



**BHARAT HEAVY ELECTRICALS LIMITED**  
**Jagdishpur**

**Tender for hiring of A.C/ Non A.C Vehicles on Rate Contract basis for  
CSU & FP at Jagdishpur, District- Sultanpur (UP)**

**Tender Enquiry No: BHE/CSU/CVL/040/2010**

**CONTENTS**

- SECTION-1: NOTICE INVITING TENDER
- SECTION-2: GENERAL INSTRUCTIONS TO TENDERERS
- SECTION-3: TECHNICAL SPECIFICATION
- SECTION-4: PRICE SCHEDULE

**SECTION -I****NOTICE INVITING TENDER****Tender enquiry No: BHE/CSU/CVL/040/2010**

1. Sealed Tenders are invited in 2 (two) part bid for the following work from reputed contractors who meet the Qualification Requirements.

Nature of work	Earnest money deposit per Vehicle (Rs)	Issue of Tender Documents	Tender submission date & time	Tender opening date & time
Tender for hiring of A.C/ Non A.C Vehicles on Rate Contract basis for CSU & FP at Jagdishpur, District- Sultanpur (UP)	Rs 10,000/- (Rupees ten thousand only )	From 23/08/2010 to 13/09/2010	.Upto 13/09/2010, 14:00 hrs.	<b>Technical Bid:</b> 13/09/2010 at 15:00 Hrs at BHEL,CSU office , Industrial area - Jagdishpur

Cost of Tender Documents: Rs 500/-

2. Address for purchase, submission & opening of Tender:  
**Sh. Arun Kumar Shinde, Officer/HR (CSU& FP)**  
 Bharat Heavy Electricals Limited  
 Jagdishpur Industrial Area  
 Jagdishpur, Distt - Sultanpur (UP)- 227 817  
 Tel: 05361 270057  
 Fax: 05361 270057  
 Email: [shinde@bhelepd.com](mailto:shinde@bhelepd.com)
3. Tender documents may be obtained from the above office by submitting an application and cost of tender documents by DD of Rs. 500/- (five hundred rupees only) in favour of "Bharat Heavy Electricals Limited Jagdishpur" payable at SBI, Industrial Area Jagdishpur, Distt-Sultanpur(U.P).
4. Bidders may also download the tender documents from our website [www.bhel.com](http://www.bhel.com) and use the documents for submission of tender. In such cases, the cost of tender documents shall have to be paid at the time of submission of offer. Payment to be made through DD favouring " Bharat Heavy Electricals Ltd, Jagdisgpur" payable at SBI, Industrial Area Jagdishpur , to be sent along with the offer.
5. Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees ten thousand only) **per Vehicle** i.e. 20,000/- for 2 vehicles and 30,000/- for the complete scope of services should accompany the techno-commercial offer in form

of DD in favour of "Bharat Heavy Electricals Limited, Jagdishpur" payable at SBI, Industrial Area Jagdishpur, Distt- Chhatrapati Sahuji Maharaj Nagar (U.P). Bids/Offer not accompanied with the requisite EMD shall not be entertained. EMD shall be refunded to both successful & unsuccessful bidders after acceptance of order and signing of contract agreement.

6. BHEL takes no responsibility for any delay / loss of documents or correspondence sent by courier or post.
7. The offer is to be submitted in a sealed envelope properly marked .The tender shall be submitted in two parts. The first part shall consist of the techno-commercial offer without price schedule and marked on top of the envelope as "**Technical Bid**" along with tender enquiry no. and due date. The second part shall be the price schedule and marked on top of the envelope as "**Price Bid**" along with tender enquiry no and due date. Each part shall be in a separate sealed envelope. Both the parts shall then be put in a bigger sealed envelope. The tender enquiry no. & due date of opening must be clearly mentioned on top of the envelope.
8. Part-I of the bid will be opened first and scrutinized. Successful bidders in techno-commercial bid Part – I will only be considered for opening of Price Schedule i.e. Part – II. Date of opening of Price Bid will be intimated separately to the tenderers who qualify in the techno-Commercial bid.
9. Offers should be strictly in accordance with the tender specifications & General Instructions to the tenderers enclosed herewith.
10. Only tenderers who have previous experience in the work of the nature and description detailed in this tender specification are expected to quote for this work. Offer from tenderers who do not have proven and established experience in the field as per Annexure NIT – I will not be considered.
11. The tenderers should accept all terms & conditions of the tender unconditionally. In case the tenderer wants to deviate from the tender conditions, such deviations shall be clearly specified in the offer. If no deviations are given in the offer, it will be assumed that the Tenderer accepts all terms and conditions of the tender.
12. Offers with deviations from terms and conditions of the tender are likely to be rejected.
13. Clarifications, if any, of Technical / Commercial nature, can be obtained from the officer to whom the tender is to be submitted.
14. The Tenderers are required to quote one OR more vehicles with rates for all the items of corresponding price bid & no column should be left blank. Tenderers quoting for partial OR complete scope of work (i.e. for 1 or more vehicle) are required to mention clearly on top of the envelope for which vehicle he has quoted and accordingly the EMD may be deposited as earlier stated.
15. Order shall be placed on lowest bidder/ bidders for partial OR complete scope of work/services.
16. Liquidated damages and penalty will be levied by BHEL as per relevant clauses of the Tender on account of delay, violation of contract conditions and non-performance of the contractor.

17. BHEL reserves the right to accept or reject any of the bid / all bids with or without deviation or cancel / withdraw the invitation for bid without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action by BHEL.
18. BHEL reserves the right to reject the tender from any bidder on the basis of unsatisfactory performance of the bidder in any ongoing job or any similar job of BHEL in last five years, or if the bidder has been kept under hold/ blacklisted by BHEL.
19. **Arbitration:** For any dispute OR related matters shall be dealt at Sultanpur jurisdiction only.

For & on behalf of BHEL  
Officer/HR (CSU& FP)

**Annexure NIT – I****QUALIFICATION REQUIREMENTS**

1. The bidder should have at least three (3 Yrs.) years experience in services of similar nature with an average turnover for 3 years ending on 31/03/2010:
  - (a.) For Single Vehicle Only: 2.5 lakhs per annum
  - (b.) For 2 (two) Vehicles Only: 5.0 Lakhs per annum
  - (c.) For Complete (3) scope of work/services: 7.5 Lakhs
2. The bidder should have a minimum of 2 (two) cars of Ambassador/Esteem/ Indica/Indigo/ Qualis/ Bolero DI make or other equal segment cars of model 2008 or later registered as Taxis in the name of company/firm. The vehicles should comply strictly with the provision of pollution control in line with the directions of Supreme Court from time to time and should also comply with statutory regulations issued by State Transport Authorities/Central Govt.
3. Correspondence address and certified documents of permanent address, which is certified by the Village Sarpanch or any competent authority, should be submitted by the contractor at the time of submission of tender document.
4. PAN No. must be enclosed with tender document.
5. The contractor should be registered for Service-Tax payment and Service Tax No. should be mentioned in the techno-commercial bid.
6. The Catalogue must be enclosed by the contractor for the vehicle which is entitled.
7. A copy of all U.P. Permit must be enclosed with tender document.

**SECTION-2****GENERAL INSTRUCTION TO TENDERERS**

1. The contractor shall provide drivers who have adequate knowledge of reading, writing and speaking Hindi and in proper uniform. The drivers deputed for duty should be polite and must possess positive attitude in discharging their duty. The reporting time, place, address etc. should be strictly followed by contractor. Drivers must have the valid professional license and minimum five years driving experience (four wheeler). The copy of license attested by the driver should be submitted with tender document by the contractor.
2. BHEL shall place the order for a period of 2 (Two) years with an option to extend the contract by 2 (Two) more years as per requirement. However BHEL has the right to terminate the contract by giving one month prior notice in case of unsatisfactory services OR without reasons thereof.
3. Tender document must be filled by contractors (Owners) only.
4. The Contractor shall provide TATA Indigo (Diesel)/ AC, TATA Indica (Diesel) non AC & Mahindra Bolero DI car of Model 2010 as per our requirement, complete with self attested copy of all documents such as: - Comprehensive Insurance includes driver, Taxi permit in all U.P, Road-Tax, and Passenger-Tax etc.
5. Contractor (Owner of vehicle) shall not be the driver
6. All expenditure related to maintain the Vehicle such as: - Fuel, repairing, Salary of driver, Tool-Box etc. must be afforded by the contractor himself.
7. Maximum one day leave in one month may be given for Vehicle repairing and vice versa as per BHEL suitability from the second month from the date of Order. Except this the leave will be given on the basis of prior permission/ sanction.
8. Contractor (Owner) has the responsibility to arrange the Vehicle for 24 hours (If deputed driver has completed 12 Hrs of his duty, contractor shall change the driver necessarily). Contractor has the responsibility to arrange the alternative (may be other similar vehicle) when the entitled Vehicle is in break-down condition or on 1 day proposed leave, Otherwise a lump sum recovery of Rs. 1000/- per day, absence shall be deducted on penalty from owner's bill.
9. Vehicles will be inspected time to time by the HR Deptt of CSU& FP; if any discrepancy is found then contractor shall be penalised accordingly.
10. BHEL reserves the right to reject any or all quotations without assigning any reason whatsoever.
11. Bidders must be registered in Sales-Tax Department and U.P. Service-Tax Department.
12. Driver should wear shoes, clean cloths & always attentive & should keep mobile all the time for regular communication.

**SECTION - 3 ( i )**

Tender No: BHE/CSU/CVL/040/2010

Date: 23/08/2010

**Tender Form (Technical Bid) Part - I****HIRING OF TATA Indigo Diesel/ AC Car ( LS )****A) No. of vehicles intended to be placed : One****B) Description of vehicle:-**

- i) Type of vehicle :
- ii) Company:
- iii) No. of seats permitted : .....seats
- iv) Make:
- v) Model:
- vi) Year of purchase & vehicle No:
- vii) New vehicle Showroom condition Yes/No
- viii) Whether all U.P. Taxi permitted Yes/No
- ix) How many KMs. Run till date
- x) Earnest Money Deposited **Rs.10000/-** (DD No. & date ): **(Applicable for running contractor and new contractor both)**
- xi) PAN No. should be furnished:-
- xii) Service Tax registration No:-

**Please note:-**

- i) **TATA Indigo Diesel/ AC Car ( LS )** should possess all U.P. Taxi permit and must also have all documents required by RTO.
- ii) Vehicle will be on normal duty for 12 hrs. in a day i.e. from 7:00 A.M. to 7:00 P.M or 8 A.M to 8.00 P.M. or as per requirement however vehicle will be made available to company for 24 hrs.
- iii) In case the running of vehicle per month is less then 3000 KMs. Then fuel charges for balance KMs. Left shall be deducted on the basis of average quoted & prevailing rate of fuel in the month of vehicle running.
- iv) Particulars of Driver to be attached as per tender notice.
- v) New showroom condition vehicle will be given preference.
- vi) Vehicle delivery schedule: Within 10 days of getting order along with complete papers.
- vii) Proof of servicing should be given from time to time.
- viii) Party shall ensure prior filling of fuel in the vehicle.
- ix) Other terms and conditions laid down on tender notice will be applicable in all cases. The above mentioned terms and conditions are agreed to me.

**Signature.....****Date:  
Place****Name & Seal of the contractor:  
Address:**

**SECTION – 3 ( ii )**

Tender No: BHE/CSU/CVL/040/2010

Date: 23/08/2010

**Tender Form (Technical Bid)/ Part-I****HIRING OF TATA Indica Diesel/ non AC Car ( DLS)****A) No. of vehicles intended to be placed : One****B) Description of vehicle:-**

- i) Type of vehicle :
- ii) Company:
- iii) No. of seats permitted : .....seats
- iv) Make:
- v) Model:
- vi) Year of purchase & vehicle No:
- vii) New vehicle Showroom condition Yes/No
- viii) Whether all U.P. Taxi permitted Yes/No
- ix) How many KMs. Run till date
- x) Earnest Money Deposited **Rs.10000/-** (DD No. & date ): **(Applicable for running contractor and new contractor both)**
- xi) PAN No. should be furnished:-
- xii) Service Tax registration No:-

**Please note:-**

- i) **TATA Indica Diesel/ non AC Car** should possess all U.P. Taxi permit and must also have all documents required by RTO.
- ii) Vehicle will be on normal duty for 12 hrs. in a day i.e. from 7:00 A.M. to 7:00 P.M, or 8 A.M to 8.00 P.M. or as per requirement however vehicle will be made available to company for 24 hrs.
- iii) In case the running of vehicle per month is less then 3000 KMs. Then fuel charges for balance KMs. Left shall be deducted on the basis of average quoted & prevailing rate of fuel in the month of vehicle running.
- iv) Particulars of Driver to be attached as per tender notice.
- v) New showroom condition vehicle will be given preference.
- vi) Vehicle delivery schedule: Within 10 days of getting order along with complete papers.
- vii) Proof of servicing should be given from time to time.
- viii) Party shall ensure prior filling of fuel in the vehicle.
- ix) Other terms and conditions laid down on tender notice will be applicable in all cases. The above mentioned terms and conditions are agreed to me.

