



**Bharat Heavy Electricals Limited**  
**(A Government of India Undertaking)**  
**ELECTRONICS DIVISION**

**P.B.No 2606, Mysore , Bangalore - 560 026**

## **Notice Inviting Tender**

SL	PARTICULARS	DETAILS
1.	TENDER NUMBER	<b>REF:EDN:515:TT:01-VO9</b>
2.	NAME OF WORK	<b>Contract for utilizing Four Tempo Travellers (TTs) on hire basis</b>
3.	CONTRACT PERIOD	<b>Two Years with effect from 1<sup>st</sup> September 2016 (01/09/2016 is tentative)</b>
4.	ESTIMATED VALUE	<b>Rs.57.98 Lakhs + ST [approximately for 2 years]</b>
5.	EARNEST MONEY DEPOSIT	<b>Rs. 1,50,000/-</b>
6.	LAST DATE AND TIME FOR THE SUBMISSION OF DULY FILLED IN TENDER DOCUMENT	<b>5<sup>th</sup> August 2016, up to 1.00PM</b>
7.	PLACE OF SUBMISSION OF TENDER DOCUMENT ALONG WITH EMD & TENDER DOCUMENT CHARGES	<b>“HRM DEPT” Tender Box at Reception Hall of BHEL-EDN, Mysore Road, Bangalore-26</b>
8.	DATE AND TIME FOR TENDER OPENING	<b>5<sup>th</sup> August 2016, at 1.30 PM</b>
9.	SCOPE OF WORK	<b>Refer Tender Document</b>
10.	ELIGIBILITY CRITERIA	<b>Refer Tender Document</b>
11.	GENERAL TERMS & CONDITIONS	<b>Refer Tender Document</b>

Contractor

BHEL

NOTE: The tenderer shall return the duly filled in Tender document after affixing signature on all the pages.

Issue to contractor:

M/s.

Dear Sir,

Sub: Contract for utilizing Four TT on hire basis – Submission of Quotation reg.

BHEL-Electronics Division, Mysore Road, Bangalore intends to enter into a contract for utilizing FOUR TT/Force traveler (12+1 Seater), on hire basis for a period of TWO YEARS with effect from **1<sup>st</sup> September 2016** (01/09/2016 is tentative). The salient points are furnished in the table below followed by complete scope of work and general terms and conditions:

<b>Contract Work</b>	<b>Providing FOUR[4] Tempo traveller on hire basis and slab mentioned at Annexure-PRB</b>	
<b>Contract Period</b>	<b>Two years with effect from 1<sup>st</sup> September, 2016 or the following calendar month from finalization/approval, whichever is later.</b>	
<b>Business Volume</b>	<b>Anticipated volume of business will be around Rs. 57.98 Lakhs [Rupees Fifty Seven Lakhs Ninety Eight Thousand only] + ST approximately for 2 years.</b>	
<b>Tender Particulars</b>	<b>Tender document[TD]</b>	<b>Cost of Tender document is Rs 200/- Quotation is invited in two parts [Document contains Bid in two parts] First Part-Techno-commercial Bid Second Part-Price Bid</b>
	<b>EMD Amount</b>	<b>Rs. 1,50,000/- (Rupees One Lakh &amp; Fifty Thousand only)</b>
	<b>Experience</b>	<b>As per pre-qualification criteria.</b>
	<b>Last Date</b>	<b>5<sup>th</sup> August 2016, Up to 1.00 PM</b>
	<b>Submission</b>	<b>Two parts in 2 separate sealed covers put in to an another sealed cover to be deposited/dropped in Tender Box marked as "HRM Dept." kept in Reception Hall of BHEL-EDN, Mysore Road, Bangalore-26[Near Chord Road Signal]</b>
<b>Security Deposit</b>	<b>Successful Bidder will have to furnish Security Deposit as per Annexure-SCD</b>	
<b>Special Instructions</b>	<b>All Annexures should be in the pro-forma provided/sent by BHEL EDN only. This is essential from the point of providing complete information/Details as required by BHEL and for proper comparison</b>	

Contd....2

## **SCOPE OF WORK AND GENERAL TERMS & CONDITIONS:**

1. The Scope of work involves ferrying BHEL EDN employees from various parts of Bangalore to BHEL-EDN Factory at Mysore Road & from factory to their respective pick-up and dropping points. (It is subject to change based on our requirement). In case we need any additional vehicle as per the slab for ferrying employees, the same should be provided on the same terms & conditions. **The No of Vehicles may be decreased or increased based on our requirements after giving one month notice to the vendor.**

2. BHEL – EDN reserves the right of changing the routes of the various vehicles. **ONE TT/Force traveler with the Driver will be retained at EDN for official use for local trips after the morning trip to factory within the daily working time of BHEL-EDN.** Other vehicles will leave the premises and report back at 3.30 PM (11.30 AM on Saturday) for the evening trip. Choice of which vehicles to be retained at EDN will be the discretion of BHEL EDN. Without authorized permission of BHEL-EDN HR, the designated vehicle should not leave EDN premises.

3. **The vehicles provided must be of 2013 model or later.**

4. **Pre-Qualification CRITERIA for qualifying in the techno commercial bid:**

- a. The bidder should be registered as per rules under relevant law for this activity (Copy of registration certificate to be enclosed) with an established office having Phone Number).
- b. The bidder should be registered for service tax provisions (certificate copy to be enclosed).
- c. Average annual financial turnover during the last three years ending 31<sup>st</sup> March of 2016, should be at least Rs.17.39 lakhs/- [30% of estimated value].
- d. Experience: The Bidder shall have the experience of having successfully completed/executed contract/s of providing TTs on hire basis [contracts] during the last seven years ending 31<sup>st</sup> March 2016, as under:
  - i) 3 completed contract works of providing TTs on hire basis costing not less than the amount equal to 40% of the estimated value i.e., Rs.23.19 lakhs/-.
  - OR
  - ii) 2 completed contract works of providing TTs on hire basis costing not less than the amount equal to 50% of the estimated value i.e., Rs. 28.99 lakhs/-.
  - OR
  - iii) 1 completed contract work of providing TTs on hire basis costing not less than the amount equal to 80% of the estimated value i.e., Rs. 46.38 lakhs/-.
- e. Certificates: Copy of completion certificates indicating the value of the work or copy of the Work Order/Purchase Order indicating the value of the work order along with the satisfactory completion certificates of service from previous employers. If the Bidders have provided services to other BHEL Units, their performance will be taken into account while evaluating their technical capability.

If any bidder is not fulfilling any of the above conditions from a to d, the said Bid will be summarily rejected.

5. The vehicles [2013/2014/2015/2016 model only] are required to report at the designated place of first pick-up point of route fifteen minutes before the commencement time.

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6. The present factory timings are from 07.30 hrs to 16.36 hrs (Monday to Friday) and 07.30 hrs to 12.30 hrs (Saturday). The vehicle should arrive at BHEL EDN at 7.25 AM in the morning and should leave BHEL EDN Gate at 16.45 hours in the evening (Monday to Friday). On Saturday the vehicles should leave BHEL EDN gate at 12.40 hours. In case of any change in timings, the same will be informed to the vendor within ten days' notice.
7. The rate quoted should include the charges towards fuel, wages, permit, insurance, taxes (excluding Service Tax) and maintenance of vehicle, statutory payments etc and subject to price variation clause on increase/decrease of fuel prices, during the contract period.
8. PRICE VARIATION (PVC): The rates finalized will be firm during the contract period. However, in case of change in fuel prices, a change in the rate will be allowed in the following pattern subject to documentary evidence regarding such change. Rates as per PVC will be given effect from 1st day of subsequent month only. (For e.g. if price change has taken place say in the month of July, then PVC rates (based on the latest fuel rate) will be given effect from August month only). The rate for extra hours will remain firm and no change will be admissible on any other account whatsoever. The fuel price at the time of opening of Technical bid will be the base price for PVC clause. The fuel price variation clause is also applicable for extra running KMs. Price variation clause will be applicable only when there is increase/decrease in fuel price (regular diesel price) per Litre to the tune of one rupee or more compared to previously considered rate.

The rates applicable for Price variation (PVC) for is as given below:

Sl. No	Type of Vehicles	Fuel	Mileage per Litre KM	PVC per KM per Rupee increase in fuel charge (in paisa)
1	TempoTraveler - diesel vehicle (Non A/C)	Diesel	8	13

E.g. a) In case, there is increase in fuel price by one Rupee, then, new rate for Tempo Traveller would be calculated as follows. The new rates will be rounded off to nearest rupee. New slab rate for 400 KM in Rs.= Existing rate for 400 KM. + (400KM x 0.13) New rate per extra KM (TT) = Existing rate per extra KM in Rs. + 0.13 b) In case there is decrease in fuel price by one Rupee then, New slab rate for 400 Km(TT) in Rs.= Existing rate for 400 KM in Rs. - (400KM x 0.13) New rate per extra KM = Existing rate per extra KM in Rs. - 0.13

9. The vehicle & drivers wearing uniform should be at our disposal from the commencement of trip and in the premises of BHEL-EDN during the specified hours. [As per slab].
10. The company reserves the right to use the vehicle at its discretion, denial of performing any trip would be viewed seriously and attracts penalty as per clause- 21 irrespective of the reasons. Trip sheet should be maintained by properly recording time, kilometers on daily basis and obtain the signature from the authorized person identified/nominated by us. Contractor will also be responsible for their courteous behavior towards the BHEL Staff in the vehicles. Drivers will strictly adhere to instruction and directions issued by BHEL when the vehicles are on duty and at our command. Strict discipline shall be ensured by contractor. The contractor shall be responsible for behavior of his driver at company premises.

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11. Bill for payment shall be submitted once in a month along with the trip sheets which will be settled in about 30 days period.
12. The Vehicle once reported at our premises for our disposal, will be released only against arrival of the suitable alternate [similar capacity vehicle in good running condition] vehicle at our premises, irrespective of the reasons.
13. The valid records/documents like RC Book, Vehicle permit, Insurance, Driving License of Drivers, Emission certificate etc., should be produced whenever required by us for verification. Vehicles should be in good plying condition and all statutory requirements of RTO, etc., should be complied with.
14. The company reserves the right to terminate the contract if the performance is not satisfactory. Either party shall give a notice of one month to terminate this contract during the currency of the contract period.
15. **The DDs towards the tender document fee of Rs. 200.00 [Rupees two hundred only] to be enclosed along with the tender document.**
16. Bidder shall be responsible for covering their services under all statutory regulations including personal accident insurance etc. BHEL shall not be responsible for any consequences arising on account of any violation of any statutory provisions, rules and regulations by the service provider.
17. The estimated volume of business will be around Rs. 57.98 lakhs + ST (for 2 years).
18. Service Tax rate is as per extant rules & Regulations under the relevant law.
19. The names of your staff/representatives along with their contact numbers who have to be contacted, during exigencies or for necessary clarification have to be furnished.
20. In case of any breakdown of running vehicle, alternate arrangement should be made within half-an-hour to fulfill the contractual terms.
21. Failure to make alternate arrangements will result on levying of Penalty as under:
  - a. If the vehicle is not reported [Breakdown while reaching the first point] at first Pick-Up Point and reaches the factory as required, the penalty is 50% of the daily rate.
  - b. If the vehicle is not available at our disposal for half-a-day and less i.e. half of the specified slab hours & less [tolerance of 15 minutes] the penalty is 75% of the daily rate.
  - c. If the above failure [half-a-day] occurs more than once in a calendar month then the penalty will be 25% of the daily rate in addition to the above penalty, for the second and subsequent failures.
  - d. If the vehicle is not available at our disposal for more than half of slab hours it will be treated as full day and the penalty is 125% of the daily rate, if the above failure [full day] occurs more than once in a calendar month then penalty will be 50 % of the daily rate in addition to the above penalty for the second and subsequent failures.
  - e. If the vehicle is not available after doing part of work during first or second half and no alternate arrangement is made within half-an-hour then penalty will be as per "B & C".
  - f. The vehicle at EDN premises without Driver will attract the above said penalty [B to E].

Contd...5

**22.** It may please be noted that all information along with enclosures those are required under tender document, should be clearly filled-in, if any column is left blank then the bid will be rejected summarily. Any information, wherever the bidder feels important and necessary, the same can be furnished as enclosures only. The offer should be submitted in 2 parts as mentioned below in separate sealed envelopes to be put into a **SINGLE SEALED COVER** super scribed as Enquiry No:515:TT:01-V09 DUE DATE: 5<sup>th</sup> August 2016 addressed to the undersigned containing:

1. Techno-commercial Bid as per Annexure-TCB [FIRST PART] Super scribed as "Techno-commercial Bid" for Enquiry No:EDN:515:TT:01-V09 DUE DATE 5<sup>th</sup> August 2016
2. Price Bid as per Annexure-PRB [SECOND PART], superscribed as "Price Bid" for Enquiry No:EDN:515:TT:01-V09 DUE DATE:5<sup>th</sup> August 2016

The above sealed cover containing tender document has to be dropped in HRM TENDER BOX Kept in the Reception Hall of the BHEL, Electronics Division, Mysore Road, Bangalore-560026 on or before **1 PM of 5<sup>th</sup> August 2016**.

