

BHARAT HEAVY ELECTRICALS LTD.,
(A Government of India Undertaking)
ELECTRONICS DIVISION
P.B. No. 266, MysoreRoad, Bangalore 560 026

Ref : EDN:515:TO:01-V02

Date: 29 /11/2006

M/s.

Dear Sir,

Sub : Contract for utilising ONE 32 seater BUS on hire basis – Submission of Quotation reg.

BHEL-Electronics Division intends to enter into an annual contract for utilising ONE BUS of 32 Seater capacity, on hire basis for commuting the CISF Personnel & all other assigned trips as & when required, on a Slab of 200 Kilometres and 21 Hours per day for a period of ONE YEAR with effect from 1st February 2007.

The interested Transport Providers, who are submitting quotations in repose to this enquiry (tenderers/Bidders) should be **registered as per law for this activity with minimum three (3) years of experience in this field & having at least one additional vehicle [required type] over and above our requirement.**

The scope of contract involves commuting CISF Personnel safely from their Quarters [Kengeri satellite Town and BHEL Township, Vijayanagr] to BHEL-EDN Factory at Mysore Road & from factory to the Quarters and all other assigned trips from time to time like dropping children to School & bringing them back etc., on the following terms and conditions:

1. On finalisation of the contract, security deposit for an amount of Rs.1,07,500.00 [Rupees One lakh seven thousand five hundred only] should be furnished as per **Annexure-SD**.
2. The vehicle [32 Seater Bus] is required to report at our designated place of first pick-up point at 4.00 AM and will be at our service till 11.00PM
3. The rate quoted should include the charges towards fuel, wages, permit, insurance, taxes (excluding Service Tax), maintenance of vehicle, statutory payments etc. The vehicle should be at our disposal in the premises of BHEL-EDN during the specified hours [As per slab]. The Company reserves the right to use the vehicles at its discretion.
4. Trip sheet should be maintained by properly recording time, kilometres on daily basis and obtain the signature from the authorised person. The trip sheets should be furnished for inspection whenever called-for and the same should be enclosed to the monthly Bill for claiming the payment wherever required.
5. In case of any breakdown of vehicle alternate arrangement should be made immediately [within half-an-hour] to fulfill the contractual terms. Failure to make alternate arrangements will result on levying of Penalty as under:
 - a) If the vehicle is not reported at first Pick-Up Point and reach the factory as required, the penalty is 50% of the daily rate.
 - b) If the vehicle is not available at our disposal for half-a-day i.e. half of the specified slab hours [First or Second] the penalty is 75% of the daily rate.
 - c) If the above failure [half-a-day] occurs more than once in a calendar month then the penalty will be 25% of the daily rate in addition to the above penalty for the second and subsequent failures.
 - d) If the vehicle is not available at our disposal for a full day the penalty is 125% of the daily rate.

- e) If the above failure [full day] occurs more than once in a calendar month then penalty will be 50% of the daily rate in addition to the above penalty for the second and subsequent failures.
 - f) If the vehicle is not available after doing part of work during first or second half and no alternate arrangement is made immediately (within half-an-hour) then the penalty will be as per "B & C" of this penalty clause [5].
6. The Vehicle reported at our premises for our disposal, will be released only against arrival of the suitable alternate, good conditioned vehicle at our premises, irrespective of the reasons.
 7. The valid records/documents like RC Book, Vehicle permit, Insurance, Driving Licence's of Drivers, Emission certificate etc., should be produced whenever required by us for verification.
 8. Vehicle should be in good running condition [preferably 2006 model] and all statutory requirements of RTO, etc., should be complied with.
 9. The Company reserves the right to terminate the contract if performance is not satisfactory.

The offer should be submitted in two parts. The first part is a **techno-commercial bid** to be submitted as per **Annexure-TB**. The second part is a **price bid** to be submitted as per **Annexure-PB**. The tender as per annexures should be in bold and legible letters. Corrections if any, should be endorsed.

The sealed envelopes should be superscribed as "TECHNO-COMMERCIAL BID FOR ENQUIRY NO. EDN:515:TO:01-V02 Due date 13:12:2006" for techno-commercial bid & "PRICE BID FOR ENQUIRY NO. EDN:515:TO:01-V02 Due date 13:12:2006" for price bid. The envelopes containing both the bids to be put together in an another envelope addressed to the undersigned & to be deposited in the tender box identified as "CPD Dept.", located in the Reception hall of BHEL-EDN, Mysore Road, Bangalore-26 **on or before Wednesday, 13th December 2006 up to 2.00 PM.**

The Techno-commercial bid only will be opened at 2.00 PM on 13.12.2006, the interested bidders representatives can be present [to know only the number of offers received] while opening the Techno-commercial bid, for which no separate communication will be sent. The communication regarding price bid opening will be sent to such of those bidders whose techno-commercial bids are accepted. No correspondence will be entertained in this regard unless we seek clarification, if any.

To participate in this tender, an EMD for an amount of Rs.1,00,000/- (Rupees One Lakh only) should be deposited in favour of BHEL-EDN, Bangalore, as per **Annexure-EM** and the same will be refunded to the unsuccessful bidders without any interest as per the said annexure. The EMD should be sent alongwith the techno-commercial bid. You may please note that **techno-commercial bid without EMD is liable to be rejected.**

The Management reserves the right to accept or reject any offer without assigning any reason whatsoever and its decision is final in this regard.

Thanking you,

For & on behalf of
Bharat Heavy Electricals Limited,

[KV DEVANATH]
Sr. Deputy General Manager/HR

Encl:a/a

IT MAY PLEASE BE NOTED THAT THOSE WHO ARE SUBMITTING TENDER DOCUMENTS DOWNLOADED FROM WEBSITE SHOULD ENCLOSE A DD OF RS 200/- TOWARDS TENDER DOCUMENT FEES, [ALONGWITH DD OF EMD] WITHOUT WHICH THE TENDER IS LIABLE TO BE REJECTED.

Annexure-TB

Quotation for contract of providing one 32 Seater Bus on hire basis to BHEL-EDN

SI No.	Particulars of Information		
1	Name and address of the Organisation		
2	Year of Establishment		
3	Address of the Registered Office		
4	Office Telephone No. & Fax No.		
5	Nature of Organisation [Public Sector Co. or Govt. or Private Limited Co. or Public Limited Co. or Partnership Firm or Proprietary concern]		
6	Name/s of Managing/Executive Director or Directors as applicable or Partners or Proprietor with Telephone and Mobile Numbers		
7	Contact person with address/telephone Nos. Office Depot		
8	Address of Depot/Garage		
9	Total No. of employees (Drivers+Staff)		
10	Vehicle Particulars	Please furnish the information in Annexure-VD	
11	Type of Vehicles owned under firm's name:	Type of Vehicle	No.of Vehicles
12	Type of Vehicles engaged through other Agencies:		
	Name of the Agency	Type of Vehicle	No.of Vehicles
13	Liability in case of an occurrence of any accident while performing the contract		
14	EMD DD details	No. Date: / /2006 Drawn on Branch of	
15	Documents Enclosed		
	a. List of drivers with copy of Licence's	Enclosed / Not Enclosed	
	b. List of Branch Offices with Address, Tel, Fax No	Enclosed / Not Enclosed	
	c. List of customers with whom the contracts have been executed during the last 3 years	Enclosed / Not Enclosed	
	d. Copy of Income tax returns filed for the pre-years	Enclosed / Not Enclosed	
	e. Copy of Registration certificate	Enclosed / Not Enclosed	
Place:			
Date :		Signature of the auctorised person with Seal	

Annexure-PB**Quotation for contract of providing a 32 Seater Bus on hire basis to BHEL-EDN**

SL	Slab Rates				Rate for Extra Service				Service Tax	
No.	Slab Kms and period		Charges		Rate per Extra Kilometre		Rate per Extra Hour			
	Range of Kilometres	Time in Hours	Rs.	Ps.	Rs.	Ps.	Rs.	Ps.	at	%
									Rs.	Ps.
1	200.00	21.00								

Note:

1. Pick-up and dropping and other assigned trips will be as issued by user (EDN-CISF Unit)
2. 32 Seater Bus will be made available 30 [Thirty] minutes before the actual commencement of Trip at the designated first pick-up point.
3. Payment should be made within 15 days [Fiteen days] from the date of submission of Bill with Trip sheets etc.
4. Deductions if any, towards the Penalty amount/statutory deductions, etc under the terms of contract can be deducted from the respective monthly Bill.
5. Service tax rate is as per extant rules under the relevant law.

Place :
Date :

Signature of the authorised person with seal

Encl: A copy of Service Tax Registration Certificate

Annexure-SD

SECURITY DEPOSIT

1. Security Deposit should be collected from the successful tenderer. The rate of Security Deposit will be as below:

Upto Rs. 10 lakhs	10%
Above Rs. 10 lakhs upto Rs. 50 lakhs	1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs.
Above Rs. 50 lakhs	Rs. 4 lakhs +5% of the amount Exceeding Rs 50 Lakhs

The security Deposit should be collected before start of the work by the contractor.

2. Security Deposit may be furnished in any one of the following forms:
- a) Cash (as permissible under the Income Tax Act).
 - b) Pay Order, Demand Draft in favour of BHEL.
 - c) Local cheques of Scheduled Banks, subject to realization.
 - d) Securities available from post Office such as National Savings Certificates, Kisan Vikas Patras etc. (Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
 - e) Bank Guarantee from 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 other form of security. The bank Guarantee format should have the approval of BHEL..
 - f) 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.
 - g) 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 should be collected before start one work and the balance 50% may be recovered from the running bills.
 - h) EMD of the successful tenderer shall be converted and adjusted against the Security Deposit.
 - i) The Security Deposit shall not carry any interest.

NOTE:

Acceptance of Security Deposit against Sl. No.2(d) 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.

3. Security Deposit shall not be refunded to the contractor except in accordance with the terms of the contract.
4. The head of unit may waive the security Deposit in respect of Public Sector Undertakings, particularly on a reciprocal basis.

Annexure-EM

Earnest Money Deposit

- 1 Earnest Money is to be paid by each tenderer to ensure that the tender does not refuse to execute the work after it is awarded to him. The rate of earnest money deposit shall be as under:

Works costing upto Rs. 1lakh	:	NIL
Works costing more than Rs. 1lakh and upto Rs. 5 lakhs	:	Rs . 10,000/-
Works costing more than Rs. 5 lakhs and upto Rs. 10 lakhs:	:	Rs. 25,000/-
Works costing more than Rs. 10 lakhs and upto Rs. 50 lakhs:	:	Rs. 1,00,000/-
Works costing more than Rs. 50 lakhs and upto Rs. 100 lakhs :	:	Rs. 1,50,000/-
Works costing more than Rs. 100 lakhs	:	Rs. 2,00,000/-

For all Capital Works costing more than Rs. 100 lakh maximum EMD will be Rs. 2 lakhs. One time EMD will also be Rs. 2 lakhs.

For SAS jobs & other smaller/routine type of jobs such as maintenance/servicing etc, the maximum value of EMD as well as one time EMD will be Rs. 1,00,000/-

EMD is to be collected in cash (as permissible under Income Tax), Pay Order or Demand Draft only.

2. EMD by the Tender will be forfeited as per Tender Documents if
- After opening the tender, the tender revokes his tender within the validity period or increases his earlier quoted rates.
 - The tenderer does not commence the work within the period as per LOI/ Contract. In case the LOI /contract is silent in this regard then within 15 days after award of contract.
3. EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful tender.
4. EMD shall not carry any interest.