**Signature.....****Date:  
Place****Name & Seal of the contractor:  
Address:**



**SECTION – 3 ( iii )**

Tender No: BHE/CSU/CVL/040/2010

Date: 23/08/2010

**Tender Form (Technical Bid)/ Part-I****HIRING OF Mahindra Bolero (DI )****A) No. of vehicles intended to be placed : One****B) Description of vehicle:-**

- i) Type of vehicle :
- ii) Company:
- iii) No. of seats permitted : .....seats
- iv) Make:
- v) Model:
- vi) Year of purchase & vehicle No:
- vii) New vehicle Showroom condition Yes/No
- viii) Whether all U.P. Taxi permitted Yes/No
- ix) How many KMs. Run till date
- x) Earnest Money Deposited **Rs.10000/-** (DD No. & date ): **(Applicable for running contractor and new contractor both)**
- xi) PAN No. should be furnished:-
- xii) Service Tax registration No:-

**Please note:-**

- i) **Mahindra Bolero (DI )** should possess all U.P. Taxi permit and must also have all documents required by RTO.
- ii) Vehicle will be on normal duty for 12 hrs. in a day i.e. from 7:00 A.M. to 7:00 P.M, or 8 A.M to 8.00 P.M. or as per requirement however vehicle will be made available to company for 24 hrs.
- iii) In case the running of vehicle per month is less then 3000 KMs. Then fuel charges for balance KMs. Left shall be deducted on the basis of average quoted & prevailing rate of fuel in the month of vehicle running.
- iv) Particulars of Driver to be attached as per tender notice.
- v) New showroom condition vehicle will be given preference.
- vi) Vehicle delivery schedule: Within 10 days of getting order along with complete papers.
- vii) Proof of servicing should be given from time to time.
- viii) Party shall ensure prior filling of fuel in the vehicle.
- ix) Other terms and conditions laid down on tender notice will be applicable in all cases. The above mentioned terms and conditions are agreed to me.

**Signature.....****Date:  
Place****Name & Seal of the contractor:  
Address:**

**SECTION - 4 ( i )**

Tender No: BHE/CSU/CVL/040/2010

Date: 23/08/2010

**Price Schedule(Price Bid)/ Part-II****HIRING OF TATA Indigo Diesel/ AC Car (LS)****Price may be quoted in the following format**

Up to 3000 KMs. Run/month rate ( Rs. per km)	
Above 3000 KMs. Run/Month rate ( Rs. Per km)	
Average of vehicle km/hr.	
Extra hrs. beyond 12 hours duty	
Night charges (11 pm to 6 am)	

- The cost of fuel based upon average quoted & prevailing rate of Diesel in the month of vehicle running shall be recovered for the part of K.M. not run by BHEL.
- No overtime charges shall be applicable in case night charges are paid.

**Evaluation Criteria**

The evaluation for L1 to L2 will be worked out only on the basis of rates quoted up to 3000 KMs & hrs. daily duty.

Signature.....

**Date:**  
**Place**

**Name & Seal of the contractor:**  
**Address:**

**SECTION – 4 ( ii )**

Tender No:BHE/CSU/CVL/040/2010

Date:23/08/2010

**Price Schedule (Price Bid)/ Part-II****HIRING OF TATA Indica Diesel/ non AC ( DLS)****Price may be quoted in the following format**

Up to 3000 KMs. Run/month rate (Rs. per km)	
Above 3000 KMs. Run/Month rate (Rs. Per km)	
Average of vehicle km/hr.	
Extra hrs. beyond 12 hours duty	
Night charges (11 pm to 6 am)	

- The cost of fuel based upon average quoted & prevailing rate of Diesel in the month of vehicle running shall be recovered for the part of K.M. not run by BHEL
- No overtime charges shall be applicable in case night charges are paid.

**Evaluation Criteria**

The evaluation for L1 to L2 will be worked out only on the basis of rates quoted up to 3000 KMs & hrs. daily duty.

Signature.....

**Date:**  
**Place**

**Name & Seal of the contractor:**  
**Address:**

**SECTION -4 ( iii )**

Tender No:BHE/CSU/CVL/040/2010

Date:23/08/2010

**Price Schedule (Price Bid)/ Part-II****HIRING OF Mahindra Bolero ( DI )****Price may be quoted in the following format**

Up to 3000 KMs. Run/month rate (Rs. per km)	
Above 3000KMs. Run/Month rate (Rs. Per km)	
Average of vehicle km/hr.	
Extra hrs. beyond 12 hours duty	
Night charges (11 pm to 6 am)	

- The cost of fuel based upon average quoted & prevailing rate of Diesel in the month of vehicle running shall be recovered for the part of K.M. not run by BHEL
- No overtime charges shall be applicable in case night charges are paid.

**Evaluation Criteria**

The evaluation for L1 to L2 will be worked out only on the basis of rates quoted up to 3000 KMs & hrs. daily duty.

Signature.....

Date:  
Place

Name & Seal of the contractor:  
Address: