Bharat Heavy Electricals Ltd. (A Govt. of India Undertaking) Heavy equipment Repair Plant Tarna, Shivpur, Varanasi - 221003

Tender No. HR: 05:07:42

Date: 28.05.2012

<u>Instructions & Opening of tenders : --</u>

- 1.0 Receipt & Opening of tenders : -
- 1.1 The envelope containing the quotation should be **Superscribed as Quotation** For (i) "Supply of AC Indica Car on lease for pool duty;
 - (ii) Supply of Non AC Indica Car on lease for shift duty;
 - (iii) Supply of AC/Non AC Indica Car/ Ambassador Car/ /Tata Indigo / Maruti Esteem / Innova / Tata Sumo/Travera / Honda City etc on Hire Basis;
 - (iv) Booking of Railway and Air tickets and
 - (v)Providing Driving services in BHEL, HERP, Varanasi."
- 1.2 Sealed tenders will be received on behalf of AGM (HR) in his office up to <u>1500 hrs</u> <u>Noon on 09.08.2012</u> from firms/agencies having adequate experiences in this field.
- 1.3 Tenders shall be opened on at <u>1600 hrs. (4.00 p.m.) on 09.08.2012</u> in presence of parties who wish to be present on the occasion.
- 2.0 <u>Miscellaneous</u>:
- 2.1 All entries in the tender document should be in one ink. Erasing and over writing is not permitted. All cancellations and insertions should be duly signed by the tenderer concerned.
- 2.2 Tenderer shall fill in all required particulars in the blank space provided for this purpose in the tender documents and also sign each and every page of the tender documents before submitting the tenders.
- 2.3 Tenders should be submitted in 02 (Two) parts viz. (1) TECHNO- COMMERCIAL BID (See clause 04), (2) PRICE OFFER (See Annexure). All parts of the bid should be submitted in separate envelopes. All parts thereafter should be duly signed and sealed in a single envelope by the party before submission.
- 2.4 In quoting the rates in the "Price Offer" the tenderers are advised to take into account relevant factors, including fluctuations in the market rates etc. No claim will be entertained on this account at a later date.
- 2.5 In the event of tender being submitted by a partnership firm, the tender must be signed separately and legibly by each partner or member of firm, or in their absence by the person holding the power of attorney on behalf of the other partners of the firm concerned. Copies of the partnership deed and the power of attorney must accompany the tender.
- 2.6 BHEL reserves the right to reject any or all of the tenders, partially or in full, without assigning any reasons thereof.
- 2.7 Tenders & "Price Offer" not submitted on the prescribed form shall be summarily rejected.

- 2.8 Rate should be quoted in figures as well as in words with respect to each item shown in the attached 'Price Offer' and should be submitted in a separate envelop supersubscribed as 'Price Offer'.
- 2.9 BHEL reserves the right to place one or more contracts simultaneously to two or more parties as it may fit and proper.
- 3.0 Validity of Contract :
- 3.1 The contract will be valid initially for a period of 02 (Two) years from the date of its commencement.

4.0 TECHNO COMMERCIAL BID:

Envelop- 1: of the Technical bid prepared by the bidder must comprise of the following documents in a Envelope. Tenders will be accepted only if following are deposited as part of Techno commercial bid.

Comprehensive List of documents must to be submitted under techno commercial bid: -

- a) Copy of the proof indicating the nature, Date of establishment and address of the organization having branch office at Varanasi, Uttar Pradesh.
- b) Copy of Registration with Department of Sales Tax, for Service Tax and work contracts.
- c) Copy of a Valid Pan Number
- d) Copy of Income Tax Return
- e) Copy of Registration with Registration Certificate Travel agency.
- f) Earnest Money Deposit of Rs.<u>60,000</u>/- (<u>Rupees Sixty Thousand Only</u>) in the following forms only.
 - i) Demand Draft in favour of 'Bharat Heavy Electricals Ltd. Payable at Varanasi.
 - ii) Cash may be deposited with AGM (Fin.) in advance and receipt may be attached with offer.
 - iii) The tender will not be accepted unless earnest money is deposited as part of Techno commercial bid.

Note: In case the Tender document is downloaded from the website an additional amount of Rs. 1,000/- shall be paid by the bidders.

- 4.1 Earnest money shall be refunded to unsuccessful tenderers after finalisation of the contract. In case of successful tenderers, the earnest money will be adjusted towards the security deposit in respect of the tenderers and will be refunded/adjusted in accordance with BHEL's provisions relating to the security deposit.
- 4.2 If a tenderer withdraws his/her offer after submission of his/her tender and after acceptance of his/her tender, fails to start the work in accordance with the instructions, the earnest money deposit shall stand forfeited.
- 4.3 The amount of security money to be deposited for proper fulfillment of the contract will be as per the 'Works Policy' of BHEL.

- 4.4 The successful tenderer(s) shall within ten (10) days of the receipt by him/her of the notification of the acceptance of his/her tender, deposit with the AGM (Fin.), BHEL, HERP, Tarna, Varanasi a sum which together with the amount of Earnest Money already deposited by them along with their tender shall make up the full security deposit as provided under BHEL rules relating to security deposit.
- 4.5 The security deposit will be retained by BHEL as security for due fulfillment of the contract.
- 4.6 Without prejudice to any other rights of BHEL under provision of these document or tender or any other law for the time being in force, the security deposit and any other amount securing to the contract will be liable for forfeiture in the event of the contractor violating any of the conditions of the contract and /or to be set off against any damages or expenditure by BHEL on account of acts of omission by the contractors(s) or his/her driver(s).

5.0 PRICE OFFER:

- 5.1 The tenderer shall quote his rates in the prescribed 'Price Offer' form in a separately sealed envelope. This will be opened only in case of fulfillment/qualification of the party with respect to clauses 04 (Techno Commercial Bid).
- 5.2 The rates/amount quoted shall remain firm for the entire duration of the contract and no price variation clause for any reasoned whatsoever shall be entertained.
- 5.3 Tenderer who has quoted for all services shall be considered. In price offer, part quoting of services shall lead to rejection of price offer of tender.

6.0 Payment:

- 6.1 The bill for the work completed will be presented to the Human Resource Department by second week of every month. Payment shall be made through EFT mode only within one month of submission of bills by the contractor, for which details of the Bank account, RTGS code of the parties Bank shall be furnished to Finance Department.
- 7.0 Extension and termination of the contract :
- 7.1 BHEL shall have an unconditional right to extend the period of contract by another one year or its part in company's interest on the same rate and terms and conditions.
- 7.2 If the contractor(s) fails or neglects or refuses to observe/perform any of the terms and conditions/obligations of/or under the contract, BHEL may without prejudice to other right terminate the contract without assigning any reason thereof and without any notice and recover from the contractor(s) any damages suffered by it on account of the failure, neglect, refusal, violation or any part thereof including the amount by which the cost of completing the work left by any other agency shall exceed the amount in the contractor in the contractor under this contract.

8.0 General terms and conditions which will part of contract agreement :

A) For Supply of A/C Indica Car on lease rental basis for pool duty in BHEL, HERP Varanasi

- i) The car proposed to be hired should be brand **A/C Indica Car.** The date of purchase of car should be not be earlier than **01.07.2011.**
- ii) The contract shall be initially valid for a period of **02 (Two) year**, with a provision to extend it further for a period of 01 (One) year on same terms and conditions at the sole discretion of BHEL depending upon requirement of the company and the performance of the vehicle.
- iii) BHEL shall pay monthly rent as agreed upon for hire of car indicated by the contractor in price offer. The charges so paid shall be inclusive of all taxes, duties and levies as charged by Govt. from time to time and the total cost of maintenance of the vehicle which shall be borne by the contractor.
- iv) The vehicle should be insured with Insurance agencies under 'Comprehensive' Insurance' terms and Insurance charges during the contract period shall be borne by the contractor.
- v) The Driver for the Car will be for driving Light Motor Vehicle(LMV) provided by the contractor. The driver of the car should hold valid driving licence, carry a working mobile phone, be well mannered and be free from any infectious disease. The driver should be in a proper uniform, to be supplied by the contractor at his own cost, at all times of duty. The contractor shall arrange to make available the police verification in respect of driving staff arranged by them, from the place of his/their permanent residence. In case it is found that that the services rendered by the hand(s) provided by the contractor is/are not satisfactory, they shall make immediate alternate arrangements.
- vi) The vehicle shall be on normal duty for 10 (Ten) hours daily on all days of the week (Seven) days. In case the vehicle is required for duty beyond 10 hours in a day, additional charges for the same shall be paid as quoted and agreed to by BHEL and the contractor.
- vii) The vehicle taken on hire shall be used exclusively by BHEL and after duty the vehicle should be parked in the premises of BHEL as directed by authorized personnel of BHEL.
- viii)The cost of fuel (diesel) for running the car will be reimbursed by BHEL as per the mileage agreed upon which shall not be below **15 (Fifteen)** kms. per litre of diesel.

- ix) That the contractor will ensure availability of the vehicle in running condition at all times. The vehicle shall be released by BHEL for servicing and maintenance on any day for maximum two days per two months, the dates for which shall be at the sole discretion of BHEL. In case the vehicle is withheld by the contractor for the days over and above the 02 (Two) off days per 02 months, they shall make immediate alternate arrangement of vehicle. In case of failure to provide an alternative vehicle proportionate deduction shall be made from the dues/monthly bill of the contractor for that particular period.
- x) Two sets of white seat covers in the vehicle shall be provided with the vehicle. The seat covers should be washed regularly by the contractor at their own cost. It should be ensured by the contractor that the canvas roof, side and back coverings, Tyres etc. of the Car are always in perfect condition.
- xi) The vehicle shall be all Uttar Pradesh Taxi permitted and the contractor shall be required to take care of Vehicle Registration, Road-tax, Comprehensive Insurance, other taxes etc., failing which the vehicle shall not be taken on the duty and BHEL shall have every right to hire another vehicle in its place and adjust the charges from the bill of the contractor.
- xii) In case the vehicle meets with an accident while on duty, the contractor shall be responsible for taking care of all the formalities i.e. security of the vehicle, FIR, Insurance & repair etc. and all the claims arising out of it or any other consequential damages as per law. In case any amount is spent by BHEL the same shall be deducted from the dues of the contractor.
- xiii) The car may be used by BHEL-HERP, Varanasi for its duty anywhere within the state of Uttar Pradesh.
- xiv) This agreement can be terminated after serving one month's advance notice from BHEL to the contractor without assigning any reason.
- xv) Photocopies of Registration Book, Comprehensive Insurance (of driver & passengers) & Taxi permit and the driver(s)'s driving licence etc. shall be deposited in HR department of BHEL.
- xvi) Vehicle will be examined from time to time by HR department of the company and in case any deficiency found by them suitable/necessary and immediate action shall be taken by the contractor.
- xvii) Night allowance will be payable if the vehicle is used beyond Mid Night. The rate for the same shall be quoted by the contractor within "Price Offer".
- xviii) The vehicles(s) provided by the contractor should always be in good running condition and free from breakdown.
- xix) The logbook of the vehicle(s) should be got duly signed at the close of duty everyday by the drivers of the vehicles.
 - xx) Punctuality/Observance of timings is very important.

B) <u>For supply of Indica Non A/C on lease rental basis for shift duty in BHEL, HERP Varanasi:</u>

- i) The contractor shall be required to provide **01 (One) vehicle (separate from pool duty car)** at BHEL's factory at Tarna, Shivpur, Varanasi to cater to the requirements of the company during 'A, B & C' Shift on all working day in BHEL HERP Varanasi. In case of failure of the contractor to provide vehicle(s) at the specified time and place penalty equal to one day hiring charges shall be imposed on the contractor.
- ii) The car proposed to be hired should be brand **Indica Car Non A/C** and the The date of purchase of car should be not be earlier than **01.07.2011**.
- iv) The contract shall be initially valid for a period of **02 (Two) year**, with a provision to extend it further for a period of 01 (One) year on same terms and conditions at the sole discretion of BHEL depending upon requirement of the company and the performance of the vehicle.
- v) BHEL shall pay monthly rent as agreed upon for hire of car indicated by the contractor in price offer. The charges so paid shall be inclusive of all taxes, duties and levies as charged by Govt. from time to time and the total cost of maintenance of the vehicle which shall be borne by the contractor.
- vi) The vehicle should be insured with Insurance agencies under 'Comprehensive' Insurance' terms and Insurance charges during the contract period shall be borne by the contractor.
- vii) The Driver to be provided by the contractor shall have valid license for driving Light Motor Vehicle (LMV) provided by the contractor. He should carry a working mobile phone be well mannered and be free from any infectious disease. The driver should be in a proper uniform, to be supplied by the contractor at his own cost, at all times of duty. The contractor shall arrange to make available the police verification in respect of driving staff arranged by them, from the place of his/their permanent residence. In case it is found that that the services rendered by the hand(s) provided by the contractor is/are not satisfactory, they shall make immediate alternate arrangements.
- viii)The vehicle shall be on normal duty for 24 (Twenty Four) hours daily on all days of the week (Seven) days.
- ix) The vehicle taken on hire shall be used exclusively by BHEL and after duty the vehicle should be parked in the premises of BHEL. Vehicle hired as above shall not go outside the BHEL premises without written permission of BHEL authorities.

- x) The cost of fuel (diesel) for running the car will be reimbursed by BHEL as per the mileage agreed upon which shall not be below 15 (Fifteen) kms. per litre of diesel.
- xi) In case shift duty vehicle reports beyond 01 (One) hours at the appointed place and time, penalty @ upto 50 % of car hiring charges per day may be levied on the contractor.
- xii) In case the vehicle to be supplied by the contractor does not report at the appointed time and place, alternate arrangement for the same shall be made by BHEL at the risk and cost of the contractor.
- xiii)The vehicles to be supplied by the contractor should have proper and valid documents and be registered as 'Taxi' with the vehicle registration authorities.
- xiv) The expenditure for fuel for day to day and/or minor and major maintenance works on the vehicles supplied by the contractor shall be arranged for and borne by the contractor at his cost.
- xv) The vehicles(s) provided by the contractor should always be in good running condition and capable of rendering trouble free service.
- xvi) The logbook of the vehicle(s) should be got duly singed from BHEL authorised representative at the opening & close of duty hours everyday by the drivers of the vehicles.
- xvii) In case the vehicle meets with an accident while on duty, the contractor shall be responsible for taking care of all the formalities i.e. security of the vehicle, FIR, Insurance & repair etc. and all the claims arising out of it or any other consequential damages as per law. In case any amount is spent by BHEL the same shall be deducted from the dues of the contractor.
- xviii) All statutory taxes and duties shall be paid by the contractor; failing which shall be recovered from the contractor's including any penalty on payment by BHEL.
- xix) If on any day there is no need of vehicle(s), prior written/phone information will be given to the contractor and accordingly proportionate deduction shall be made.
- xx) Drivers should have valid driving license with good track record, should be well mannered, decent and dressed appropriately at all times of duty.
- xxi) Immediate alternate arrangement shall be made by the contractor in case of any breakdown vehicle(s), failing which penalty equal to one day hiring charges shall be imposed on the contractor by BHEL.
- xxii) BHEL reserves the right to close full or part of the contract before tenure.
- xxiii) Punctuality/Observance of timings is very important.

C. <u>Supply of AC/Non AC Indica Car/ Ambassador Car/ /Tata Indigo / Maruti Esteem / Innova / Tata Sumo/Travera / Honda City etc.on Hire Basis,</u>

- i) The contractor shall send the vehicle for reporting for duty on such days and timings as informed by the authorized representative of BHEL.
- ii) The contract shall be initially valid for a period of **02 (Two) year**, with a provision to extend it further for a period of 01 (One) year on same terms and conditions at the sole discretion of BHEL depending upon requirement of the company and the performance of the vehicle.
- iii) The vehicle provided should be properly insured with Insurance agencies.
- iv) The Driver to be provided by the contractor shall have valid license for driving Light Motor Vehicle (LMV) provided by the contractor. He should carry a working mobile phone be well mannered and be free from any infectious disease. The driver should be in a proper uniform, to be supplied by the contractor at his own cost, at all times of duty. The contractor shall arrange to make available the police verification in respect of driving staff arranged by them, from the place of his/their permanent residence. In case it is found that that the services rendered by the hand(s) provided by the contractor is/are not satisfactory, they shall make immediate alternate arrangements.
- v) In case shift duty vehicle reports beyond 01 (One) hours at the appointed place and time, penalty @ Rs.200.00 per day may be levied on the contractor.
- vi) In case the vehicle to be supplied by the contractor does not report at the appointed time and place, alternate arrangement for the same shall be made by BHEL at the risk and cost of the contractor.
- vii) The vehicles to be supplied by the contractor should have proper and valid documents and be registered as 'Taxi' with the vehicle registration authorities.
- viii) The vehicles(s) provided by the contractor should always be in good running condition and capable of rendering trouble free service.
- ix) The logbook of the vehicle(s) should be got duly signed from BHEL authorized representative at the opening & close of duty hours everyday by the drivers of the vehicles.
- x) All statutory taxes and duties shall be paid by the contractor; failing which shall be recovered from the contractor's including any penalty on payment by BHEL.
- xi) Drivers should have valid driving license with good track record, should be well mannered, decent and dressed appropriately at all times of duty.

- xii) Immediate alternate arrangement shall be made by the contractor in case of any breakdown vehicle(s), failing which penalty equal to one day hiring charges shall be imposed on the contractor by BHEL.
- xiii) BHEL reserves the right to close full or part of the contract before tenure.
- xiv) Punctuality/Observance of timings is very important.

D) Booking of Rail and Air Tickets:

- i) Booking of Rail and Air tickets will be done by the contractor on receiving information for the same through telephone/E-mail/ Fax to be communicated by the authorised personnel of the company.
- ii) The tenderer shall be paid service charges for booking/cancellation of Rail tickets on the rates which may be indicated by them in the 'Price Offer' enclosed. In case rail tickets booked through IRCTC web site, charges claimed by the IRCTC other than the train fare will also be reimbursed on actuals. This reimbursement will be exclusive of the service charge which shall be quoted separately by the party on the 'Price Offer'.
- iii) No service charges shall be payable for booking Air tickets. However on cancellation of air tickets only 'Cancellation Charges' as levied by the airlines will be reimbursable to the contractor on submission of proof thereof.
- iv) Rail and Air tickets by the tenderer shall be handed over to the concerned personnel of the company at its office at Tarna, Shivpur, Varanasi.
- v) Bills in duplicate shall be submitted by the tenderer along with photocopy of the tickets booked and duly received by the employee/authorized personal.
- vi) In the event of Rail tickets booked and subsequently cancelled, cancellation charges, as levied by the Rail authorities along with service charges for the same will be paid by BHEL.

E) Providing Driving services:

- i) The contractor shall provide service hands for driving the Company Jeep and other vehicles as required from time to time.
- ii) Services of the driver shall be required from 8:00 AM to 6:00 PM on all working days in BHEL HERP Varanasi. In case the services required beyond 6:00 PM or on Holiday/ Sunday, extra charges per hour will be paid by BHEL. Such charges will be calculated as below:

Per Hour Extra Charges= Monthly quoted charges /(26*8)

- iii) The driving staff supplied by the contractor shall be in possession of a valid driving license in their name to drive Light Motor Vehicle and/or Heavy Passenger vehicle.
- iv) The hand(s) supplied by the contractor shall be well mannered, be dressed in clean clothes and always maintain a good disposition.

- v) The contractor shall arrange to make available the police verification in respect of driving staff arranged by them, from the place of his/their permanent residence.
- vi) In case it is found that that the services rendered by the hand(s) provided by the contractor is/are not satisfactory, they shall make immediate alternate arrangements.
- vii) The contractor shall submit the previous month payment receipt duly sugned by the driver along with current month bill.

F) <u>Miscellaneous</u>:

- i) The contractor should be registered with the appropriate authorities, necessary proof(s) of which should be produced prior to the awarding of contract failing which the contract shall not be awarded under any circumstances.
- ii) Parties should be registered/bonafide having a contact phone number (Landline and/or Mobile or E-mail).
- iii) Any deviation with ulterior motive/manipulation of any sort during the tenancy of the contract shall be considered as a breach of contract and the same will be liable for cancellation immediately without any advance notice.
- iv) The charges on account of income tax, other duties and taxes etc. as far operation of this contract is concerned shall be borne by the Contractor. However reimbursement of amounts on account of payment of Service tax, as applicable, will be made to the Contractor after submission of proof of payment of tax including duly incorporating the Service Tax registration number.
- v) Contract may also be terminated by BHEL on serving of an advance notice of one month without assigning any reasons thereof.
- vi) The driver being a semi-skilled category shall be paid as per rates therein of Minimum Wages Act.

9.0 Arbitration:

9.1 All disputes between the contractor and BHEL arising out of or relating to the awarding of contract and its operation shall be referred to the arbitration of person to be nominated by General Manager, Bharat Heavy Electricals Limited, Heavy Equipment Repair Plant (HERP), Varanasi and the decision of the arbitrator shall be final and binding on the parties.

10.0 Jurisdiction:

10.1 All disputes claims or actions arising out of/under or in connection with the contract shall be subject to the exclusive jurisdiction of the courts having jurisdiction over BHEL, Varanasi.

Signature:	
Name:	
Address:	
Contact Phone No(s):	

(To be submitted in a separately sealed envelop)

A) For Supply of A/C Indica Car on lease rental basis for pool duty in BHEL, HERP Varanasi

Vehicle Registration Number, Make & Yr. of Manufacture (*) of Indica - A/C Diesel Car	Monthly Charge for Supply of Indica - A/C Diesel Car	•	Night Halt charges (After midnight) per night
(1)	(inclusive of all taxes& duties) (2)	(3)	(4)

(*) Proposed for being supplied by the Tenderer

Note- For quoting rates for stay beyond 10 Hrs per day and Night Halt, expected hours/ expected Night halt day per month may be taken as 30 hours and 4 days respectively. The expected hours/ days are for CST purpose only. While deciding L1 rates, the lowest rates combining all the charges mentioned at point 2,3 and 4 will be considered.

Above monthly charge are inclusive of all taxes, duties & levies as charged by Govt. from time to time and the total cost of maintenance of the vehicle. The vehicles to be supplied by the undersigned to BHEL should be registered as 'Taxi' with the vehicle registration authorities and vehicle should be insured with Insurance agencies under 'Comprehensive' Insurance' terms.

Signature:	
Name:	
Address:	
-	
-	
Contact Phone No(s):	

B) For supply of Indica Non A/C on lease rental basis for shift duty in BHEL, HERP Varanasi:

Vehicle Registration Number, Make & Yr. of Manufacture (*) of Indica - Non A/C Diesel Car (1)	Monthly Charge for Supply of Indica - Non A/C Diesel Car (Inclusive of all taxes and duties) (2)	
(*) Proposed for being supplied by the Tenderer		
	Signature:	
	Name:	
	Address:	

Contact Phone No(s):

C) For supply of Ambassador Car / Indica / Tata Indigo / Maruti Esteem/Honda City etc. on need basis: a) Category-I

<u>u, u</u>	atcgory-i					
SI.	Vehicle details	Rate for	Rate for	Rates for duty of	Rates for dut	ty beyond 08
No.		duty of 04	duty of 08	04 (Four) Hrs. but	hrs. and / or	90 kms.
		hours	hours	beyond 45 Kms.		
		and/or	and/or	Rate per Km.	Rate	Rate
		45 kms.	90 kms.	(Rs.)	per Km.	per Hour
		(Rs.)	(Rs.)	(5)	(Rs.)	(Rs.)
(1)	(2)	(3)	(4)		(6)	(7)
01	Indica Non A/C					
02	Indica A/C					
03	Tata Indigo /					
	Maruti Esteem					

b)	<u>(</u>	<u>Category-II</u>		
	S.N.	Type of Vehicle	Rate for Minimum 200 K.M. per day	Rate per K.M. for vehicle runing above 200 K.M. per day
	(1)	(2)	(3)	(4)
	01.	Tata Sumo		
	02	Travera/Qualis/		
	03	Innova/Xylo		

04.

Honda City/Ford

icon/SX4

All the vehicles to be supplied to BHEL shall be registered as 'Taxi' with the vehicle registration authorities and all such vehicles insured with Insurance agencies under 'Comprehensive' Insurance' terms.

Signature:	
Name:	
Addiess.	
,	
,	
Contact Phone No(s):	

Rs	(Rupees) per driver per mont
inclusive all tax	es.		
		Signature:	
		Name & Address:	

NO DEVIATION CERTIFICATE

To,

AGM - HR Bharat Heavy Electricals Ltd. Tarna, Shivpur <u>Varanasi</u>

Sub: Quotation For (i) "Supply of AC Indica Car on lease for pool duty;

(ii) Supply of Non AC Indica Car on lease for shift duty;

(iii) Supply of AC/Non AC Indica Car/ Ambassador Car/ /Tata Indigo / Maruti Esteem / Innova / Tata Sumo/Travera / Honda City etc on Hire Basis;

(iv) Booking of Railway and Air tickets and

(v)Providing Driving services in BHEL, HERP, Varanasi."

Ref: Tender No. HR:05:07:42 Date: 28.05.2012

Sir,

This is inform you that we have not taken any deviation from any of the terms and conditions mentioned in the tender documents while quoting the rates for the tender for (i) "Supply of AC Indica Car on lease for pool duty;

(ii) Supply of Non AC Indica Car on lease for shift duty;

(iii) Supply of AC/Non AC Indica Car/ Ambassador Car/ /Tata Indigo / Maruti Esteem / Innova / Tata Sumo/Travera / Honda City etc on Hire Basis;

(iv) Booking of Railway and Air tickets and

(v)Providing Driving services in BHEL, HERP, Varanasi."

All the terms and conditions mentioned in the tender document No HR:05:07:42 dated 28.05.2012 are acceptable to the us.

Thanking you,

Yours Sincerely

Signature seal and address of the party