



Tender Enquiry No. : BP/HR- TSX/CF/E- 073

Annexure - A

Bid for hire various types of vehicles on rate contract basis for contingency requirement for three years

Tender Issue Date		04/05/2020
Bid Submission Date & Time	:	On or before 20/05/2020 at 14:00 Hrs.
Technical Bid Opening Date & Time	:	20/05/2020 at 14:00 Hrs.



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General Instruction for the Tour & Taxi Operators/Travel Agencies

1. BHEL intends to hire various types of vehicles on rate contract basis for contingency requirement. The contract will be for a maximum period of 03 years from the date of deployment of vehicles. However, BHEL may extend period of contract further subject to maximum of Three Months on same terms and conditions of depending upon the performance and satisfactory services rendered. Suitable PVC in respect of Petrol/Diesel prices will be incorporated in the contract.
2. Tour & Taxi Operators/Travel Agencies are required to go through instructions carefully and complete all the formalities as required. In the event of furnishing false information/ incomplete information, the offers shall be rejected and no correspondence shall be entertained in this regard.
3. Tour & Taxi Operators/Travel Agencies are required to submit the offer only in two separate parts (i) Technical Bid and (ii) Price Bid. Bids to be mailed as two different files mentioning Techno-commercial and Price Bid separately.
4. Complete information in respect of Technical bid and Price bid are to be submitted in the prescribed proforma as per Annexure – C and Annexure – D respectively. Bidders are also required to ensure that all the columns of Technical Bid and Price Bid are duly filled in.
5. All the entries in Technical Bid and Price Bid should be clearly written in ink or typed and all the corrections are to be duly attested by the tour & taxi operators/ travel agencies.
6. Bidders are required to quote for all the categories compulsorily, failing which their case will not be considered.
7. A sum of Rs.84,357/- (Rupees Eighty Four Thousand Three Hundred Fifty Seven only) shall be deposited as Earnest Money Deposit along with the tender, payable in the form of only Electronic mode in favour of BHEL payable at Bhopal. However In case of non-submission of Earnest Money Deposit along with Technical Bid, the offer is liable to be rejected.

EMD can also be accepted in the form of FDR issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL) (ii) EMD amount in excess of ₹ 2 lakh (instead of ₹ 20 lakh in vogue Works Policy) may also be accepted in the form of BG.

Mode of Deposit:-The EMD may be accepted only in the following forms:-

- (i) Cash deposit as permissible under the extant Income Tax Act (before tender opening)
  - (ii) Electronic Fund Transfer credited in BHEL account (before tender opening)
  - (iii) Banker's cheque / Pay order / demand draft, in favour of BHEL (along with offer)
  - (iv) Fixed Deposit Receipt (FDR) issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act ( FDR should be in the name of the Contractor, a/c BHEL)
8. Tender Fees of Rs.500/-+ GST 12% in favor of "Bharat Heavy Electricals Limited" payable online (procedure mentioned at BHEL webpage).
  9. General Instructions for the bidders
    - a. Tender documents (non-transferable) will be available from 04/05/2020 at BHEL corporate website [www.BHEL.com](http://www.BHEL.com).
    - b. Last date for sale of Tender document is 20/05/2020
    - c. Last date of submission of tender is up to 14:00 Hrs of due date 20/05/2020.



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- d. Two bids of tenders shall be mailed to the TENDER BOX E-MAIL ID – “mmtender.bpl@bhel.in” as two different files mentioning Techno-commercial and Price Bid separately up to 14:00 Hrs of due date. Bids received after the Due Date and Time of opening are liable to be rejected.
  - e. PART-I of tender (EMD, Techno-Commercial Bid) shall be opened on the same date at 14:00 Hrs. Previously the bids were opened in the presence of tenderers and /or their authorized representatives who choose to be present, but due to the present scenario of COVID-19 lockdown limitations the bids need to be submitted online to tender room mail ID and representative presence is not required.
10. The Price Bids of only those offers, which are technically acceptable, shall be opened later. The tour & taxi operators/travel agencies qualifying in Technical bid will be intimated separately for Price bid opening.
  11. All the tenderers are required to furnish a Vendor Performance rating (VPR) certificate as per format at Annexure E from the authority issuing experience certificate. Agencies' dealing with BHEL, VPR certificate from BHEL is needed.

Tender should be addressed to undersigned.

With Regards

For & on behalf of BHEL Bhopal.

Paritosh Kumar Dalei,  
Dy. Manager (HRM),  
Prerna Bhawan,  
Time Office, Digital Surveillance & TSX  
Bharat Heavy Electricals Limited,  
Piplani, BHEL, Bhopal, M.P. - 462022

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