



**BHARAT HEAVY ELECTRICAL LIMITED**  
(A GOVERNMENT OF INDIA UNDERTAKING)  
ELECTRONICS DIVISION  
P.B. NO.: 2606, MYSORE ROAD, BANGALORE-560 026.

**NOTICE INVITING TENDER (NIT)**  
**SINGLE PART OPEN TENDER**

**TENDER REF. NO:** CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB Date:30.12.2021

**Name of Work:-** **Hiring of Vehicle (Bolero/Scorpio/Xylo/Ertiga or Equivalent)** for official use at BHEL- EDN site, NTPC Tanda TPP, Vidyut Nagar, Dist. Ambedkar Nagar, Uttar Pradesh 224 238.

**TENDER DOCUMENT TO BE DOWNLOADED FROM WEBSITES, [www.bhel.com](http://www.bhel.com)**

All corrigendum, addendum, amendments, time extensions, clarifications, etc. (if any) to the tender will be hosted on [www.bhel.com](http://www.bhel.com) website only. Bidders should regularly visit websites to keep themselves updated.



**Total Number of pages including Cover page.**

**Due Date and Time for submission of Bid: 05/01/2022, Up to 13:00 Hrs.**  
**Tender Opening Date and Time: 05/01/2022, 13:30 Hrs.**

**IMPORTANT NOTE**

BIDDER IS ADVISED TO CHECK AND ENSURE COMPLETION OF ALL PAGES OF TENDER DOCUMENT AND REPORT ANY DISCREPANCIES TIMELY FOR CORRECTIVE ACTION, TO THE ISSUING AUTHORITY, BEFORE THE BIDS ARE SUBMITTED. PRINTED COPY OF TENDER DOCUMENT COMPLETE IN ALL RESPECT MUST BE SUBMITTED BACK ALONG WITH SIGN & SEALED ON ALL THE PAGES AS PART OF THE BID WITHOUT WHICH THE SAME IS LIABLE TO BE REJECTED BY BHEL



Sealed offers under Single part bid system are invited from competent contractors, fulfilling qualifying requirements, with sound financial capacity and experience for undertaking the following work as per detailed schedule of work given in Tender Documents. No sale of Bid documents will be done. The Bidder shall download the Bid document from websites, [www.bhel.com](http://www.bhel.com) fill the same completely & submit

<b>DETAIL ABOUT TENDER:</b>	
TENDER REFERENCE NO & DATE	CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB Date:30.12.21
Name of Work	<b>Hiring of Vehicle (Bolero/Scorpio/Xylo/Ertiga or Equivalent)</b> for official use at BHEL- EDN site, NTPC Tanda TPP, Vidyut Nagar, Dist. Ambedkar Nagar, Uttar Pradesh 224 238.
Period of Services	6 Months
Tender Type	Open Tender (Single Part Bid)
PLACE OF WORK EXECUTION	NTPC Ltd., Tanda TPP Vidyut Nagar, Dist. Ambedkar Nagar, Uttar Pradesh, INDIA – 224 238
DUE DATE FOR SUBMISSION	<b>05/01/2022, Up to 13:00 Hrs.</b>
DATE & TIME OF TENDER OPENING	<b>05/01/2022, 13:30 Hrs</b>
Address for Submission of completed Tender Documents	Offer and documents should be sent in original through R.P.A.D / Speed post / hand delivery / Courier, so as to reach the office of Offer inviting Authority <b>Mr. S DEBBARMAN</b> <b>Dy. General Manager, CE- EXTERNAL SERVICES</b> <b>5<sup>TH</sup> FLOOR, NEW ENGINEERING BUILDING</b> <b>BHEL – ELECTRONICS DIVISION</b> <b>mysore road, bangalore</b> <b>KARNATAKA. PIN – 560 026</b>

**Signature & Seal of the Bidder**

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#### **PROCEDURE FOR THE SUBMISSION OF SEALED TENDERS**

1. Interested and qualified Bidders shall download the complete Tender Document from the websites [www.bhel.com](http://www.bhel.com) and same shall be used for submission of their offer.
2. All corrigendum, addendum, amendments, time extensions, clarifications, etc. (if any) to the tender will be hosted on [www.bhel.com](http://www.bhel.com) websites only. Bidders should regularly visit websites to keep themselves updated.
3. This tender invites offers in Single Part Bid System. The Bid shall be submitted **in a single sealed envelope/single pdf file (Password protected)** and super scribed '**Single Part Bid**' containing, one complete set of tender documents included in NIT, details to be submitted as per the tender specification including the offer letter duly signed and stamped. Each page of this NIT should be signed and stamped as a token of acceptance of all the Terms & Conditions of NIT. Bidder has to quote for PRICE FORMAT of the Price Bid; Refer page no. 19-20
4. Also, the **Bidder shall prominently write/type Tender Reference Number, Due Date & Time and name of work on top envelope.** In the event of the **Bidder not writing these details on the envelope** and the tender documents gets opened inadvertently, the offer will be liable to be **rejected**.
5. Complete Tender documents duly filled and signed by Bidder or Bidder's authorized representative shall reach this office by 1300 hours on 05/01/2022 (DD/MM/YYYY). Bidders may submit their offers by hand / by Registered post / by Speed post / by courier service/**by password protected pdf** with the password to be send on the Day of opening within 13:00 hrs. However, BHEL takes no responsibility for any loss / delay of documents or correspondences sent by courier / post.
6. The Single Part bid shall be opened on 05/01/2022 (DD/MM/YYYY) at 13:30 Hours at BHEL – Electronics Division, Mysore Road, Bangalore – 560 026 in the presence of Bidders who choose to be present. Further evaluation will be carried out as per BHEL procedure.
7. Tenders received after the due date and time is treated as Late Tenders and shall not be considered for evaluation.
8. Validity of the offer shall be for 90 days from the date of opening the Price bid.
9. The price quoted shall be FIRM throughout the period of contract. No escalation in prices will be allowed.
10. Advance payment and interim payment will not be paid.
11. This tender document comprises of the following.

SECTION-1: PROJECT INFORMATION,

SECTION-2: SCOPE OF WORK & PAYMENT TERMS

SECTION-3: PRICE SCHEDULE

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## SECTION-1:

### PROJECT INFORMATION

BHEL-EDN, Bangalore is executing the work of Erection & Commissioning of "Station Control & Instrumentation system" of 2x660 MW units at NTPC Limited, Tanda TPP Stage-II, Vidyut Nagar, and Dist.: Ambedkar Nagar, Uttar Pradesh, INDIA – 224238. This NIT providing details of information regarding "Hiring of 1 (One) number of Air Conditioned diesel operated vehicle (Scorpio/Xylo/Ertiga or Equivalent) along with Driver " for official use at BHEL- EDN site, NTPC Tanda, TPP Vidyut Nagar, Dist: Ambedka UP.

#### **Details of Stage/Units:**

Project Name:	TANDA TPP
Project Stage:	Stage-II
No. of Units X Capacity:	2X660MW
Project Setting Up By:	NTPC Limited

#### **Location and Approach:**

Project Location:	(i) Place: Vidyutnagar (ii) District: Ambedkar Nagar (iii) State: Uttar Pradesh (iv) Country: India
Latitude and Longitude of Project Location	North: 26 Deg 35' East: 82 Deg 36'
Nearest Railway Station:	Tanda
Distance of Project Site from the Railway Station:	12 KM (approx.)
Nearest Major Town:	Tanda Town
Distance of the Town from the Project Site:	12 KM
Nearest Commercial Airport:	Amausi International Airport, Lucknow, Uttar Pradesh
Distance of airport from the Project Site:	200 KM
Nearest Highway:	National Highway 27 & 28
Any Other Information:	Further to the information given here, Bidders are advised to visit the Project Site and collect data on local site conditions.