The tender as per annexures should be in bold and legible letters. Corrections if any should be endorsed. All the columns of all annexures should be filled or written as "Not Applicable".

The Tender Box will be opened on **5<sup>th</sup> August 2016 at 1.30 PM**. The interested bidders representatives can be present while opening the Tender Box to know only the number of offers received [acceptance will not be confirmed] Intimation regarding the price bid opening will be sent to such of those bidders whose techno-commercial bids are accepted. No correspondence will be entertained in this regard unless we seek clarification, if any. The Management reserves the right to accept or reject any offer without assigning any reason whatsoever and its decision is final in this regard.

Thanking you,

Yours faithfully,  
For & on behalf of  
Bharat Heavy Electricals Limited

AGM/HR

Encl: a/a

**Annexure-TCB****Quotation for contract of providing Four TTs under mentioned (Annexure-DV/AV) on hire basis to BHEL-EDN**

SI No	PARTICULARS OF INFORMATION	
1	Name and addresses of the registered office with Phone and Fax Nos:	
2	Year of Establishment & Reg No. (Copy of registration certificate to be furnished)	
3	Nature of Organization [Like public sector Co. Public Limited Co. Private Limited Co. Partnership firm, Proprietary Concern, Etc.].	
4	Name/s of Managing/Executive Director or Directors as applicable or Partners or Proprietor with Telephone and Mobile numbers.	
5	Name of the contact person with address, Phone & Mobile Nos.	
6.	<i>No of years of experience in the field of Transport service (proof to be furnished)</i>	
7.	Turnover in Rupees	2013-14: 2014-15: 2015-16:
8.	Service Tax registration Number Copy to be furnished	
9.	Total manpower employed in the firm [Driver and Staff]	
10.	Address of Depot\ Garage	
11.	Vehicle Particulars	Annexure-DV Annexure-AV
	A. Registered in the Name of Bidder B. For attached Vehicles: Engaged from other Co-transporters	
12.	Liability in case of occurrence of any accident while performing the contract	
13.	EMD Particulars. DD/PO No., Date, Bank Name & Branch	
14.	TD DD (Rs. 200/-) Date, Bank Name & Branch	
15.	Enclosed copies of the following	
	1. Registration Certificate	2. Annual Report/P&L A/c of 2013-14, 14-15. & 15-16
	3. Tax registration certificate	4. List of clients & 5. List of branch offices with addresses.

The above information is true and correct to the best of my knowledge and I will take full responsibility for ensuring the smooth and trouble free efficient service by adhering to all terms & conditions laid down in the tender Document.

Date:  
Place:

Signature of the Authorized person with Seal

**Price Bid Annexure-PRB****Quotation For contract of providing vehicles (Tempo Traveller) on hire basis to BHEL-EDN**

Slab Rate			Rate for Extra Service				Service Tax		
SI No	SLAB Range of Kms & Hours	Rate		Rate per extra Km		Rate per extra Hour		At %	
		Rs	Ps	Rs	Ps	Rs	Ps	Rs	Ps
1	Total Charges for 400 Kms. per day for 4 vehicles for morning drop and evening pick up with 1 vehicle retained during working hours in EDN								

**E.g. a) In case, there is increase/decrease in fuel price by one Rupee, then, new rate for Tempo Traveller would be calculated as follows. The new rates will be rounded off to nearest rupee. New slab rate for 400 KM in Rs.= Existing rate for 400 KM in Rs. +/- (400KM x 0.13). New rate per extra KM (TT) = Existing rate per extra KM in Rs. + /- 0.13.**

**Note: Rate of fuel [Normal Diesel-IOC/HP/BP/IBP] per Litre in Rs. as on 05.08.2016 will be taken as base.**

Payment will be made within thirty days from the date of submission of Bill with trip sheets etc. As per BHEL extent Policy the payment can be made through NEFT only.

1. Deduction if any, towards the penalty amount, statutory deduction etc., under the terms of contract can be deducted from the respective monthly Bill apart from any other dues recoverable.
2. Service Tax rate is as per extant rules & Regulations under the relevant law.
3. L1 STATUS to be determined based on the total cost to company [overall basis]. The rate quoted is valid for 90 days from the date of opening tender box, with an exception for price variation clause as mentioned above.

Signature of the Authorized person with Seal

Date:

Place:

**Annexure-EM****Earnest Money Deposit (EMD)**

1. Earnest Money is to be paid by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him. The rate of earnest money deposit shall be as under:

Works costing upto Rs. 2 lakh	:	NIL
Works costing more than Rs. 2 lakh and upto Rs. 5 lakhs	:	Rs . 10,000.00
Works costing more than Rs. 5 lakhs and upto Rs. 10 lakhs	:	Rs. 20,000.00
Works costing more than Rs. 10 lakhs and upto Rs. 20 lakhs	:	Rs. 40,000.00
Works costing more than Rs. 20 lakhs and upto Rs. 30 lakhs	:	Rs. 60,000.00
Works costing more than Rs. 30 lakhs and upto Rs. 50 lakhs	:	Rs. 1,00,000.00
Works costing more than Rs. 50 lakhs and upto Rs. 100 lakhs	:	Rs. 1,50,000.00
Works costing more than Rs. 100 lakhs and upto Rs. 2,00,000/-	:	

One time EMD will also be Rs. 2 lakhs

For SAS jobs & other smaller/routine type of jobs such as maintenance/servicing etc, the maximum value of EMD as well as one time EMD will be Rs. 1,00,000/-

EMD is to be collected in cash (as permissible under Income Tax), Pay Order or Demand Draft only.

2. EMD by the Tenderers will be forfeited as per Tender Documents if;
  - a) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
  - b) The tenderer does not commence the work within the period as per LOI/ Contract. In case the LOI /contract is silent in this regard then within 15 days after award of contract.
3. EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of acceptance of award of work by the successful tenderer.
4. EMD shall not carry any interest.

**Annexure-SCD (SECURITY DEPOSIT)**

1. Security Deposit shall be remitted by the successful tenderer before the commencement of work. The rate of Security Deposit will be as bellow:
  - a. Up to Rs.5.00 Lakhs : 10%[ Rs.1.00 Lakhs]
  - b. Above Rs.10.00 Lakhs : 1.00 Lakhs Plus (+) 7.5% up to Rs.50.00 Lakhs of the amount exceeding Rs.10.00 Lakhs.
  - c. Above Rs.50.00 Lakhs : Rs.4.00 Lakhs Plus(+) 5% of the amount exceeding Rs.50.00 Lakhs.
  
2. Security Deposit may be furnished in any one of the following forms:
  - a) Cash (as permissible under the income Tax Act)
  - b) Pay Order, Demand Draft in favour of BHEL
  - c) Local cheques of the scheduled banks, subject to realization.
  - d) Security available from post offices such as national savings certificates, kisan vikas patras etc. (certificates should be held in the name of contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
  - e) Bank guarantee from scheduled banks/public financial institutions as defined in the companies act. The Bank Guarantee format should have the approval of BHEL.
  - f) Fixed deposit receipt issued by scheduled banks/public financial institutions as defined in the companies act. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.
  - g) Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills. (Note: In case of small value contracts not exceeding Rs.10 Lakhs and all SAS jobs, work can be started before Security Deposit is collected. However, payment can be released only after collection/recovery of initial 50% Security deposit)
  - h) EMD of the successful tenderer can be converted and adjusted against the Security Deposit.
  - i) The Security Deposit shall not carry any interest.

Note: Acceptance of Security Deposit against Sl.No. (d) and (f) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

Security Deposit shall not be refunded to the contractor except in accordance with terms of the contract.

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**Annexure-DV [Details of TTs]**

[Registered in the name of Bidder]

Sl NO	Name in which the vehicle is registered	Vehicle No	Year of mfg.	RC Book No.	Tax Paid receipt No.	Permit No.	Insurance		Last FC done on	
							Type	Policy No		

Signature of the authorized person with seal

Date:

**Annexure-AV [Details of TTs]**

[Engaged by the Bidder belonging to other transport service providers-attached Vehicles]

Sl NO	Name in which the vehicle is registered	Vehicle No	Year of mfg.	RC Book No.	Tax Paid receipt No.	Permit No.	Insurance		Last done on	FC
							Type	Policy No		

Signature of the authorized person with seal

Date: