



BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India undertaking)

POWER SECTOR : EASTERN REGION

BHEL BOKARO (R&M) Site Office

Dist. Bokaro, Bokaro Steel City, Jharkhand, PIN : 827001

Date: 27/08/2025

To

LIMITED TENDER NOTICE

Sealed Limited Tenders are invited from parties/vendors having working experience in the under mentioned field. The tender documents are enclosed herewith. The tender should reach BHEL Site Office on or before **03/09/2025 at 05.00 PM**, which will be opened on the same day at **05:30 PM** in presence of the parties who wish to be present.

BHEL reserves the right to reject any or all the tenders at any time without assigning any reason.

NIT NO. & DATE	Description of work	Time of compln.
PSER:BOKARO:ADM :VEH:25- Dated 27/08/2025	Hiring of one no. Commercially Registered Scorpio/Bolero/Equivalent vehicle (with AC & Heater) for BHEL BOKARO (R&M) SITE.	12 months (Rate Contract)

The following documents are to be submitted duly signed by bidder with date & seal -

1. TERMS & CONDITIONS
2. DECLARATION REGARDING INSOLVENCY/ LIQUIDATION/ BANKRUPTCY PROCEEDINGS (Annexure-A).
3. No Deviation Certificate (Annexure-B); to be typed and submitted in the Letter Head of the Company/Firm of Bidder.
4. Price Schedule (Annexure -C).

(Defence Kishku)
Manager/ BHEL
Bokaro (R&M) Site.

** All pages (1 to 10) must be signed with seal & date by the bidder followed by 'Bids submission procedure'.



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Date: 27/08/2025

Procedure for tender submission:

- Bids submission procedure: Bids have to be submitted in 2 (two) parts in two envelopes super scribed with: Part-A : Techno Commercial Bid & Part-B : Price Bid. Both bids are to be submitted in 1(One) main envelope super scribed with NIT no. & date, and addressed to AGM & CM, BHEL Bokaro (R&M) site.

Part A: Techno Commercial Bid consists of :

- 1) Copy of Pan Card, EPF & ESI Certificate.
- 2) Copy of GST registration certificate (if registered).
- 3) Invitation of this NIT along with term & conditions duly signed by the bidder.
- 4) DECLARATION REGARDING INSOLVENCY/ LIQUIDATION/ BANKRUPTCY PROCEEDINGS (Annexure-A).
- 5) No deviation certificate duly signed with seal as per norms (Annexure B).

(** All the papers of “Techno Commercial Bid” should be submitted in an envelope super scribed with: Part-A : Techno Commercial Bid as mentioned in the above Bids submission procedure.)

Part B: Price Bid consists of :

- 1) Price schedule duly filled & signed with seal (Annexure C).

(** The “Price Bid” should be submitted in an envelope super scribed with: Part-B : Price Bid as mentioned in the above Bids submission procedure.)

- Part : A (Techno Commercial Bid) shall be opened first. Only those bidders whose bids technically qualifying in Part : A shall be considered for opening Part : B (Price Bid).
- Bids have to be submitted by hand/speed post/courier so as to reach at BHEL BOKARO site office by due date for opening of bids on or before **03/09/2025 at 05:00 PM.**

Technical bids shall be opened on 03/09/2025 at 05:30 PM.

Date of Opening Price bid shall be tentatively with two to three days from date of opening techno-commercial bid. Date of opening Price Bid shall be intimated over email and telephone.

Price Bid of eligible bidders, who qualifies in Part A, shall be intimated about the date of opening price bid.



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TERMS & CONDITIONS FOR PAYMENT:

The bidder has to quote only for the monthly hire charges towards providing of 01 (One) Nos Chauffeur driven SUV category vehicle for 12 hrs daily duty throughout the month. However, vehicle may be given one day off for service / maintenance purposes in a month, beyond this, the owner should send a replacement vehicle. The off day will be mutually planned along with BHEL preferably on any holiday /Sunday. If vehicle is taken for servicing on any working day, then vendor has to suitably arrange an alternate vehicle with chauffer, if BHEL demands for the replacement at no additional cost.

Additional charges for duty beyond 12 hours per day will be paid @ Rs. 100/- per hour for regular working days. However, if the vehicle is required for 24 hours round the clock duty on continuous basis during peak period, the agency shall have to arrange 02 Nos drivers on shift basis and to that effect full 12 hours OT payment of Rs.1200/- per day shall be paid to the agency for deploying an additional driver for night shift duty.

Cost of Fuel @ 10 km per litre at the prevailing market rate will be reimbursed over & above the monthly hire charges. Tentative Km run shall be around 3500-4000 km per month on an average, however, KM run may vary from month to month.

Monthly Charges would be reduced on Pro rata basis, beyond the scheduled 1 day off, if availed with permission of BHEL/ Authority.

Garage in & Garage out @ 5 KM Each would be allowed from the First Pick up Point & Last Dropping Point.

One litre Mobil cost (fixed rate of Rs. 300/-) for running of every 500Km will be reimbursed over & above the monthly hire charge.

Car parking fees / Toll Tax for official duties will be paid by you / your driver and reimbursement shall be claimed by you in monthly bill enclosing the parking slips / Toll Tax vouchers.

No other charges except as indicated above shall be payable.

Cost of Fuel will be based on the price prevailing in the local market during the month. Generally, price of PSU's such as IOC, BPCL, HP will be considered & evidence to be submitted by you.

Monthly Bill/payment shall be made within 30 days of receipt of correct and complete bill in duplicate duly certified by BHEL after making all admissible recovery / adjustments. Bills should be accompanied with completed & signed log sheets signed by BHEL official / representatives.

GST to be discharged by BHEL under Reverse charge mechanism (RCM) directly to the Revenue department. The hire charges to be quoted by the vendor is exclusive of GST.

Party will be solely responsible for payment of GST as applicable, if in case of any GST due arises due to default of the party, BHEL will not responsible for any default payment on account of GST. Any changes in GST rules will be applicable on the bidder.

Log Book for vehicle shall be provided by BHEL. The vehicle owner/ driver will maintain logbook and will get each journey signed from the concerned official.

Income Tax (TDS) shall be deducted at source from the running bill as per applicable Income Tax Rules and other statutory requirement from time to time.

Bill will be processed only when the log book is properly filled, meter starting and Ending, purpose of journey is clearly mentioned, driver signature, user signature is made otherwise the bill cannot be processed. No advance payment will be paid under any circumstances. For payment purpose NEFT/ RTGS format duly verified by concerned bank official & cancelled cheque may be submitted along with the first bill.



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Scope of Work:

Providing **01 Nos Scorpio/Bolero/Equivalent, Chauffeur** driven, Air Conditioned, diesel, four-wheeler vehicle having commercial registration, on monthly hire basis to BHEL for official use at **BHEL Site Office, ESP Sinter Project, Near SMS II, SAIL, Bokaro Steel City, Bokaro, Jharkhand.**

Vehicle Model & Year of the manufacture must be 2020 and above i.e shouldn't be older than 2020. Registration: Must be commercially registered in state of Jharkhand and must possess a valid route permit, fitness certificate and Insurance, as required for commercial vehicles.

Vehicle should be in Excellent working condition with moderate running of travelling KM (preferably not exceeding 3 Lakhs KM meter reading). BHEL shall adjudge the suitability of offered vehicle with its running KM declaration and photograph depicting the present physical conditions of the vehicle and may reject the offered vehicle if the same is not found suitable as per specified requirement and the decision taken by BHEL will be binding on the bidder.

Current photograph of the vehicle to be provided along with the photo of the odometer showing the total Km run, in case of providing existing available vehicles.

However, BHEL shall also verify the above conditions after deployment of vehicle against placement of work order to the L1 bidder and may reject the same if the vehicle is not found as meeting the above requirement of vehicle conditions and the bidder shall have the option to replace the vehicle with suitable alternative vehicle of same tender specification otherwise the work order will be cancelled by BHEL which would be unconditionally acceptable to the bidder.

The bidder has to be the legal owner of the vehicle or valid power of authority should be produced by the bidder on stamp paper duly notarized.

For Brand New Vehicle: If the bidder declares to provide Brand new vehicle against the bid, a declaration to this effect is to be submitted by the vendor/agency on its letterhead that on being L1 bidder, the agency shall purchase new vehicle with Jharkhand Commercial registration and obtain a valid route permit and provide the vehicle with valid gate-pass within 07 working days of placement of Work Order.

Bidders will have to engage the vehicle within 07 working days from the date of placing Purchase order /award of Work by BHEL. If the bidder declares to provide Brand new vehicle against the bid, a declaration to this effect is to be submitted by the vendor/agency on its letterhead that on being L1 bidder, the agency shall purchase new vehicle with Jharkhand Commercial registration with a valid route permit.

If the bidder fails to engage a vehicle with a valid permanent within the stipulated time period of 07 working days, if the bidder fails to provide the vehicle with a valid gate-pass, then BHEL reserves the right to cancel the contract without giving any further intimation.

Interested parties may engage vehicle owned by them or from any owner subject to power of attorney on stamp paper in the name of the bidder.

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Contact Person:

1. Defence Kishku - dkishku@bhel.in - 8294102894
2. Binay Prakash Toppo- bpt@bhel.in- 9800020868
3. Vikram Saha- vsaha@bhel.in- 9801061012



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Other Terms & Conditions:

1. Interested bidders are advised to study the scope and prevailing local conditions as well as operational Rules to operate inside the BOKARO STEEL PLANT (SAIL) site premises before quoting rate/price. They may also consult this office before submission of offer. Last date of seeking clarification is 02.09.2025.
2. Bidders to submit copy of PAN Card, PF, ESI and GST registration Details along with the offer documents. Bidder must provide undertaking against Insolvency, Liquidation and Bankruptcy- as per attached format in bidders letterhead as per Annexure A.
3. Vehicle should be in good working condition and **Complying to the Regulations applicable at BOKARO STEEL (SAIL) Project site.**
4. The vehicle may be called for emergency service any time during off time, in case of any Emergency situation. Overtime Charges for these service hours would be paid as per specified rate for overtime duty.
5. **Preparation of gate pass for the vehicle & Driver to enter the BOKARO STEEL (SAIL) site premises is within the Scope of the bidder.**
6. The vehicle must be equipped with proper T&P (such as jack, proper wrench for changing and fixing tyre etc.) and also one first aid box + torch with 3 cells must be kept inside every vehicle.
7. BHEL shall be under no obligation to accept the lowest or any other tender and shall reserve the right to accept or reject any tender in part or full without assigning any reason, whatsoever.
8. Offers with deviation from the tender requirements are liable to be rejected. In the event of any conflict between requirements of any clause of this tender specification the same to be brought to the notice of BHEL in writing for clarification before submission of bid. Otherwise, more stringent requirement as may be interpreted by BHEL shall prevail and shall be binding on bidder.
9. The vehicle must have valid commercial registration with all documents i.e. Road permit, insurance Coverage etc. as per Motor Vehicle Act. so that the same may ply legally on hire at owner account. All said papers are to be submitted to BHEL after getting work order. The owner shall pay all taxes, fees, license charges, deposits, duties royalty commissions or other charges which may be levied on account of his operation in executing the contract to the concerned authorities.
10. Any sum recovered by **BSL** on account of violating safety rules would be borne by the bidder.
11. Driver must report on duty in neat and clean uniform, free from intoxication and Contiguous diseases with proper ID cards. Any change in driver shall be intimated by the vendor to the contract executing officer in charge for record and other compliances.
12. The contract tenure for hiring the vehicle is for **12 Months** from the actual date of providing the vehicle with a valid gate-pass. However, this contract may be extended further, as per the requirement of BHEL, in the same terms & conditions based on satisfactory performance / service of the vehicles. However, BHEL may terminate the contract any time during the currency of the contract with a notice period of 30 days if the requirement of vehicle is reduced, performance / service is found unsatisfactory.
13. Driver must have a valid license and equipped with Mobile connectivity all the time round the clock.
14. The Vehicle must have neat & Clean Towels for seat and back.
15. In case of exigency, vehicle may be required to be parked at locations decided by BHEL Officials without any additional charges.
16. The vehicle should report for duty in good condition, with Proper pressure in tyres, good condition of tyres and with adequate quantity of fuel.
17. In case, BHEL makes any payment towards repair/fuel charges, the same will be recovered from your bills with **5% overhead.**
18. BHEL will not be a part for any accident or legal dispute during duty hours or at any either time. Also, no compensation shall be paid for any type of accidents or any unforeseen incidence.



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19. All taxes, insurance charges, local police allegations/law and order (if any) will be complied with/borne by owner. Making of all Gate passes.
20. Temporary/permanent/ Sunday / holiday / Night pass for entering inside the plant area is owner's responsibility, as per applicability.
21. The contractor shall take insurance policy for the driver, which shall cover third party & passengers also & it must be valid throughout the contract period. The insurance shall cover all kinds of risk arising due to accident during the entire period of contract. Any compensation required to be paid against such damages, the vehicle or to any other property; injury or loss of life of commuter or third party, shall be sole responsibility of the contractor. The contractor shall keep BHEL free from all such encumbrances. All Insurance cost is deemed to be included in the hire charge. The Copy of Insurance Policy document has to be submitted at BHEL site office.
22. Compliance of all statutory laws, legal obligations, as per Motor Vehicle Act, **Regulations applicable at BOKARO STEEL (SAIL) PROJECT COMPLEX**, in vogue shall be responsibility of the vendor.
23. **Medical test and Safety Induction Training of the Driver, shall have to be done for the Driver to be engaged, as per BOKARO STEEL Rules, for obtaining permanent Driver Gate-pass from customer.**
24. All other terms & Conditions are as per SLA.
25. **Billing & Paying Authority:**
Construction Manager,
BHEL SITE OFFICE, BOKARO (R&M) Site
SAIL BOKARO STEEL PLANT,ESP SINTER PROJECT
STATE- Jharkhand
GSTN:20AAACB4146P5ZP



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PQ CRITERIA FOR EVALUTION OF TECHNICAL BIDS

Documents to be attached along with offer for technical evaluation of bids:-

- Copy of GST Registration
- Copy of PAN CARD
- Copy of EPF & ESIC registration certificate. Failure to submit the document shall be considered as technical dis-qualification.
- Undertaking by the Bidder against Insolvency, Liquidation and Bankruptcy- as per attached format in bidders letterhead as per Annexure A.
- In case of Existing Vehicle: Current photograph of the vehicle to be provided along with the photo of the odometer showing the total Km run. (Model / Year of Manufacture must be of year 2020 and above and running KM must not be more than 3 lakhs KM).
- For Brand New Vehicle: If the bidder declares to provide Brand new vehicle against the bid, a declaration to this effect is to be submitted by the vendor/agency on its letterhead that on being L1 bidder, the agency shall purchase new vehicle with Jharkhand Commercial registration and obtain a valid route permit.
- No Deviation Certificate in Annexure –B.



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Annexure-A

UNDERTAKING

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

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir/Madam,

Sub: DECLARATION REGARDING INSOLVENCY/ LIQUIDATION/ BANKRUPTCY PROCEEDINGS

Ref: NIT/Tender Specification No:

I/We, _____ declare

that, I/We am/are not under insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT or any adjudicating authority/authorities, which will render us ineligible for participation in this tender.

**Sign. of the AUTHORISED SIGNATORY
(With Name, Designation and Company seal)**

Place:

Date:



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ANNEXURE B

NO DEVIATION CERTIFICATE

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

To,
The Construction Manager
BHEL SITE OFFICE,
BHEL BOKARO (R&M) Site,
BSL, Bokaro Steel City, Bokaro, Jharkhand.

Dear Sir,

Sub : **No Deviation Certificate**

Ref : **1) NIT/Tender Specification No:** dt.

2) All other pertinent issues till date

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website/ issued by BHEL and in case of such observance at any stage, it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions, unqualified compliance to Tender Conditions, Integrity Pact (if applicable) and acceptance to Reverse Auctioning process.

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 -C

RATE SCHEDULE FOR PRICE BID

**Price Schedule for hiring of vehicle on monthly hiring charges basis
at BHEL-BOKARO (R&M) SITE.**

SI No	Description of vehicle	Hire charges per month (In Fig. & words)
1	One Nos Chauffer Driven Commercially Registered Bolero/Scorpio/Equivalent Vehicle (with AC & Heater)	

Rate quoted is excluding GST.

Yours faithfully,

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