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## SECTION-2

### SCOPE OF WORK, TERMS & CONDITION OF TENDER ENQUIRY

<b>I.</b>	<b><u>SCOPE OF WORK</u></b>
1.	Providing One No. Diesel fueled vehicle with seating capacity of minimum 7 Passengers +1 Driver (Bolero/Scorpio/Xylo/Ertiga or Equivalent) of Model January 2016 or later with Air conditioning along with Driver and valid meters on monthly hiring contract for the official use of BHEL-EDN staff at BHEL-EDN Site office, NTPC Tanda Dist. Vidyut Nagar, Ambedkar Nagar, Uttar Pradesh 224238 subject to terms and condition stated below. The Bidder preferably shall own the vehicle and the vehicle has to be maintained in good running condition. The vehicle should be registered preferably in the name of the 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 entire contract period.
<b>II.</b>	<b><u>Terms &amp; Condition of Tender Enquiry</u></b>
<b>A.</b>	<b><u>VEHICLE</u></b>
2.	<b>Validity of the contract:</b> Contract period shall be 06 Months from the date of issue of Work order/or as mentioned in the Work Order/LOI and may be extended further at the discretion of BHEL on providing satisfactory service or as per BHEL requirement. In case of non-satisfactory performance/service or poor condition of the vehicle, BHEL reserves the right to terminate the contract at any time without giving prior notice and without any financial implications to Company. The tenderer shall not be permitted to withdraw the offer or modify the Terms & Conditions of the tender. 06
3.	The vehicle provided by the contractor shall be maintained in good running condition during the period of contract and the vehicle provided should be thoroughly washed and cleaned.
4.	Vehicle can also be used for outstation duties on need basis to other place(s) from Tanda Site in UP or other state for which necessary statutory provisions need to be complied by the Vehicle owner and papers need to be available with the Driver.
<b>B.</b>	<b><u>TIMINGS</u></b>
5.	Use of vehicle with Driver(s) on 12 hours basis (may work in Shift duty also): The vehicle shall normally be deployed for 12 hours (including Half an hour lunch) and should report to the person (for whom vehicle is required) 15 minutes before at the Place (As detailed by authorized official of BHEL)
6.	Vehicle should be available for BHEL usages every day on 12 hours basis on all 28/30/31 days of the calendar month. However, on need basis, the vehicle may further be used /utilized during night hours. While vehicle not in use; vehicle should be parked as per the instruction of BHEL.
7.	The owner shall not object to any outstation duty assigned. For outstation duty, additional charges for night halt shall be paid. Night halt charges shall be counted on the basis actual night halts made at outstation. Any partial night halt shall not be considered for payment.
8.	The balance of kilometers/hours run during the month are to be carried forward to the next month and any cumulative shortage will lapse at the end of contract year and any cumulative excess will be paid at the end of contract year as per kilometer/hour basis
9.	No reimbursement for engine oil changes may be incorporated.
<b>C.</b>	<b><u>DRIVER</u></b>
10.	The owner should provide driver, in proper uniform, fully conversant with different routes to undertake journey by the shortest route.
11.	The driver should always be polite, courteous and able to communicate properly.
12.	While on duty, the driver of the vehicle should not be in intoxicated condition.
13.	The driver must possess a valid driving license and mobile phone while on duty.
14.	The driver should have sufficient cash to pay any toll tax / parking charges / entry tax as and when required and also should be in position to pay for any minor repairs necessitated due to sudden breakdown of the vehicle on the road. In no case, money should be borrowed from the occupant of the taxi. Any payment to driver including

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	his food and incidental shall be borne by contractor.
<b>D.</b>	<b>Maintenance / repair / breakdown / non-availability of driver:</b>
15.	During any major or minor repairs / maintenance of the vehicle, the Owner shall have to provide alternate vehicle at his risk and cost for the period under maintenance / Repair. Two days per month shall be allowed for maintenance purpose preferably on any of the Sundays when Vehicle is not required for BHEL Use. Accordingly, the monthly rent shall include One Day paid Holiday in a month for the routine maintenance of the vehicle. In case due to exigencies of work, Paid Holiday is not possible additional payment shall be made on pro rata basis. In case the vehicle is required for all the days of a month, then charge per day calculated at "Monthly Hiring Charges divided by actual number of days in the corresponding month" (Pro rata basis) shall be paid extra. The decision regarding maintenance day solely lies with BHEL Resident Engineer.
16.	<b>Penalty:</b> <ol style="list-style-type: none"> <li>For non-providing of substitute vehicle: No payment will be made for such day(s) on which the vehicle is not available for work; moreover the actual / equivalent hire charges for arranging the vehicle from other source by BHEL will be deducted from respective Vehicle bill for that month.</li> </ol>
<b>E.</b>	<b>Diesel Filling &amp; Lubricants</b>
17.	Diesel shall be filled by the vehicle owner and there should not be any delay due to filling of diesel at Petrol pump during duty hours.
18.	Proper Log-Book/Trip Sheet is to be maintained by driver/owner, it should be got filled up & signed by user on day-to-day basis with trip wise (Log).
19.	The Vehicle will be used on all the 28/30/31 days of month including working days and also on Sundays/Holidays as and when required. Vehicle owner should arrange alternate Drivers if required.
<b>F.</b>	<b>STATUTORY REQUIREMENT</b>
20.	Owner shall provide required number of driver(s) for running the vehicle and pay the prescribed minimum Wages as per prevailing minimum Labour laws OR applicable/Govt. norms in NTPC Tanda Premises and other allowances as per Government Notification & Statutory provision of applicable and prevailing Labour laws, Insurance etc. to the Drivers engaged.
21.	Compensation, if any payable to the Driver or 3rd party insurance under any statutory rules will be the sole responsibility of the vehicle owner only and BHEL-EDN will not be responsible for making any such payment to the drivers or third party.
22.	The vehicle owner shall be responsible for fulfillment of all types of statutory revisions under the prevailing Motor Vehicle Act and other various Acts applicable for running the vehicles on hire basis and also in case of accident or otherwise for any mishap/legal complications and for provisions prescribed under the prevailing Motor Vehicle Act and other Acts as may be applicable throughout the entire contract period.
23.	In case the vehicle does not report for the said duty at any point of time on any day, proportionate/ pro rata charge will be deducted from monthly payment. Management also reserves the right to engage another vehicle <b>at the risk and cost</b> of the vehicle owner for carrying above duties and other assigned duties.
<b>G.</b>	<b>RATES , BILLING AND PAYMENT</b>
24.	The quoted rates will be FIRM during the validity of the contract.
25.	100% payment will be released on monthly basis on submission of bill in duplicate and log book/Trip Sheet Statement duly certified every day by BHEL Engineer/BHEL Representative using the vehicle within 45 days on receipt of bill to BHEL-EDN Bangalore. The Vehicle owner will have to maintain daily logbook/Trip Sheet duly countersigned by BHEL/Or its representative. <b>Bidder should furnish proof of Payment of wages to Driver's Bank Account for previous month for processing of the bill of present month.</b> Bill shall be enclosed with Diesel bill receipts for Proof of prevailing rates in Tanda, Vidyut Nagar, Ambedkar Nagar (UP). All payments will be released through Electronic Fund Transfer (EFT) only to the Contractor's Bank Account directly. For this, the Bidder should submit the EFT form duly filled in (Annexure 8) in and endorsed by the Bank Manager's signature along with the Bid.
26.	Taxes -GST Bidder to note following. In case Bidder is GST registered, the Bidder's GST ID is to be furnished. The declaration is to be provided

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	whether they are availing input tax credit or not availing input tax credit along with each tax invoice. BHEL EDN BANGALORE GST ID is 29AAACB4146P1ZB. Proof of registration "Form GST REG-25" to be furnished. The SAC /HSN codes (item wise) to be indicated in the invoice. If the Bidder is not registered for GST ID, they need to submit a declaration that they are not registered and are not availing any input tax credit. The BHEL GST ID is to be mentioned mandatorily in the bill. GST is applicable extra on the quoted price.
27.	The Company shall not be responsible for any other payments either towards running expenses, repairs or salaries and wages of driver, local/outstation boarding & lodging of driver etc. and also the whole responsibility rests with contractor in case of accident or any other matter related to compliance to traffic rules and regulations.
28.	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.
<b>H.</b>	<b>Documents and Comprehensive Insurance of the Vehicle :</b>
29.	The Vehicle must have the valid Taxi permit, the R.C. Book, comprehensive Insurance, and Fitness Certificate, Pollution under Control Certificate/ Driving License and any other applicable document in respect of vehicle on hire etc. as required by RTO and the same should be kept always with vehicle to comply with any inspection that may be done by the official(s) of the Government.
30.	The owner has to maintain the vehicles in good condition and should possess all relevant documents required under Motor Vehicle Act and should have Registration to run the vehicle as Vehicle Taxi/Maxi Cab along with Route Permit. The owner of the vehicle is solely responsible for compliance of such legal provisions; BHEL-EDN will not be responsible in any manner in this respect. However the Taxi/ Maxi Cab Permit to run the vehicle for commercial use is must. In case of non-production of Taxi/ Maxi cab permit, the engagement of the vehicle is liable to be terminated at any time. The Taxi Permit Registration charge for the vehicle is to be borne by the vehicle owner/ Contractor.
<b>I.</b>	<b>GENERAL</b>
31.	Any dispute / differences arising out of or connected directly or indirectly to the contract shall be referred to Resident Engineer, BHEL-EDN Site Tanda Vidyut Nagar, UP and the decision of the Resident Engineer, BHEL-EDN, Tanda site Ambedkar Nagar shall be final and binding on both the parties.
32.	<b>BHEL- EDN</b> will not be responsible for the lapses of any statutory obligation prescribed in the Motor Vehicle Act and any other Act from time to time.
33.	BHEL- EDN shall not be responsible for any fine / penalty imposed by Any of the Transport Authority / Police during the course of journey/engagement of the vehicle with Project/Corporation.
34.	<b>INDEMNITY:</b> The successful Bidders have to indemnify <b>BHEL- EDN</b> . As below: "Any expenditure incurred by <b>BHEL- EDN</b> for defending the legal cases, for violation by the Contractor of any provision under various states, shall be recovered from the Contractor besides payment to the contract labor of any amount / compensation under an Award granted by Hon'ble Courts / Tribunals / Authorities or under any law as may be applicable. <b>BHEL- EDN</b> also reserves the right to recover from the contractor any expenses incurred by <b>BHEL- EDN</b> in any manner to defend itself against any financial liability caused due to any act or omission by the contractor or his employees / agents or any one acting on his behalf."
<b>J.</b>	<b>Performance</b>
35.	If circumstances warrants after issuance of the 3 (Three) warnings for unsatisfactory performances of the Car, the BHEL shall be at liberty to terminate the contract by giving 72 hours' Notice.
<b>K.</b>	<b>IMPORTANT TERMS AND CONDITIONS</b>
36.	<b>Validity:</b> Offer should be valid 3 months from the date of opening of Tender.
37.	<b>Manner of Evaluation:</b> <b>THIS IS SINGLE PART BID.</b> Lowest Bidder will be decided on overall cost as mentioned <b>SI. No 1,3,4,5 of Price Format.</b> For the purpose of evaluation prevailing rate of diesel shall be used. However during execution actual rates will be reimbursed as per the NIT terms. No distinction will be made between the Type of Vehicle. (i.e. No distinction shall be made between

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	Bolero/Scorpio/XYLO/Ertiga etc.,) BHEL reserves right to reject any one or all tenders without assigning any reason. It is not binding on BHEL to accept the lowest tender.
38.	Parties, interested to provide, required vehicle on hired basis in good running condition & road worthy with registration of the vehicle in their names/Firm's name, may submit their tenders original through R.P.A.D / Speed post / hand delivery / Courier, so as to reach the office of Offer inviting Authority <b>Mr. S DEBBARMAN</b> <b>Dy. General Manager, CE- EXTERNAL SERVICES</b> <b>5<sup>TH</sup> FLOOR, NEW ENGINEERING BUILDING</b> <b>BHEL – ELECTRONICS DIVISION</b> <b>mysore road, bangalore</b> <b>KARNATAKA. PIN – 560 026</b>
39.	Party interested to engage new vehicle on hired basis but at present do not have the said Vehicle may also apply, subject to following. i. If parties stand L1 the party will have to submit the RC book of new vehicle within 1 month from finalization date of tender. ii. The letter of intent will be issued for engagement of Vehicle only after physical certification of new vehicle and on submission of all relevant /valid documents. iii. The other terms and conditions as above would be remaining same.
40.	The last date for receipt of the sealed/password protected pdf tender is on or before 05.01.2022 - 1300 hrs. and the same will be opened at BHEL EDN Head Quarters, Bangalore on 05.01.2022 at 1330 PM.
41.	Arbitration: All questions and disputes/difference relating to the meaning of the specifications, design, drawings and instructions and or interpretation of the contract or its clauses and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawing, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitration appointed by the Chairman & Managing Director/Executive Director (In charge of the Unit) / General Manager (In charge of the Unit) / concerned Additional General Manager of the Unit of BHEL. The cases referred to arbitration shall be other than those for which the decision of the Dy. General Manager / Sr. Manager /Project Manager/Manager/Sr. Engineer/Engineer, is expressed in the contract to be final and conclusive. The arbitrator to whom the matter is originally referred being unable to act for any reason, Chairman & Managing Director/Executive Director (In charge of the Unit) / General Manager (In charge of the Unit) / concerned Additional General Manager of the Unit of BHEL, shall appoint another person to act as sole arbitrator and such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. Subject as aforesaid the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings. It is a term of the contract that the party invoking arbitration shall specify the dispute or disputes including specifying the quantum of financial claim, if any, to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The arbitrator (s) shall complete the entire arbitration and publish an award within a period of twelve months from the date the Tribunal enters upon the reference. The parties to this arbitration agreement may before or at the time of invoking the Arbitration clause, may indicate in writing for FAST TRACK PROCEDURE wherein the Arbitrator shall pass an award within six months from the date the Tribunal enters upon the reference and to that effect, the Tribunal may dispense with any technical formalities and conduct the proceedings without oral hearing, subject to acceptance of such Fast Track procedure by other party. The work under the Contract shall continue during the arbitration proceeding and no payment due to the Contractor shall be withheld on account of such proceedings. The Arbitrator shall be deemed to have entered on the reference on the date one party issues notice to other party invoking arbitration clause under this. The Venue of arbitration shall be Bangalore and the language will be English only. The award of the arbitrator shall be final, conclusive and binding all parties to this contract. "

**Signature & Seal of the Bidder**

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## ANNEXURE - I

### CHECKLIST OF DETAILS AND ENCLOSURES.

**Note: Please fill up the list with details OR select the option with tick mark appropriately. No column should be left blank.**

1.	Name and Address of the Bidder	
2.	Contact Details	Phone No: Mobile no: Fax No.: Email address:
3.	Validity of offer / rates quoted for 90 days from the date of opening of Tender: mentioned in tender document	YES / NO
4.	Offer Forwarding Letter (Annexure-2) enclosed.	YES / NO
5.	No Deviation Certificate (Annexure-3) enclosed	YES / NO
6.	Declaration confirming knowledge about site conditions (Annexure-4) enclosed	YES / NO
7.	Declaration on relations in BHEL (Annexure-5) enclosed	YES / NO
8.	Non-disclosure agreement (Annexure-6) enclosed	YES / NO
9.	Declaration sheet as per as per Annexure-8 enclosed	YES / NO
10.	Copy of PAN No of Tender (Copy of the same to be enclosed)	YES / NO
11.	EFT Form as per Annexure-9 enclosed	YES / NO
12.	GSTIN Copy of the same to be enclosed)	YES / NO
13.	Vehicle Registration Copy Enclosed	YES / NO
14.	Proof of Ownership of vehicle / Agreement between Bidder & owner of the vehicle (applicable only to Bidder is not the owner of the vehicle)	YES / NO
15.	Valid Insurance for the vehicle	YES / NO
16.	Details of Vehicle offered (Model, Year of Make)	Model .....

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		Year of Make.....
17.	If not registered under GST, undertaking to be submitted that contractor will register and furnish copy of certificate before submitting the first Bill	Acceptable / Not Acceptable
18.	GST Registration no (if applicable)	
19.	GST rate Applicable: - (%)	
20.	Tax quoted in price bid, Tick as applicable with %	IGST Or SGST + CGST Or UTGST + CGST
21.	SAC code	

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

Place:

Date:

**Signature & Seal of the Bidder**

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## OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER

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

Offer Reference No.: .....

Date: .....

To,

Dy. General Manager (CE-ES)  
Bharat Heavy Electricals Ltd,  
Electronics Division,  
Mysore Road,  
Bangalore 560026

Dear Sir,

**Sub:** Submission of Offer against Tender Reference No.: .....Dated .....

I/We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited – Electronics Division, Bangalore, in accordance with the terms and conditions thereof.

I/We have carefully perused the documents connected with the above work and agree to abide by the same.

1. Amendments/Clarifications/Corrigenda/Errata/etc. issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Forms and Procedures
4. Price Bid (Single Part Bid)

Should our Offer be accepted by BHEL for Award, I/we further agree to execute the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

I/We further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

### **Authorized Representative of Bidder**

Signature:

Name:

Address:

Place:

Date:

**Signature & Seal of the Bidder**

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## NO DEVIATION CERTIFICATE

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

-----  
To,

Dy. General Manager (CE-ES)  
Bharat Heavy Electricals Ltd,  
Electronics Division,  
Mysore Road,  
Bangalore 560026

Dear Sir,

**Sub: No Deviation Certificate**

Ref: 1) NIT/Tender Reference No.: ..... Dated .....

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 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 of the NIT.

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)

**Signature & Seal of the Bidder**

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## DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS

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

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To,

Dy. General Manager (CE-ES)  
Bharat Heavy Electricals Ltd,  
Electronics Division,  
Mysore Road,  
Bangalore 560026

Dear Sir,

Sub: **Declaration confirming knowledge about Site conditions**

Ref: 1) NIT/Tender Reference No: .....,  
2) All other pertinent issues till date

I/We, \_\_\_\_\_ hereby declare and confirm that we have visited the Project Site as referred in BHEL Tender Specifications and acquired full knowledge and information about the Site conditions including Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Site. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions.

I/We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

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

Date:

Place:

**Signature & Seal of the Bidder**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB



ANNEXURE-5

**DECLARATION FOR RELATION IN BHEL**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

-----  
To,  
Dy. General Manager (CE-ES)  
Bharat Heavy Electricals Ltd,  
Electronics Division,  
Mysore Road,  
Bangalore 560026

Dear Sir,

Sub: **Declaration for relation in BHEL**

Ref: 1) NIT/Tender Reference No.: .....Dated .....

I/We hereby submit the following information pertaining to relation/relatives of Proprietor/Partner(s)/Director(s) employed in BHEL

**Tick (✓) any one as applicable:**

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)  
(ii)

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

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable action against the Bidder/Contractor.
- 3.

**Signature & Seal of the Bidder**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB



ANNEXURE-6

**NON – DISCLOSURE AGREEMENT MEMORANDUM OF UNDERSTANDING**

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

BHEL EDN is committed to Information Security Management System as per Information Security Policy.

M/s .....providing.....service to BHEL EDN Bangalore hereby undertake to comply with the following in line with Information Security Policy of BHEL EDN:

- Maintain Confidentiality of Documents & Information which shall be used during the execution of the contract.
- The Documents & Information shall not be revealed to or shared with third party who shall not be in the business interest of BHEL EDN.

*Bidder's Name and Address*

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

Place:

Date:

**Signature & Seal of the Bidder**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB



ANNEXURE-7

**FORMAT OF DECLARATION TO BE GIVEN WITH FINAL BILL**

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

Ref:

Date:

To,

BHEL - Electronics Division,  
PB.No.2606, Mysore Road,  
Bangalore – 560026.

**Kind Attention:** .....

Dear Sir / Madam

Ref: Your W.O NO..... Date: .....

This is to certify that:

1. We have made full & final payment (Retrenchment Compensation, One month notice / notice pay in lieu thereof, payment for un availed portion of EL etc. as applicable) to all our workers and as on today nothing is pending / payable to any worker on account of wage & other benefits.
2. We have complied with relevant provisions of employees provident fund and misc. provisions Act 1952 and rules made there under and we have deposited up to date PF contribution under PF code No:.....
3. No one was injured / died due to accident during the period of contract in the execution of the work and hence no compensation payment is applicable.
4. No labour payment is pending with us.
5. We hereby certify that the work was completed in accordance with terms and conditions of the said work order / award letter and all the particulars as declared above are true to the best of my knowledge & belief.
6. That in case principal employer ..... is held responsible / liable to pay any amount/penalty charge by an order of the court, arbitrator or authority due to acts or omissions of the contractor M/s .....hereby undertakes to indemnify the principal employer to deduct that amount from our bills payable by you in any other contract.
7. No other claims against this contract / work order will be made by..... on BHEL Bangalore.

Thanking You,

Yours Sincerely

Signature of the Contractor

**Signature & Seal of the Bidder**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB



## ANNEXURE-8

### Electronic Funds Transfer (EFT) Form

Please Fill up the form in **CAPITAL LETTERS** only.

TYPE OF REQUEST(Tick one):  CREATE  CHANGE

BHEL Vendor / Supplier Code:

Company Name :

Permanent Account Number(PAN):

Address

City: \_\_\_\_\_

PINCODE \_\_\_\_\_

STATE \_\_\_\_\_

Contact Person(s)

Telephone No:

Fax No:

e-mail id:

Bank Name:

Bank Address:

Bank Telephone No:

Bank Account No:

Account Type: Savings/Cash Credit

9 Digit Code Number of Bank and branch  
appearing on MICR cheque issued by Bank

Bank swift Code(applicable for EFT only)

Bank IFSC code(applicable for RTGS)

Bank IFSC code(applicable for NEFT)

I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorize BHEL, EDN, Bangalore to electronically deposit payments to the designated bank account.

If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL / transferring Bank responsible.

This authority remains in full force until BHEL, EDN; Bangalore receives written notification requesting a change or cancellation.

I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS /EFT.

Date:

Authorized Signatory:

Designation:

Telephone NO. with STD Code

Company Seal

#### **Bank Certificate**

We certify that \_\_\_\_\_ has an Account No \_\_\_\_\_ with us and we confirm that the bank details given above are correct as per our records.

Date:

(.....)

Place:

Signature

Please submit completed form along with a blank cancelled cheque or photocopy thereof with your offer.

**Signature & Seal of the Bidder**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB



## **SECTION - 3**

### **SCHEDULE OF PRICE**

**Tender reference: CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB Date: 30.12.2021**

**BHEL EDN GSTIN number is 29AAACB4146P1ZB.**

### **PRICE BID**

CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB

**Signature & Seal of the Bidder**

Tender reference: CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB Date: - 30.12.2021

**PRICE FORMAT (SCHEDULE OF RATES)**

A	B	C	D	E	F	G	H	I
Sl. No	Particulars	Base	Basis	Rate in Rs per Unit	Total rate/month (Rs)	Quantity	Unit	Total Value
1.	Monthly hiring charges for AC Diesel Vehicle for 3500KM with Driver 360 Hrs. Duty Per Month(monthly hiring is inclusive of Engine oil & Rent)	1	Month	24,910	24,910	6	Months	149460
2.	Diesel cost. (Fuel Efficiency 12KM considered. Diesel rate Rs 87.08 per Litre)	216	Litre	87.08	18809	6	Months	112854
3.	Per KM rate for Extra Kms beyond specified KM per month	50	KM	10	500	6	Months	3000
4.	Over Time Charges for using vehicle beyond Normal 12 hours duty as per tender terms	10	Hours	50	500	6	Months	3000
5.	Night Charges for Outstation	2	Days	250	500	2	Days	500
<b>TOTAL</b>						6	Months	268814

GST Rate in %:- .....

I / We offer and agree to provide and operate the vehicle as per above tender conditions at

<b>in figure</b> .....	<b>%</b>	<b>In words</b> ..... .....	<b>%</b>	<b>(Tick the selected option and strike off rest)</b> <b>above / at par / below</b>
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1. Overall offer value for 06 months shall be calculated by applying the % stated above to the Rate Column (E) on item no.1, 3,4 & 5 but not on item No.-2 i.e. diesel Charges.
2. L1 Bidder will be decided on overall least value quoted.
3. GST shall be payable extra by BHEL at the prevailing rates.

**Signature & Seal of the Bidder**

**4. Quoted value in % (percentage) should be both in "Figures" and "Words". In case of difference in % between Words and Figures, THE LESSER OF THE TWO will be treated as valid.**

I hereby affirm that I have read and understood all the terms and conditions of the tender and agree to abide by the same.  
I hereby agree to provide the vehicle referred above on monthly rental basis for use at BHEL-EDN site office NTPC Tanda,  
Vid�ut Nagar Ambedkar Nagar UP subject to terms and Condition of NIT CE/ES/2021-22/01/NTPC-TANDA-II/VEH/SJDB  
date 30.12.21

Date: - .... /.... /.....

**Signature & Seal of the Bidder**