 07.00 PM)**

BHEL R&D wishes to hire 1 (One) white/Silver colour petrol car (Maruti Ciaz or equivalent) 2019 and thereafter model along with driver for eight months duration along with fuel cost for an assured run of 2000 kms per month @ 12 hours duty per day @ 7 days in a week (07.00 AM to 07.00 PM)

#### **Scope**

As mentioned above for the exclusive use of BHEL, Corporate R&D, Balanagar.

#### **Requirement**

1. Hiring of 1 (One) white/Silver colour petrol car (Maruti Ciaz or equivalent) 2019 and thereafter model along with driver for eight months duration along with fuel cost for an assured run of 2000 kms per month @ 12 hours duty per day @ 7 days in a week (07.00 AM to 07.00 PM).
2. The Vehicle shall be maintained regularly in a neat and clean manner.
3. The Driver, Fuel, Maintenance and Comprehensive Insurance of the Vehicle shall be arranged by the Vendor at his cost. BHEL will not be responsible for any loss/damage/pilferage of his property.
4. The Vendor will be responsible for providing Driver on time and in case of absence or irregular driver a suitable replacement shall be provided immediately. He will also be responsible for the behaviour and conduct of the Drivers employed by him.
5. Petrol hike changes will be reimbursed extra for the KMs. Run.
6. The vehicle shall report as per instructions and requirement of BHEL Corp. R&D.
7. The Vehicle should have valid registration with Digital Meters.
8. The Vehicle shall be in excellent working condition.
9. All relevant Documents (RC Book, PUC, Insurance, Taxes paid etc.,) shall be available and a copy to be submitted for the running year to the Administration Section.
10. The Drivers shall have valid Driving License/Batch issued by the RTA and should be familiar with city routes and be provided with mobiles for easy communication.
11. **There will be occasional outstation trips. Vendor have to arrange necessary documents/permission for inter state travels.**
12. Valid Comprehensive Insurance for the vehicle and passengers for running year, copy to be submitted with offer.
13. During the course of the contract, vendor shall be able to provide additional vehicles to BHEL, if required on the same rates, terms and Conditions.
14. The Vendors shall arrange an alternate vehicle of the same capacity within 1 hour, in case of breakdown of vehicle in service.
15. The Vendor should arrange at his own cost all required permits, licenses, pollution cards, Tax Receipts etc., and should not cause any inconvenience to BHEL on account of this.
16. Submission of offer shall mean that the bidder has ready the bid documents and agree to abide by the terms and conditions mentioned in the documents.
17. Comprehensive insurance covering the vehicles, Driver, Passengers should be obtained by the Vendor. BHEL is not responsible in any case for payment of any loss of life, injury or damage because of engaging of the Vehicle. In case BHEL has to pay Compensation for any loss/damage, the same is to be reimbursed by the vendor to BHEL together with legal expenses. Any amount recoverable from the Vendor towards

the loss/damage will be recovered from the outstanding payments due or from the Security Deposit. In case the amount is insufficient for such recoveries, the vendor shall make good the balance amount by remitting in the cash office of BHEL R&D.

18. Vendor is solely responsible for payment of Wages/Salaries, allowances, and any obligation under labour laws to his Drivers. BHEL will have no liability whatsoever in this regard.
19. Any dispute arising out of this contract should be referred to the sole arbitration to GM/HR of BHEL R&D, whose decision shall be final and binding on both the parties.
20. The Courts of RR District, Telangana shall have sole jurisdiction on any legal dispute arising out of this Contract.

#### **Terms & Conditions:**

1. **The Contract shall be valid for 8 months from the date of the start of contract.**
2. Once the contract is finalized, the car shall be at the disposal of BHEL R&D during the entire period of contract as per enquiry terms, including extensions, if any.
3. The party should arrange at his own cost all required permits, licenses, pollution cards, Tax Receipts, interstate travel documents/permission etc., and should not cause any inconvenience to BHEL on account of this.
4. BHEL reserves its right to cancel the tender altogether without assigning any reason whatsoever.
5. BHEL reserves its rights to reject any quotation without assigning any reason whatsoever.
6. The Vendor has to give an undertaking for his willingness to offer the services at L1 offer rates, in case the same is considered/offered by BHEL.
7. Contract can be terminated by either party by giving Fifteen days Advance Notice.
8. If the vehicle is required sometimes for maintenance/service, the vehicle will be sent to garage. The service provider has to arrange alternate vehicle.
9. **If the transport contractor is not able to provide his car continuously, alternate arrangement will be made by BHEL R&D and the extra cost incurred will be recovered from the transport contractors pending bills in BHEL R&D or any of its Sister units/RODs/Sectors.**

#### **Penalty**

- a) A penalty equivalent of day rent per day will be recovered for short supply of vehicle against the BHEL requirement/contract T&C.
- b) **No lead kilometres shall be allowed. Starting and ending point for KMs reading to be taken from BHEL R&D.**
- c) In addition to the above BHEL reserves the right to get the same done at the contractor's risk and cost by engaging the same departmentally. The excess amount if any towards that entire operation may be deducted from the default contractor's running bill / security deposit.
- d) For delayed supply of vehicle against regular operational timings, Rs 100/- per hour for a maximum of 4 hours (fraction of delayed hours will be rounded off to full hour) will be deducted as penalty. For any such delay, Transport provider has to give advance / immediate intimation to BHEL Corp R&D – Administration Incharge. If delay is more than 4 hours the subject Day Rent for the vehicle will not be given (as penalty) and payment will be given only for KM run.
- e) In case of break-down of vehicle while on operation, the vehicle should be replaced by an alternate vehicle of same capacity within 60 minutes from the time of breakdown. If it is not so, an amount of Rs 100/- per hour (fraction of breakdown hours will be rounded off to full hour) will be deducted from the particular bill for the break down hours for maximum of 4 hours only, if break down time exceeds 4 hours, the subject Day Rent for the Taxi will not be given (as penalty) and payment will be given only for KM run. Subject Day Rent is calculated based on the no. of days in that subject month.
- f) In case of non-replacement of vehicle in time as said above against breakdown vehicle, BHEL reserves the right to get the same done at the Transport provider's risk and cost by engaging the same departmentally. The excess amount if any towards that may be deducted from the default Transport provider's running bill / security deposit.
- g) Any amount recoverable from Transport operator towards the loss / damage will be adjusted from the

outstanding payments due from BHEL or from the security deposit.

**Payment**

1. 100% Payment will be made monthly within 30 days of submission of the bills. GST payment will be made after submission of GST returns.
2. All applicable Govt. Taxes like toll taxes shall be paid extra subjected to submission of proof.
3. The necessary statutory fee to RTA will be reimbursed by BHEL R&D for travel to outstation destination in states neighbouring Telangana subjected to submission of proof.
4. Standard driver Bhatta (Dearness) shall be applicable for reimbursement for reporting before 07.00 AM and after 10.00 PM (one Bhatta per day).
5. **FUEL PRICE VARIATION:** Increase or decrease in petrol price will be calculated and adjusted on instalment basis along with the bills as per the following price variation clause. Supplier to submit proof of prevailing petrol price along with the bills to claim the petrol price hike over his contracted rate, to be calculated as per the following formula:

**Difference in petrol price X KMs actual travelled**

**Average mileage of vehicle in KM per litre**

6. Average mileage of vehicles shall be quoted by the supplier