

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**TENDER REF: BHEL: EPD/MM/ICMTRC/2015-17**

**05/11/2015**

**NOTICE INVITING TENDER (NIT) FOR**  
**ALL INDIA ROAD TRANSPORTATION RATE CONTRACT- BHEL/EPD/MM/ICMTRC/2015-17**

- 1, Scope of work** : **Incoming & other Consignments**  
Transport of materials from various places inside country to BHEL-EPD, Bangalore.
- 2. Approximate quantum Metric Tons** : Incoming **4250 MT** per annum
- 3. Duration of contract** : Two years from the date of award of the contract.
- 4. Earnest Money to accompany the Tender:** Rs.2, 00,000 /-(Rupees Two Lakhs only)
- 5. Tender Fee** : Rs. 1,500/- (Rupees one thousand Five Hundred only)  
  
**Both EMD & Tender fee** in the form of a crossed Demand draft /Pay order, payable at Bangalore, **favouring**  
  
“BHARAT HEAVY ELECTRICALS LIMITED, EPD  
BANGALORE”
- 6. Date of Tender Publishing** : **05.11.2015**
- 7. Last Date for receipt Techno Commercial and Price Bid** : **14.00 Hours on 26.11.2015**
- 8. Date of Opening of Techno-Commercial Offer** : **15.00 Hours on 26.11.2015.**
- 9. Validity of Offers** should be given by Transporters **60 days** from date techno-commercial bid opening.
- 10. Transporters who had participated in our earlier tenders and later backed out after opening of Price Bid, need not apply for this Tender. The Offers of such of those Transporters / Vendors if received will not be entertained or considered and shall stand summarily rejected without assigning any further notice.**

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(B.R.BARKER)  
Manager / MM  
Electro porcelains Division,  
Bharat Heavy Electricals Ltd.,  
Bangalore – 560 012

**BHARAT HEAVY ELECTRICALS LTD.,**  
ELECTROPORCELAINS DIVISION, IISc POST, BANGALORE – 560012  
Tel: 080 22182305, 22182460, 22182219

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Sealed Tenders are hereby invited from established, reliable and financially sound transport carriers having a fleet of vehicles and having an established branch in Bangalore for transportation of consignments for Bharat Heavy Electricals Ltd., Electro porcelains Division, Bangalore to various places in India by engaging suitable transportation vehicles of different categories mentioned in this NIT.

**The scope of contract covers** transportation of all Incoming consignments to BHEL – EPD, Bangalore by suitable transportation vehicles as indicated in this NIT. The contract is for a period of two years from the date of award of contract. The contract may be extended by another 6 ~ 12 months on the same terms and conditions if mutually agreed upon at the end of the contract now tendered.

**The indicative quantum of transportation of consignments to BHEL – EPD, Bangalore from various places in India is approximately per annum is 4250 MT. Material involved is Raw Materials, Refractory items, Insulators etc. (List of major places is furnished along with NIT and it is for information and it is only indicative and however the places may vary depending upon BHEL requirement only. (Annexure)**

Details of the contract are provided in the Tender Document “**BHEL:EPD/MM/ICMTRC/2015-17**”. Bidders are requested to download the Tender Documents from the websites of BHEL – CERAMIC BUSINESS UNIT AT [www.bhelceramics.com](http://www.bhelceramics.com), or BHEL Corporate website at [www.bhel.com](http://www.bhel.com) . It may please be noted that BHEL will not issue or sell any hard copy of the Tender Documents.

Non-refundable Tender Fee of Rs.1500/= (Rupees One thousand five hundred only) by way of Demand Draft in favour of M/s Bharat Heavy Electricals Ltd., Electroporcelains Division payable at Bangalore shall be submitted along with the Tender documents. Earnest Money Deposit (EMD) of **Rs.2,00,000/=** (Rupees Two Lakhs Only) separately by way of Demand Draft in favour of M/s Bharat Heavy Electricals Ltd., Electro porcelains Division payable at Bangalore shall also be submitted along with Tender documents. Non- submission of Tender fee and EMD will render the bids rejected.

The bidders are advised to go through the terms and conditions of the tender schedules carefully before submitting their offers. Bidders are also invited to visit the premises of BHEL – EPD, Bangalore to assess and ascertain the nature of consignments before submitting their offers.

Further, bidders are advised to contact the Manager or SR.DGM of Material Management Department of M/s BHEL – EPD, Bangalore for any clarification in this regard.

The tender enquiry comprises the following documents:

- 1.0 This covering letter of NIT
- 2.0 Qualification Criterion
- 3.0 Techno Commercial Bid comprising of :
- 3.1 Instructions to Tenderers

3.2 General Terms and Conditions of Contract

3.3 Special Terms of the contract and specific guidelines

- 4.0 Tender Evaluation Criterion
- 5.0 Annexure Proforma

Bidders may please note that this NIT is only a request for offer for All India Road Transportation Contract and not the contract itself.

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**SCHEDULE OF EVENTS AND IMPORTANT DATES:**

1. **Notification of Tender in press: 05.11.2015.**
2. **Downloading of Tender Documents from websites : 05.11.2015**
3. **Last date of submission of completed tender documents at the Tender Box placed in the Reception of BHEL – EPD, Bangalore: 26<sup>th</sup> November, 2015 ( 14.00 Hours)**
4. **Opening of the Techno-Commercial Bids: 26<sup>th</sup>.Nov 2015, 15-00 Hours onwards.**

**2.0 QUALIFICATION CRITERION**

**2.1 ESTABLISHED ORGANISATION:** The interested bidders shall be an established Transport Carrier with following credentials:

1. In case of Single Ownership / Proprietorship establishment, relevant documentary proof such as Auditors Letter / Company Registration Documents etc., for proof of Ownership / Proprietorship shall be enclosed
2. In case of a Company, relevant extracts of AOA and /or MOA and /or copies of Board resolution, evidencing the authority of person executing power of attorney or signing the quotation, should be furnished.
3. In case the Bidder is a Partnership Firm, the Firm shall be registered under Partnership Act, a copy of the Partnership Deed and/or a copy of the Power of Attorney attested by a Public Notary shall accompany the Tender. Unregistered Partnership Firms will not be considered.
4. BHEL will not be bound by any other Power of Attorney granted or the change in the composition of the firm made, subsequent to the execution of the Contract agreement. They may however recognize such Power of Attorney or change in status after obtaining legal advice and the cost involved in that connection shall be chargeable to the Bidder concerned.
5. In case of other types of establishment, copy of relevant documents such as a proof of registration (Certification of Incorporation, Partnership Deed, Demerger Document, as applicable etc. duly signed by competent authorities) shall be enclosed

**2.2 FINANCIAL SOUNDNESS:** The Transport Contractor shall be financially sound and should have a minimum of an Average Annual Turnover of Rs.100 Crores (Rupees One Hundred Crores Only) in the last 3 financial years. The following credentials shall be submitted as a proof of fulfilling the financial soundness:

- a) **BALANCE SHEET:** Average annual turnover (in the transportation field - with respect to freight revenue only) for last two financial years 2012-13 and 2013-14 shall be a **minimum Rs.75 Crores**. Audited balance sheet and profit and loss account/Income statement should be submitted along with the offer for 2012-13 and 2013-14. The Balance Sheet / Annual Report shall be duly audited / certified by a Practitioner/Chartered Accountant registered with Institute of Chartered Accountants of India. The auditor's certificate should bear valid membership number of the Chartered Accountant.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- b. **PROFIT LOSS ACCOUNT:** The Bidder / Company should have been made profit in all these three years. The average annual profit shall be of minimum **Rs.10/- Lakhs** (Taxable Profit as per IT Return). The Carrier should also furnish Form 26AS Tax Credit Statement in support of IT Return. Profit & Loss Account for 2 Years i.e. 2012-13 and 2013-14 duly audited / certified by a Practitioner/Chartered Accountant registered with Institute of Chartered Accountants of India shall be enclosed. The auditor's certificate should bear valid membership number of the Chartered Accountant.
- c. **INCOME TAX:** Copy of Income Tax Clearance Certificate/SARAL or proof having submitted the returns for Last 2 assessment years i.e. 2012-13 and 2013-14 duly attested by Notary shall be enclosed.

**2.3 IBA RECOMMENDATION:** The Tenderer should have an **IBA** recommendation valid on the date of opening of Tender and shall also ensure that the same is valid throughout the currency of the Contract. Copy of currently valid IBA Certificate shall be enclosed duly attested by Notary

- a. If a Transporter is not found to be IBA approved at any time during the Contract period or fails to submit valid IBA approval extension within one month of expiry of validity, the loading of business on them will be stopped immediately and the Contract with him shall ultimately be terminated.
- b. In case identical rates are quoted by more than one Bidder, the ranking & selection of required number of Transporters will be on the basis of seniority of registration with IBA i.e. the senior Carrier will be given first preference.

**2.4 MANDATORY BRANCH OFFICE:** Definition of the Branch: An established office of the contractor with a Land line phone / Cell Phone, an appointed person to be contacted and available all the time, during office hours.

- a. Bidders must have their branch at **Bangalore**, in addition the contractor to have a minimum of **12** branches at all major state capitals / cities. Further, they need to have a minimum of **30** branch offices / representative offices at other regions of the country.
- b. These mandatory branch offices shall be in operation within the entire tenure of the Contract

**2.5 EXPERIENCE:** Bidders should have the experience in the field of Road Transportation of Raw materials & Industrial goods.

- a. The documentary proof of having experience as above shall be enclosed along with Tender. The proof must be the copies of work order with work/job/service completion certificates for the transportation done on or after 01.04.2010, duly signed by the agency who has engaged the Transporter.
- b. In case participating bidders are already working with other units of BHEL against AIRTC, they may provide the copy of the current contract entered into with the BHEL unit.

**2.6 INSTRUCTION TO TENDERERS**

3.1.1 The tender is processed in **two parts** viz.

Part A: **Techno Commercial bid.**

Part B: **Price Bid.**

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**Part A** of the tender form which is the Techno Commercial bid along with duly filled Annexures Tender Fee, Earnest Money Deposit (EMD) and other enclosures such as documents for qualifying requirements as per Clause 2.0, branch list, Copy of IBA certificate, commercial terms, Integrity pact etc., must be submitted in one sealed envelope super scribed with **Tender Reference: TENDER REF: BHEL:EPD/MM/ICMTRC/2015-17** and written clearly as **“Techno Commercial Bid”**.

**Part B** of the tender in the prescribed **Proforma– II** which should contain **only the price bid** must be submitted in another separate sealed envelope super scribed with **Tender Reference: TENDER REF: BHEL:EPD/MM/ICMTRC/2015-17** and written clearly as **“Price bid”**

- 3.1.2 **Both separately sealed Techno commercial bid and Price bid must be put in a single envelope super scribed with tender reference No. “TENDER REF: BHEL:EPD/MM/ICMTRC/2015-17” and must be dropped in the tender box after identifying the box kept in the Reception Hall of BHEL – EPD, Bangalore 560012 (Near main gate i.e. Opposite to Indian Institute of Science) within**
- 3.1.3 Specified date and time by the representative of the tenderer. Late offers and quotes through e-mail / fax/ courier etc., will not be considered.
- 3.1.4 The Techno commercial bid should also contain a **Un-priced price schedule** form duly signed for which the price offer has been submitted.
- 3.1.5 Tender forms shall be downloaded from the website [www.bhelceramics.com](http://www.bhelceramics.com), and [www.bhel.com](http://www.bhel.com). Tender form fee of Rs.1500/- (Rupees one thousand five hundred only) is to be paid along-with the Techno-Commercial bid by way of a Demand Draft in the name M/s Bharat Heavy Electricals Ltd., Electro porcelains Division payable at Bangalore.
- 3.1.6 Any amendments or extensions to the tender will be intimated and put on websites only as indicated above.
- 3.1.7 All entries in a tender document should be in one ink. Corrections, over writings, cuttings, etc. are not permitted. All the columns in the tender form should be filled without leaving blank in any page of the tender and **all the pages must be duly signed & official seal affixed by the tenderer.**
- 3.1.8 The bidders are requested to submit the bids duly double punched on the left middle of the papers, and tied with file tag. Bidders are also advised strictly **not to** submit the bids with spiral binding & hard book binding, as it will hamper the speedy evaluation of the offers.
- 3.1.9 **Last date/time for receipt of Tender:** The completed Tenders shall reach on or before **14:00 Hrs. on 26.11.2015 at BHEL, EPD Reception office**. It is in the interest of bidders to ensure that the Tenders reach in time. BHEL is not responsible for any postal delay. The Bidders are required to ensure that their bids reach BHEL, EPD, Bangalore Reception Office before 14-00 Hours on 18.11.2014, late offers will not be considered under any circumstances.
- 3.1.10 **Last date/time for opening of Tender:** Sealed covers so received will be opened at **Tender Room or other designated hall** on the same day i.e., **on 26.11.2015 at 15:00 Hrs.** in the presence of the Bidders or their Authorized Representatives who may wish to witness the same. Initially only the Techno Commercial bids will be opened on the above due date. The technical evaluation will be made by the Tender Committee appointed by BHEL. Only the price bids of the technically qualified Bidders will be opened for further course of action. The date / time of Price Bid opening will be communicated to the technically qualified Bidders separately at a later date.
- 3.1.11 **Witnessing the Tender opening:** The representative of the Bidder, who chooses to witness the Tender opening, may have to produce the Authorization Letter, as per the enclosed **Proforma-III**, before opening of the Tender. The representatives without Authorization Letter in the prescribed

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

format will not be allowed to participate in the Tender. Only one representative from one Bidder will be allowed to participate in the Tender opening.

- 3.1.12 **TENDER FEE: Tender Fee of Rs 1,500/-** (Rupees One Thousand Five Hundred only) (in total) by way of Demand Draft shall be furnished by the Tenderer for quoting against this Tender. The Demand Draft, in the form of A/c Payee, shall be drawn from any Nationalized Bank in favour of **“Bharat Heavy Electricals Limited, EPD, Bangalore”**, payable at Bangalore shall be enclosed along with the Techno-Commercial Bid document.
- 3.1.13 **EARNEST MONEY DEPOSIT – EMD: One time Earnest Money Deposit - EMD of Rs.2, 00,000/-** (Rupees Two Lakhs only) by way of Demand Draft shall be furnished by the Tenderer. The Demand Draft, in the form of A/c Payee, shall be drawn from any Nationalized Bank in favour of **“Bharat Heavy Electricals Limited, EPD, Bangalore”**, payable at Bangalore and shall be enclosed along with the Techno-Commercial Bid document. The EMD of successful bidder may be adjusted with the Security Deposit payable by them. The EMD of all un-successful bidders will be refund within 15 days of acceptance of offers and commencement of work by successful bidders.
- 3.1.14 **AFFIDAVIT** : Bidders shall furnish an undertaking, for the following as per the **(Proforma-III)** in the form of an affidavit on non-judicial stamp paper valued Rs.100/- and duly notarized stating that the contractors' are
- Not presently put on hold, suspended, de-listed, banned or black listed by any of the BHEL units.
  - Not been booked by CBI and/or indicted by a court of law in any criminal case relating to transportation during last 5 years.
  - Should one or more partners/directors/proprietors of the Bidder firm have a relation or relations are employed in BHEL, the authority inviting Tender should be informed of the fact in the offer & concealing this information, & if found by BHEL, BHEL shall cancel the Contract & the bidder has to forfeit EMD/SD forthwith.
  - No Sister Concern of the Carrier participating in this Tender and / or Partners / Board of Directors or any official is connected / has any official binding / business share with any of the other Carriers participating in this Tender, will be allowed to participate in this Tender. Also in a group of companies, only one Company is allowed to participate in this Tender. If found otherwise BHEL will reject the offers of such Carriers. (For detailed explanation of this clause refer the **“General Terms and Conditions – i.e. : Prohibition of submitting multiple bids”** in this NIT document).
  - All Scope, Terms, Conditions, annexures, technical / operational requirements of BHEL read, fully understood, accepted without any deviation and then submitted offer unconditionally.
  - In case it comes to notice of BHEL during the finalization of Tender, after placement of Contract and while executing the Contract, the Contractor is found to have given incomplete, false, incorrect, suppressed information & data, forged documents, fake documents / certificates, fake RTA Certificates or any information prejudicial to BHEL's interest, such Carriers will be immediately suspended at any stage and their EMD, Security Deposit / Bank Guarantee will be forfeited. In addition, if this is found during finalization of Tender, such Carrier's offer will be rejected outrightly and they will be barred from participation in any future Tenders of any of the BHEL units and wide circulation of this information will be put in BHEL websites, IBA websites and other means of communications. If such acts are found after placement of Contract, the Contract will be terminated and severe / appropriate action against such Carriers under the provisions

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

of BHEL's procedure for Suspension of Business Dealings with Suppliers / Contractors, will be taken.

**3.1.15 Quoting and Signing the Tender :** The bidders are instructed to carefully read the terms and conditions of the Tender and submit the tenders, the following are few of the points that shall be duly considered :

- a. While quoting their rates, the Bidders are advised to take into account the likely expenditure, taxes whatsoever, etc., excluding Service Tax and Octroi which are incidental for transit and in deploying the vehicles during the operation of Transport Contract for TWO years from the date of award of Contract.
- b. The rates quoted in the schedules are applicable for the distances involved from the place of booking i.e., from supplier/consignee to BHEL-EPD, Bangalore the destination.
- c. All entries in Tender documents shall be clearly written in one ink or typed. All the corrections/cancellations/ insertions, if any, shall be duly attested by the Bidders concerned.
- d. **Rates should be quoted as per the Price Bid. Rates quoted in any other form will not be accepted and will be rejected.**
- e. The rates shall be quoted only in the schedule attached, both in words and figures. Wherever there is a difference between the words and figures, amounts indicated in words only shall be considered as correct.
- f. The Bidder shall fill in all the required particulars of the Tender documents and also sign on each and every page of the Tender documents (Techno - Commercial Bid, Price Bids, Terms & Conditions etc.,) before submitting their Tenders.
- g. In case the Bidder is a Partnership Firm under Partnership Act, the Tender shall be signed by all the Partners of the firm or by the Managing Partner who have authorized to do so or by a person holding the Power of Attorney on behalf of the Partnership Firm.
- h. Should a Bidder find discrepancies or omissions in the Tender documents or should there any doubt as to their meaning, he should at once address the authority inviting the Tender, for clarification well before the due date, so as to submit his Tender in time. (No extension of time shall be given for submission of the Tender on any account)
- i. Conditional and late Tenders, Tenders which are incomplete or otherwise considered defective with respect to Tender conditions and Tenders not in accordance with the Tender conditions herein contained and the Tenders not in original shall be rejected, outright, at any point of time during the tender processing.
- j. **Bidders to note that while quoting the prices in price bid, they should quote for all the items. Selective quoting for only few of the vehicle categories is not acceptable. Bids with selective quotation will not be considered for evaluation and hence rejected, even if they are techno-commercially qualified.**
- k. During the course of finalization, if the prices offered by L1 Bidders are found to be unrealistic, unworkable with respect to BHEL's PCR, BHEL's estimate, Price Index as published by Office of the Economic Adviser- Ministry of Commerce, General Market rate prevailing, rates obtained by other BHEL Units for similar scope of AITRC, and also such act of the Carrier appear to be intentionally done with a view to sabotage/vitiate BHEL Tendering process and force BHEL to refloat the Tender, then BHEL will exercise their right to reject the offer of / remove such L1 Bidders, application wise from the respective list of Carriers and finalize the Tender with other Carriers responded & place Contract accordingly. In such case, BHEL will also demand the break up cost element for such rates

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

from the Carriers with appropriate documentary evidence and if not submitted it will be construed that they offered the rates with an ulterior motive to sabotage BHEL Tender process/ tamper Tendering procedure, affecting ordering process. In such cases, BHEL will exercise their right to take appropriate action in line with the procedure /guidelines on suspension of Business dealings with Suppliers/ Contractors. Hence the bidders are to exercise abundant care in submitting their offer with genuinely

- l. If a Bidder deliberately gives wrong information in his Tender or creates conditions favorable for the acceptance of his Tender, BHEL will reject such tender at any stage and take very severe action as per BHEL procedure/ guidelines/ practices.
- m. Words imparting singular number shall be deemed to include plural number and vice-versa where the context so requires.
- n. Canvassing in any form, in connection with the Tender is strictly prohibited and such Tenders are bound to be rejected. All information furnished is taken to be authentic by the Bidder for evaluation of Tender priorities. Should any information found to be incorrect subsequently, at any point of time, the Tender/ Contract shall be rejected / terminated and the EMD / SD shall be forfeited and take very severe action as per BHEL procedure/ guidelines/ practices.
- o. Should a Bidder's or a Contractor's or in the case of a firm or company of Contractors/any of its shareholder's or shareholder's relative is employed in BHEL, the authority inviting the Tenders shall be informed in writing of this fact at the time of submission of the Tender, failing which the Tender may be disqualified, or if such fact subsequently comes to light, the Contract may be cancelled.
- p. The Tender schedule and the total Tender terms and Conditions shall be deemed to form an integral part of the Contract to be entered into for this work.
- q. Incase BHEL find/ notice that Carriers join together, form cartel, or influence others / new Carriers to submit offers in their favor, then BHEL will exercise their right to take severe action against such Carriers including legal action & permanent blacklisting / banning of such Carriers for BHEL's Business
- r. All the required documents shall be filled in the same serial order as per the format/column of the "Techno- Commercial bid". All the pages shall be serially numbered on the right hand side top corner. Page numbers of the concerned documents also shall be filled in "Techno- Commercial bid" in the boxes provided. All the pages of tender documents are to be duly signed and stamped by the bidder.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**3.2.0 GENERAL TERMS AND CONDITIONS OF THE CONTRACT:**

**3.2.1 Definitions**

In these General Conditions of Contract, the following terms shall have the meaning hereby assigned to them, except where the context otherwise requires:-

- a. The **"Contract"** means, the documents forming the Tender and acceptance thereof, together with all the documents referred to therein including general and special conditions to Contract, Work Order and subsequent amendments issued to the successful bidders in line with the NIT Terms and Conditions and the contract agreement entered into mutually with BHEL - EPD. All these documents as applicable taken together shall be deemed to form one Contract and shall be complementary to one another.
- b. The **"work"** means, the work described in the Tender documents and in individual work-orders as may be issued from time to time to the Contractor by the Officer In charge within the power conferred upon him including all notified or additional items of works and obligations to be carried out as required for the performance of Contract.
- c. The **"Contractor"** means, the individual Firm or Company whether incorporated or not, undertaking the work and shall include their legal representatives of such individuals or the persons composing the firm or Company or the successors of the firm or company and the permitted assigns of such individual or firm or Company.
- d. **"The Officer-in charge"** means, the Officer deputed by the Competent Authority by BHEL-EPD, to supervise the work or part of the work.
- e. **"Approved" and "Directed"** means, the approval or direction of Competent Authority of BHEL-EPD, or person deputed by him for the particular purposes.
- f. **"BHARAT HEAVY ELECTRICALS LIMITED"** (herein after referred to as BHEL) shall mean the Board of Directors, Chairman, Executive Director, General Manager or other Administrative Officer of the said Company including any other Competent Authority authorized to invite Tenders and enter into Contract for works on behalf of the Company.
- g. **"ELECTROPORCELAINS DIVISION"** (hereinafter referred to as EPD) shall mean one of the division of BHEL having its works at Malleshwaram, Bangalore
- h. The **"Contract sum"** means, the sum accepted or the sum calculated in accordance with the prices accepted in Tender and / or the Contract rates as payable to the Contractor for the execution of the work during the currency of the Contract.

**3.2.2 GENERAL CONDITIONS:**

The heading to these conditions shall not affect the interpretations thereof.

**Work to be carried out:** Transport of **Incoming Consignments** from various places inside country to Bangalore.

- a. The Contract shall, include apart from the transportation of incoming goods to BHEL – EPD, Bangalore from various locations in India as per the schedule described in section 3.3 Special Terms of the contract and specific guidelines. The Contractor is deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters affecting the execution of the work. No extra charges consequent on any misunderstanding in these respects or otherwise will be allowed.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- b. **Deviations:** The Contractor shall not carry out any work not covered by schedule except in pursuance of the written instructions of Competent Authority, no such work shall be valid unless the same has been specifically confirmed and accepted by BHEL in writing and incorporated in the Contract.
- c. **Assignment of Transfer of Contract:** The Contractor shall not without the prior written approval of the BHEL, assign or transfer the Contract or any part thereof, or any share, or interest thereon to any other persons. No sum of money which may become payable under the Contract shall be payable to any person, other than the Contractor unless the prior written approval of the BHEL to the assignment or transfer of such money is given. The Contractor shall not sub-let any portion of the Contract without the prior written approval of the BHEL.
- d. **Orders Under The Contract:** All orders, notices etc. to be given under the Contract shall be in writing, type-script or printed and if sent by registered post to the address given in the Tender of the Contract, shall be deemed to have been served on the date, when in the ordinary course they would have been delivered to him. The Contractor shall carry out without delay all orders given to him.
- e. **Contract Supervision:** The Contractor shall either himself supervise the execution of the Contract or shall appoint a competent agent acceptable to the BHEL, to act in his stead. Orders given to the Contractor's agent shall be considered to have the same force as if they have been given to the Contractor himself. The Contractor or his accredited agent shall attend when required without making any claim for doing so, either the office of Shipping or the OFFICER-INCHARGE, to receive instructions. The Contract awarding authority shall have full powers and without assigning any reason, require the Contractor to immediately cease to employ in connection with this Contract, any agent, servant or employee where continued employment is, in his opinion undesirable. The Contractor shall not be allowed any compensation on this account.
- f. **Precautions against Risk:** The Contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from any and all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the said purpose.
- g. **Damage & Loss to Private Property & Injury to Workmen:** The Contractor shall at his own expense reinstate and make good to the satisfaction of the Competent Authority of BHEL, and pay compensation for any injury, loss or damage occurred to any property or rights whatever including property and rights of BHEL (or agents) servants or employee of BHEL, the injury loss or damage arising out of or in any way in connection with the execution or purported execution of the Contract and further the Contractor shall indemnify, the BHEL against all claims enforceable against BHEL (or any agent, servant or employee of BHEL) or which would be so enforceable against BHEL where BHEL is a private person, in respect of any such injury (including injury resulting in death) loss or damage to any person whomsoever or property including all claims which may arise under the Workmen's Compensation Act or otherwise.
- h. **Laws Governing The Contract:** The Contract shall be governed by all the applicable Indian Laws for the work being carried out by the contractor and in force.
- i. **Cancellation of Contract For Corrupt Acts:** BHEL, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued shall accrue thereafter to BHEL cancel the Contract in any of the following cases and the Contractor shall be liable to make payment to BHEL for any loss or damage resulting from any such cancellation to the same extent as provided in the case of cancellation for default. If the Contractor shall:-
  - Offer or give or agree to give to any person in BHEL service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for borne to-do any act, in relation to the obtaining or execution of this or any other Contract for BHEL service,

OR

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- Enter in to a Contract with BHEL in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to BHEL.

OR

- Obtain or trying to obtain the Contract with BHEL by way of ring Tendering or cartel formation or by way of any other means of non-bona-fide methods of competitive bidding.

**j. Cancellation of Contract for Insolvency Assignment of Transfer Or Sub-Letting Of Contract:**

BHEL, without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to BHEL shall cancel the Contract in any of the following cases:

**k. If the Contractor,**

- Being an individual or if a firm any partner thereof shall at any time be adjudged bankrupt or have a receiving order for administration of his estate, made against him or shall take any proceedings for liquidation or composition under any bankruptcy Act or assignment of his effects of composition or arrangement for the benefit of his creditors or purport to do so, or if any application made under any Bankruptcy Act for the time being in force for the sequestration of his estate or if a trust deed be granted by him on behalf of his creditors

OR

- Being a Company, shall pass a resolution or the Court shall make an order for the liquidation of its affairs, or a receiver or Manager on-behalf of the debenture holders shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or Manager,

OR

- Assigns, Transfers, Sub-lets or attempts to assign, transfer or sub-let any portion of the work without the prior written approval of the BHEL.

**l. Cancellation of Contract In Part or Full For Contractor's Default: If the Contractor:**

- Makes default in carrying out the work as directed and continues in that state after a reasonable notice from Competent Authority of BHEL, or his authorized representative;
- Fails to comply with any of the Terms and Conditions of the Contract or after reasonable notice in writing with orders properly issued there under;

m. BHEL, may without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to BHEL CANCEL the Contract as whole or in part thereof or only such work order or items of work in default from the Contract.

n. Whenever BHEL exercise the authority to cancel the Contract under such above conditions, BHEL may have the work done by any means at the Contractor's risks and expenses provided always that in the event of the cost of the work so done (as certified by Competent Authority of BHEL which is final and conclusive) being less than the Contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the Contract, the Contractor shall either pay the excess amount ordered by Competent Authority of BHEL, or BHEL shall move by appropriate methods for recovery of the same from the Contractor.

o. In case the BHEL carries-out the work under the provisions of this condition the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and/or labour provided

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

by the BHEL with an addition of such percentage to cover superintendence and establishment charges as may be decided by the Competent Authority of BHEL, whose decision shall be final and conclusive.

- p. **Termination of Contract on Death of Contractor.** : Without prejudice to any of the rights or remedies under this Contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated BHEL shall have the option of terminating the Contract without compensation to the Contractor.
- q. **Special Power to Termination:** If at any time after the award of Contract, BHEL shall for any reason whatsoever not require whole or any part of the work to be carried out the Competent Authority of BHEL, shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the fore-closing of the work.
- r. **Submission of Bills by Contractor:** The Contractor shall submit bills for the work done separately for each consignment in triplicate along with the original and a photocopy of the discharged goods consignment note duly acknowledged by the consignee. The bills may be bunched and submitted periodically, preferably every fortnight and clarifications sought if any shall be provided without undue delays to enable BHEL to process the bills on time.
- s. **Payment of Bills:** BHEL will make payment to the contractor periodically after due verification of the bills submitted within reasonable time and as per prevailing standards within one month. All payments to be made to the Contractor shall be done only through NEFT (National Electronic Fund Transfer / RTGS (Real Time Gross Settlement). Wherever applicable and as a special case as accepted decided by BHEL, payments can be made to the Contractor by ""A/C PAYEE CHEQUE ONLY"". No other forms or mode of payment is made by BHEL.
- t. **Recovery from Contractor:** Whenever under the Contract, any sum of money, shall be recoverable from or payable by the Contractors, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the Contract or under any other Contract with BHEL or from his Security Deposit or he shall pay the claim on demand.
- u. **Post Audit of Work and Bills:** BHEL will have the right to carry out the post-payment Audit and technical examination of the work and final bill including all supporting vouchers, abstracts etc., and enforce recovery of any sum becoming due as a result thereof in the manner provided in the presiding sub-paragraphs. However no such recovery shall be enforced after three years of passing the final bill.
- v. **Force Majeure Clause:** If, at any time during the continuance of this Contract the performance in whole or in part by either party of any obligations under this Contract shall be prevented or delayed by reason of any war, hostile acts of the public enemy, civil commotion, epidemics or Acts of God (such as floods, storm/cyclone, hurricane, earth quake or other such natural calamities) then provided notice of happening of any such event is given by either party to other within reasonable time but not later than 15 days of occurrence thereof neither party shall by reason of such event be entitled to terminate this Contract nor shall either party have any claim for damages against the other in respect of such non-performance and delay in performance under the Contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If the performance in whole or part of any obligation under this Contract is prevented or delayed by reason of any such event, claims for extension of time shall be granted for periods considered reasonable by the Competent Authority of BHEL subject to prompt notification by the Contractor.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- w. **Signing of Contract and abiding by it :** Successful bidders whose tender is accepted for awarding the contract shall enter into a contract at his cost on a valid Non-Judicial stamp paper of value not less than Rs.100/- (Rupees one hundred only) as per the **Proforma-III** provided within 15 days from the date of issue of Contract. The contractor shall also inform all their branches of the Terms and Conditions of this contract under intimation to BHEL – EPD, Bangalore to ensure strict compliance with the provisions of the Contract. Each Contract document shall be signed by the Contractor with his usual signature. Contracts by a Company shall be signed with the name of the Company by a person authorized in this behalf. Contract by limited concerns, partnership firms, proprietary concerns, owned by Hindu Joint Family firm or other forms of ownership, may be signed in the FIRM'S name by one of the Partners or the Karta or Manager as the case may be or by any other duly authorized representative followed by the name and designation of the persons so signing. A power of attorney or other satisfactory proof showing that the persons signing the Contract documents on behalf of the contractor is duly authorized to do so, shall accompany the Contract.
- x. **Compliance to regulations and by-laws:** The Contractor shall confirm to the provisions of any statute relating to the work and regulations and Bye-Laws of any local authority. The Contractor shall be bound to give all notices required by statute regulations or By-Laws as aforesaid and to pay all fees and taxes payable to any authority in respect thereof.
- y. **Statutory Requirements:**
- All statutory requirements under Minimum Wages Act 1948, Factories Act 1948, Workmen Compensation Act 1923, Employees Provident Fund and Miscellaneous Provisions Act, 1952, Payment of Gratuity Act 1972, Employee State Insurance Act 1948, Contract Labour(R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act, Service Tax Act and all other applicable Acts shall be complied with by the Contractor.
  - Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.
  - Contractor shall indemnify BHEL against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.
  - Contractor wherever applicable shall maintain proper records prescribed by the concerned statutory authorities and provide a copy of the same to BHEL.
  - Contractor shall furnish proper returns to the concerned statutory authorities and provide a copy of the same to BHEL.
- z. **Registers & Records:** The Contractor shall maintain all registers and records in the proper manner and as required by the regulations of the various authorities concerned and indemnify BHEL from the consequences due to any inaccurate or faulty documentation on the part of the Contractor.
- aa. **Remote Transactions:** The Contractor shall agree to and comply with all reasonable terms and conditions as BHEL may prescribe from time to time and shall confirm that all transactions effected by or through facilities for conducting remote transactions including the Internet, World Wide Web, electronic data interchange, call centres, tele-service operations (whether voice, video, data or combination thereof) or by means of electronic, computer, automated machines network or through other means of telecommunication established by BHEL shall constitute legally binding and valid transactions when done.
- bb. **Change In Constitution Of Firm:** Changes in constitution of contractors' firm whenever it is made after submission of application or during currency of the Contract, the existing firm has to duly inform the proposed changes to BHEL at the appropriate time before the changes in the constitution are made. In case the absence of any such information BHEL is not responsible for the consequences arising out of the absence or suppression of information and the issue / dispute arising out of these changes and the firm is responsible for settling the issue or dispute

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

among themselves (Partners etc.) or with the bankers or with any other third party. Under the above circumstances when dispute arises and the firm does not inform the change in the constitution of the firm BHEL may reserve its rights for suspending or terminating the Contract.

**cc. SECURITY DEPOSIT**

The successful Tenderers shall furnish Security Deposit in any one of the following modes within 15 days from the date of issue of Letter of Intent/Award. The Security Deposit shall be furnished by the successful Tenderers before the commencement of work by them. The security deposit shall not carry any interest. The security deposit payable from the successful contractors is as follows:

Sl No.	Total Contract Value	Security Deposit Amount
01	UptoRs. 10.00 Lakhs	10 % of the Total Freight Value
02	Above Rs.10.00 Lakhs and upto Rs.50.00 Lakhs	Rs.1.00 Lakh + 7.5 % of the freight amount exceeding Rs. 10.00 Lakhs
03	Above Rs.50.00 Lakhs	Rs.4.00 Lakh + 5.0 % of the freight amount exceeding Rs. 50.00 Lakhs

**Mode of Remittance of Security Deposit**

- Cash (as permissible under the Income Tax Act)
- Pay Order, Demand Draft in favor of BHEL.
- Local cheques of scheduled banks, subject to realization.
- Securities 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 favor of BHEL and discharged on the back).
- Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- 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.
- 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.
- EMD of the successful tenderer can be adjusted against the security deposit
- Acceptance of Security Deposit as above will be subject to hypothecation or endorsement on the documents in favor of BHEL. However, BHEL shall not be liable or responsible in any manner for the collection of interest or renewal of the Documents or in any other matter connection therewith.

**dd. Refund of Security Deposit:** The security deposit shall be refunded after successful completion of the Contract as per agreement and subject to deduction of any amount due to BHEL.

- Security deposit shall not be refunded to the Contractor except in accordance with the terms of the Contract.

Important Note:-

(a) The Bidders must ensure their compliance with all the eligibility criteria mentioned in this NIT. Noncompliance of any one of the eligibility criteria will lead to total rejection of the offers

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

submitted by the Bidders, who are not complying with the eligibility criteria, in full. BHEL in no way be responsible for the rejection of bidders for noncompliance to eligibility criteria.

(b) All the supporting documents enclosed shall be duly attested.

(c) All the information furnished / supporting documents enclosed by the Bidders are taken to be authentic for evaluation of Tender. If any information furnished / supporting documents attached are found to be incorrect / fraudulent / forged subsequently, at any later date or during the tenure of the Contract, suitable action viz., delisting, termination of the Contract, legal action etc., will be initiated against such Carriers as deemed fit.

**ee. Prohibition of submitting multiple bids:** Submission of multiple bids with different companies' names with same or related ownership is prohibited. While submission of bids, the bidder shall disclose the following by way of a notarized affidavit cum undertaking executed on a non-judicial stamp paper of Rs.100/= (Rupees One Hundred Only) as per Proforma – III.

- a. Details of its group concerns or affiliates etc., who are also engaged in transportation business.
- b. Details / Particulars of Partners / Proprietors / Directors of bidder / such group concerns or affiliates etc., including the details of DIN numbers (in case of Directors) and PAN number (in case of Partners / Proprietors) duly supported by self-attested copies of relevant documents.
- c. Confirm that none of its Group concerns or affiliates etc., appear on the list of banner firms / companies by BHEL (list available on [www.bhel.com](http://www.bhel.com) tender notifications page) nor any of the Director / Partner / Proprietor of bidder / such group concern or affiliate etc., are involved with such firm / company.
- d. Confirm that other than the bidder, none of its Group concerns or affiliates etc., are participating in the tender either directly or indirectly through any other agency under same Proprietor / common Partner(s) / common Director(s).
- e. BHEL may reject the bid or in case the contract has been awarded, then terminate the contract apart from taking any other suitable action under the contract or applicable legal provisions or BHEL guidelines, including Guidelines for Suspension of Business Dealings, without any liability for any compensation to the Bidder if
  - i. BHEL discovers at any time that any statement made by the Bidder in the affidavit cum undertaking is false, fraudulent or
  - ii. Any document submitted by the Bidder was fake or forged
  - iii. Or if BHEL determines in its sole discretion that any statement was aimed at deliberately misleading BHEL with a view to ensure award of the subject contract to the Bidder.

**Non-submission of the affidavit or omitting / modifying the contents of the proforma given for the above purpose will render the bid non-complying and will be summarily rejected.**

### **3.3 SPECIAL TERMS OF THE CONTRACT AND SPECIFIC GUIDELINES**

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**3.3.1 SCOPE OF WORK**

The scope of contract covers transportation of all Incoming consignments from various places in India to BHEL – EPD, Bangalore & from anywhere to anywhere in India by suitable transportation vehicles as indicated in this NIT. The contract is for a period of two years from the date of award of contract. The contract may be extended by another 6 ~ 12 months on the same terms and conditions if mutually agreed upon at the end of the contract now tendered.

The indicative quantum of transportation for Incoming contract to BHEL – EPD, Bangalore from various places in India is approximately per annum is as follows:

**The indicative quantum of transportation of consignments to BHEL – EPD, Bangalore from various places in India is approximately per annum is 4250 MT. Material involved is Raw Materials, Refractory items, & special Insulators etc. (List of major places is furnished along with NIT and it is for information and it is only indicative and however the places may vary depending upon BHEL requirement only. (Annexure)**

**3.3.2 TENURE OF CONTRACT**

- a. The Transport Contract is **valid for 2 (two) years from the date of award of Contract** by BHEL, EPD, Bangalore.
- b. The consignments, including self-consignments booked within the Contract period fall within the scope of the Contract, irrespective of the date of delivery and surrendering of the consignee copies of the LR / GRs.
- c. Extension of Contract: One or more extensions of the Contract may be done with mutual agreement between BHEL, EPD, Bangalore and the approved Transporters, subject to a maximum extension period of 12 months. Such agreements shall be based on acceptance of the lowest rates and terms & conditions of the Contract.

**3.3.3 TYPE/ CATEGORIES OF VEHICLE REQUIRED:**

- a. It is the sole responsibility of the Transporter to place and transport the BHEL consignments in specific carrying capacity of vehicles. BHEL will indicate and raise the vehicle indent for a particular type of vehicle to suit the weight/dimensions of the consignment. All BHEL consignments shall be transported only in fully insured vehicles. Any damage due to wrong deployment of vehicles is to the Transporter's account.
- b. The Contractors shall at their own expense maintain the said vehicles in good condition and shall duly apply for and obtain all Licenses, Permits, TREM Card (wherever applicable), etc., necessary under the rules, in force and promptly pay all registration, License or other fees and all Taxes payable in respect of the said vehicles. The Contractors shall also appoint and provide at their own cost for each vehicle a driver, assistant and other staff as may be necessary. The original RC Book and Driving License shall be produced for verification to BHEL officials for efficient execution of the contract.
- c. In a closed body category vehicle, higher capacity vehicle can also be placed against the demand given for lower capacity vehicle. However in such cases the freight payment will be made as per the demanded vehicle type only. In this case, transshipment en-route is not permitted & consignment should be delivered only in the same vehicle loaded. This system can also be adopted for open Body vehicle categories accordingly.
- d. BHEL prefer their consignment, being carried in the Contractors' own vehicles. If carried in a hired or third party vehicle, the Contractor should ensure that the party is a reputed one,

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

with well-maintained vehicles and having all valid permits / documents. Should any dispute arise in their deal, it would be viewed with disfavor. In any case, only the contractor will be solely responsible for the safe delivery of BHEL consignments without prejudice or any other rights or remedy, to proceed against the Contractor.

- e. If a consignment falling within a particular consignment category, but practically / technically not feasible to load on that particular category, which requires another or higher category of vehicle, can be transported through alternate / higher consignment category with due certification obtained from approved authorities of BHEL. In such cases the freight bills will be paid as per the freight rates of the alternate / higher consignment category utilized.
- f. Based on the type of goods and its transportation carried out on all India basis and considering the load distribution of the various products to be shipped, BHEL – EPD has identified the following type or categories of vehicles to be deployed by contractors.

SI No	Category of Vehicle / Consignment	Type of Vehicle	Weight Capacity Carrying	Remarks
1	PL – Part Load Consignments	Not Applicable	Not Applicable. Total weight put together either in one single or a set of bags or packing. shall not exceed 2.5 MT.	Material type may vary as per requirement.
2	LCV – Light Commercial Vehicle	Mini Truck, Tempo Van, Mini Van etc.	3.00 to 3.50 MT's	Ceramic Raw Materials, Cement(generally bagged materials), Refectory items(packed in boxes)& Special Insulators(packed in crates)
3	HCV – Heavy Commercial Vehicle (7.5)	Lorry, truck, rigid vehicle etc.	7.00 to 8.00 MT	
4	HCV – Heavy Commercial Vehicle (9.0)		8.01 to 9.00 MT	
5	HCV – Heavy Commercial Vehicle (16.0)	Truck, Taurus, rigid vehicle etc.,	15.0 TO 16.0 MT	
6	HCV – Heavy Commercial Vehicle (21.0)		20.0 TO 21.0 MT	

### 3.3.4 DISTANCE SLAB

The vehicle type / categories of indicated are required for various destinations in India. Considering the various distance for the destinations and facilitate competitive and efficient arrangement of transport, the destinations are divided into 3 slabs as given below. Bidders have to submit offers for all the three slabs separately.

- a. Distance Slab I - Upto 500 Kms.
- b. Distance Slab II - 501 to 1000 Kms
- c. Distance Slab III - Above 1001 Kms

Minimum admissible Distance: If in case the distance of transportation of the consignment to the given destination is too short the following is applicable:

In the first distance slab of “up to 500 Kms”, the minimum chargeable distance would be 200 (Two Hundred Only) kilometres. In other words even if the distance is less than 200Kms, freight will be paid for 200Kms in this slab.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**3.3.5 FULL LOAD & VOLUMETRIC LOADING**

- a. **Full Load:** Full load means the vehicle is loaded with full weight carrying capacity of the vehicle. (i.e. passing capacity of the vehicle as per RC Book)
- b. **Full Load Certification:** Full load certification means, despatches made in case of availability of load / formation of load / technical reasons, urgency for dispatch / Customer Priority / Site preference / any other reason where the vehicle is partially loaded but paid on full load basis. Full Load Certification” has to be given by the Concerned Officials in the loading point and the Certification must be countersigned by Head of the Department.
- c. **Volumetric Load:** Volumetric load means the consignment occupies the vehicle by volume i.e. it is not practically possible to load the vehicle due to the size, nature and type of material / consignment.
- d. **Volume Load Certification:** If the vehicle cannot be loaded to the full weight carrying capacity of the vehicle due to the nature of the consignment and it occupies full volume of the vehicle. This is technically acceptable and to be certified by the Executive of Shipping section.

**3.3.6 Transport Load Distribution:** For having a practical and workable base of transportation contractors, BHEL, EPD Bangalore will distribute the total available quantum of work to **4 (Four)** transporters. The division of load among the four transporters will be done as follows:

- a. 4 (Four) transporters will be selected from the list of accepted tenders techno-commercially and financially in the order of merit from L1 to L4.
- b. Overall L-1 transporter will be offered a price by BHEL, if the L-1 price is reasonable and justifiable w.r.t. to BHEL estimates the same will be offered. If the L-1 price is more than the estimates, the L-1 bidder will be called for negotiation and the lowest prices are arrived at. On acceptance after negotiation with L-1, the same will be offered to others in the order of their standing in price bid. Only on acceptance of this offered price (without further negotiation) the other bidders will be considered for awarding the contract. If the original L-2 bidder refuses to accept the L-1 price, it will be offered to the next in the order of merit till a total of four contractors are shortlisted.
- c. The division of work among the five transporters to be awarded the contract is given in the table below. BHEL may consider to the extent practically possible following percentage of work load per annum, subject to the transporter placing vehicles as required by BHEL from time to time. The final selected four bidders are called the ‘approved contractors’.

BIDDER	Share of Load
L1 - Original	50 %
L2 – Subject to accepting L1 price	25 %
L3 – Subject to accepting L1 price	15 %
L4 – Subject to accepting L1 price	10 %

- d. While dividing the load distribution of work as above, if tenderers other than L1 are not accepting the L1 offered price, the onus of accepting the entire load rests with L1 bidder. Similarly, if sufficient numbers of bidders (i.e., 3 numbers) are not willing to accept L1 offer, then the total

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

load will be redistributed among the number of accepting contractors at the discretion of BHEL-EPD, Bangalore.

**3.3.7 TRANSIT TIME AND PENALTY FOR DELAYED DELIVERY**

- a. BHEL attaches very great importance to the timely delivery of the consignment and hence delivery should be affected without any delay. Hence penalties for delayed deliveries of consignments are levied as under.
- b. Date of dispatch of consignments from the loading point and the date of reporting of vehicle at the unloading point will be excluded from the transit time.
- c. Cases where Road Permit / Online Road permit is required, delivery time shall be reckoned from the date of issuance of valid Road Permit / Online permit to the Carriers.
- d. For determining the number of days for delivery, for the leftover distance which is below the KMs fixed per day, one additional day will be counted
- e. In case the due date of delivery falls on Sunday/Public holiday, next working day will be treated as due date of delivery.
- f. Transit Time for Consignment of various categories is generally considered as 300 kms per day.
- g. Grace Period : For various operational considerations a grace period as follow will be provided
  - Up to 700KMs: 1 Day
  - 701 to 1500KMs: 2 Day
  - Above 1500KMs: 3 Days
- h. Penalty for Full Loads : 2 % of freight per Week subject to maximum of 50%
- i. Penalty for Part Loads : 2 % of freight per Week subject to maximum of 50%
- j. In case of delayed delivery, the grace time also will be taken in to account for calculating the penalty amount.
- k. Waiver of Penalty for delayed delivery: Wherever there is a late delivery, penalty will be levied. However in case of exceptional situations where the BHEL Official not less than AGM of the user Department ( Purchase), shall, based on the representation received from the Transporter on case to case basis, upon verifying the proof of major breakdown beyond the purview of the Transporter, waive off the penalty.
- l. Force majeure condition like cyclone, washout of roads, bridges, civil commotion and other aspects of the clause for all categories. Mechanical failure of the vehicle is not considered as force majeure

**3.3.8 PENALTY FOR NON PLACEMENT OF VEHICLES:-**

- a. **Transporter / Contractors shall give utmost importance for placement of vehicles as and when requested by BHEL. The vehicle request will be in the form of e-mail and will be generally issued on the evening of the day for the next working day. The vehicles will have to be placed by the Transporter within stipulated period, a maximum of 48Hrs is considered as reasonable time for placement of vehicles.**
- b. For non-placement of vehicles within stipulated period the penalty will be imposed and deducted from the bills of the Transporter who have not placed the vehicles. A penalty of Rs.500/- (Rupees five hundred only) per vehicle per day is levied till the vehicle is provided. The penalty is subject to a maximum of Rs.5000/- (Rupees five thousand only) and will be deducted from the transporters running bill or security deposit.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- c. If all the contractors in the approved list fail to provide the vehicles even after levying of penalty, the consignment will be offered to other transporters who were techno-commercially qualified in this tender for consignment in waiting for price bid only. The L1 bidder among them will be offered the work for shipment of the consignment at the offered L1 price. The difference in price between the approved rate and the offered bid will be deducted from the running bills or from the security deposit of the approved transporters / contractors in proportion to the share of load.
- d. In case of default / delay in assigned work completion, BHEL reserves the right to make alternate arrangement at Contractor's risk and cost to get the work completed through other agencies. The actual cost (freight charges) incurred along with the departmental charges @15% will be recovered from the bidder / transporter.
- e. The default of the approved contractors will be reviewed periodically, more than three defaults in a quarter is considered serious and will be intimated about non-performance in writing. Failure on the part of the contractors to review and improve the situation may render BHEL to take necessary action including termination of the contract and forfeiture of security deposit. No appeal will be entertained in this regard.

**3.3.9 DETENTION CHARGES AT LOADING & UNLOADING POINTS**

- a. Detention charges shall be paid extra if the vehicles are not loaded and unloaded in time.
- b. Date of reporting of vehicle at loading point and the date of release of vehicle with load at loading point security gate will be excluded for payment of detention charges at loading point.
- c. Date of reporting of vehicle at unloading point with load and the date of release of vehicle at unloading point security gate after unloading will be excluded for payment of detention charges at unloading point.
- d. Detention charges will be paid as follows:-

	Detention Charges per Day till consignment is lifted/unloaded			
	Up to 5 Days	06 to 10 Days	11 to 20 Days	Beyond 21 Days
Consign. Category - 1 & 2	Rs.500	Rs.600	Rs.700	Rs.1000
Consign. Category - 3 & 4	Rs.800	Rs.900	Rs.1000	Rs.1250
Consign. Category - 5 & 6	Rs.1000	Rs.1100	Rs.1250	Rs.1500

**Detention charges will be restricted to maximum for 30 days including detention at loading & unloading point**

- At loading point the vehicles have to report before 2-00 PM on the day of loading and register at concerned official of supplier/consigner.
- Consigner/supplier shall provide the load within 24 Hours from the time of reporting and release the vehicle.
- If the vehicle reports before 2-00 PM and the vehicle is not provided with load within 24 Hours from the time of reporting and has to stay at BHEL till the load is provided, detention charges as applicable can be claimed by the contractor.
- At unloading point, the vehicle is expected to be released after unloading of the material within 24 hours (1 day). If the consignee is not able to arrange for unloading the material within 1 day, detention charges can be levied by the contractor.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- For the purpose of claim, the contractor has to raise the detention charges along with the bill of transportation on case to case to basis and provide appropriate documentation justifying the claim.
- Detention at Site shall be paid based on the signature and official seal of any personnel at site. In case official seal is not provided by the certifying person at site or further clarity and confirmation is required, certification by Head Material Management / end user is required for payment of detention charges. It is the responsibility of the transport Carrier to obtain the required Gate Entries/Endorsements in G.C. with time & date from other areas such as Shipping / Stores/ Sites etc. to enable BHEL to effect the detention payment. Without this detention claim payment cannot be paid.
- However, no detention charges will be payable if the vehicles report on Sundays & General Holidays.

**3.3.10 TRANSHIPMENT AND PENALTY**

a. Transshipment of goods / consignments is generally not acceptable enroute. However, the scope of contract covers transportation of all Incoming consignments to BHEL – EPD, Bangalore by suitable transportation vehicles as indicated in this NIT. The contract is for a period of two years from the date of award of contract. The contract may be extended by another 6 ~ 12 months on the same terms and conditions if mutually agreed upon at the end of the contract now tendered.

**The indicative quantum of transportation of consignments to BHEL – EPD, Bangalore from various places in India is approximately per annum is 4250 MT. Material involved is Raw Materials, Refractory items, Insulators etc.(List of major places is furnished along with NIT and it is for information and it is only indicative and however the places may vary depending upon BHEL requirement only. (Annexure)**

- b. Transshipment in the enroute is allowed under exceptional circumstances such as major mechanical breakdown of the vehicle requiring extended detention of vehicle, damage to vehicle due to road accident or other natural calamities, or other such reasons beyond the control of the driver / transporter. Transshipment shall be done in such cases with due intimation to BHEL, EPD and obtaining prior permission. In such cases, delay penalty will not be waived in case of transshipment of the consignment enroute. Either delay penalty waiver or transshipment penalty waiver can be claimed by the Carriers.
- c. If consignments are transshipped without prior permission a token penalty of 10 % of the freight amount involved, will be levied.

**3.3.11 LOADING AND UNLOADING**

Loading of the goods is the responsibility of consigner/supplier at their loading point and unloading consignee BHEL- EPD, Bangalore for unloading of materials.

**3.3.12 RISK PURCHASE:** In the event of any successful Tenderer / approved contractor, after award of LOA / Contract fail to fulfill any of the Tender Terms & Conditions / Contract obligations, explicitly expressed or implied, including non-lifting of consignments as per contract / Contract agreement, BHEL will exercise their right to arrange for dispatch of those consignments through alternate Transport Carriers, within the enlisted band of Carriers of any Consignment Category of AITRC. If required the technically qualified Carriers against this Tender irrespective of their availability in AITRC can also be considered for this purpose. For this purpose, the modes operandi will be as follows:-

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- a. BHEL will address by mail to all the enlisted Carriers in the AITRC in all the categories, except the defaulted Carriers, and call for a price bid alone for the schedules required giving only three days “time from the date of mail”. The L1 rate obtained by this way for the schedules, if acceptable to BHEL will be counter offered to other Carriers, who have submitted the price bid and limit the acceptance of counter offer as required for liquidation of the lot. While calling for the price bid, the details of the lot to be liquidated by dispatch will be indicated.
- b. The additional expenditure / difference in Cost, if any, including consequential cost shall be recovered from the defaulted Carriers of the schedule in AITRC
- c. The recovery from the Carriers will be in line with the load distribution pattern of the Contract.
- d. The decision of BHEL with regard to arriving at the total cost of recovery from the Carriers shall be final and binding on the Carriers.

**3.3.13 TRANSIT CONDITIONS TRAFFIC REGULATIONS & REQUIREMENTS:**

- a. The Transporters will operate their vehicles entirely at their own risk and BHEL shall not be held responsible for any damage to the vehicle while on the company's/customer's work or when parked in or around the Supplier/company's/ customer's or any other premises.
- b. The Transporters will make their own arrangements for proper parking of their vehicles overnight/ during detention in Supplier's/customer's premises.
- c. The Transporters will ensure that all vehicles used for the transportation of consignments under transportation rate contracts are covered by a comprehensive insurance policy. Under no circumstance shall the company be liable to compensate them for any loss or damage that may because to the vehicles while engaged in the discharge of the Transporter's obligations under this contract.
- d. It shall be the responsibility of the Transporter to provide at his cost trained and licensed personnel for running the vehicles.
- e. The Transporter shall ensure placing vehicles of suitable category, capacity (i.e. size and load) and quality. Overloading of the vehicles will not be permitted under whatsoever may be the reasons /conditions. Proper loading and lashing of the consignments in most secured manner shall be done keeping in view extant government regulations and constraints en-route for safe transportation of consignments and its delivery to destination. Transporters shall make aware concerned drivers/staff about the danger related to transportation of hazardous/ODC lifting, handling and tilting of such consignments. Transporters shall ensure that Motor Vehicle Act 1989 and Motor Vehicles Rules (as amended up to date) is strictly followed as applicable. Vehicles must carry up to date fitness, road permit, insurance and related documents/ certificates.
- f. All drivers/concerned staff related to the transportation activities under this rate contract should be well aware about material safety, data sheet etc. and well conversant with the environmental impact arising from the specified activities pertaining to use of fuels, lube oils, its spillage and disposal of various harmful items used in automotive vehicles.
- g. Transporters shall follow all necessary instructions relating to ISO-14001 and ISO-18001 obligations for environmental safety and occupational Health Safety
- h. ROUTE PERMIT/NATIONAL PERMIT/CLEARANCE: The Transporter shall arrange required permits from RTO or other concerned authorities and ensure compliance of any other legal and statutory formalities connected with the transportation of goods at his cost. BHEL doesn't take any responsibility in this regard.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- i. The Transporter shall get permission from Govt. of India, Ministry of Road Transport & Highways or from State Govt. (s) or from local bodies necessitating such requirement relating to Motor Vehicles Act. The Transporter will produce such approved documents requiring scrutiny accordingly, before the consignment is loaded.
- j. PROTECTION/SAFETY OF CONSIGNMENT DURING TRANSIT: To ensure safe transit, the consignment loading shall be done by BHEL in its warehouse(s). The Transporter shall ensure placement of vehicles of good and roadworthy conditions having all welded structures and joints of vehicle chassis in sound condition. That good quality lashing ropes in sufficient numbers, length and diameters and other items required to accompany the vehicle so as to securely lash the consignment as per lashing scheme to be provided /explained by BHEL unit to ensure its safer transit in the same condition and same vehicle. Whenever explicitly mentioned by BHEL; the same should be got certified by BHEL authority.
- k. To protect the consignments from rains, wind and moisture in warranting situations, Transporters shall ensure proper covering to the consignments with tarpaulin or other covering materials.
- l. Compliance of all the safety precautions and other instructions required in road transportation e.g., red flags/lamps; pilot, escort etc. as may be required shall be the responsibility of the Transporter.
- m. Complaints of unsatisfactory packing or lashing will not be entertained after the vehicle has departed from the loading point.
- n. SAFETY OF CONSIGNMENT: The Transporter shall be solely responsible for the safe custody of the consignments from the time the documents are handed over to him until the consignments are delivered at the destination, duly obtaining acknowledgement of delivery. Any failure in this regard shall be viewed seriously and BHEL shall be free to take deterrent/penal action on the Transporter concerned e.g. Suspension of business forthwith and future business dealings by BHEL and recovery of all losses suffered by BHEL from the Transporter.
- o. The Transporter will indemnify BHEL against any loss, damage, breakage, shortage and pilferage of any materials while in his custody.
- p. Even, in cases where the Transporter does not have his branch office or delivery points, all consignments shall be accepted for transportation and deliver at such points.
- q. Transporter shall auction no material belonging to BHEL where customer/ consignee have defaulted in taking delivery for various reasons. The Transporter will give notice under registered post to BHEL and ask for instruction in the matter. The local manager of the Transporter concerned should follow up these cases with the consignee at one end and consignor at the other end. Where all measures have exhausted and still the consignment is held by the Transporter for a period of three months or more, material shall be rebooked to the Consignor, on freight "To Pay" but no demurrage payable basis without waiting for instructions. In such cases, liability for to & fro freight will rest with BHEL.

**3.3.14 - STATUTORY OBLIGATIONS OF TRANSPORTER:** The Transporter will observe and comply with the requirements of the Minimum Wages Act and all other Industrial & Labour legislation for the time being in force or that may hereafter be brought into force, governing the relationship between the employer and the employee.

- a. The Transporter shall indemnify BHEL against all claims, payments and losses that the company may have to make or suffer on account thereof. The Transporter shall whenever required to do so by the company or Govt. officials authorized under law, produce for

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

inspection all forms, register and other papers required to be maintained under the various statutes.

- b. The Transporter shall accept liability for compensation in accordance with the provision of the Indian Worker's Compensation Act 1923 read with Employees State Insurance Act 1948, amendments thereafter and or other law for the time being in force for personal injury caused to any workmen by accident arising out of and in the course of this contract. Should the company be held liable for any loss, damage or compensation to third parties arising from or in relation to transport operations done by the Transporters; the Transporters shall reimburse such loss, damage or compensation to the company together with the costs incurred by the company on any legal proceedings pertaining thereto.
- c. Employer Interests: Contractor shall watch and safeguard BHEL's interests during the performance of the work. The Contractor shall carefully check each consignment with the relevant despatch documents to ensure correctness of each despatch and each delivery.
- d. Lien of Consignments: The Contractor shall have no 'lien' of any kind over the consignments entrusted for transportation. Any dispute with the Contractor and the consignees shall be settled on negotiations but under no circumstances, delivery of the materials shall be withheld by the Contractor.
- e. Octroi and Other Duties: All charges on account of Octroi terminal or Sales Tax and or other Duties on materials obtained for the work shall be borne by the Contractor.
- f. JOURNEY MANAGEMENT: The Bidder shall have modernized system for tracking and informing status of the movement of vehicles to / from BHEL on a routine basis. Transporter will provide mobile phone in working condition with trucks and Trailers in order to have communication with the vehicle driver and shall e-mail/phone status of items to BHEL on daily basis. Transporter should confirm their acceptance to interact with BHEL through Web/Internet on matters such as confirmation of placement of vehicles, delivery of consignment etc., through existing systems and also those introduced by BHEL during the Contract period. Notwithstanding the above, BHEL will exercise their right to accept or reject any particular offer or part of the offer or part of any particular schedule without assigning any reasons thereof.
- g. MOTOR VEHICLE ACT: As per the Motor Vehicle Act with the latest amendments/notifications there to, overloading of the vehicles will not be allowed over and above the designated carrying capacity as per the registered document. The Transporter should carry the consignment complying with the applicable provisions of the relevant Motor Vehicle Act/State Act. No payment on account of violation of Motor Vehicle Act/State Act shall be payable. If any of the issues has not been dealt specifically in any schedule then the same will be decided in line with the provisions of other schedules/terms and conditions dealing with the same issue.

**3.3.15 - ROUTE AND DISTANCE**

- a. **ROUTE:** All consignments should be transported through the shortest route established / declared by BHEL and freight payment will be restricted to the same.
- b. Where adoption of longer route becomes necessary for avoiding disturbed / riots prone or flood affected areas, the same shall be determined with reference to the areas to be passed through and weight and dimension of the consignment on case to case basis and such routes will be fixed by BHEL user agency and authorized.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- c. **DISTANCE:** The distance between two places for freight payment will be determined by the shortest route arrived at with reference to Road Map of INDIA published by SURVEY OF INDIA and Motoring Guide (latest edition).
- d. BHEL will have the right to update / alter existing distance comparing Road MAP of India time to time during the tenure of Contract.
- e. **ROUTE, SURVEY, PERMIT ETC. :** It is the responsibility of the Carrier to have made a prior survey of the route through which the subject consignment has to be transported and ensure the technical feasibility of the consignment to be safely carried in that route by conducting route survey where ever necessary including documentation formalities.
- f. In respect of ODC consignment, the Transport Carrier shall obtain prior permission from the statutory authorities concerned or transporting the consignment en route. All the expenses for obtaining permission till delivery of the consignment to the Consignee location will be to the account of Transport Carrier. The Carrier shall take care of all formalities/clearances from various authorities like RAILWAYS, POST & TELEGRAPH, ELECTRICITY BOARDS, MUNICIPALITIES, PANCHAYATS, PUBLICWORKS DEPT., HIGHWAYS, FOREST IRRIGATION, POLICE, and REGIONAL TRANSPORT OFFICES etc. for speedy transportation.
- g. The Transporter shall clear while transporting any obstructions as may arise with the permission of the authorities involved. All expenses incurred in this connection have to be borne by them. Further any damage to Private / Public Property arises in the course of transportation by the Carrier's vehicle /consignment, the Carrier alone shall be liable for its indemnification. The provision of a pilot before the main vehicle, if required / advised by BHEL would also be at Carrier's cost. If any diversion of route becomes necessary en-route for operational reasons, no extra mileage will be allowed more than the standard distance as given / approved by BHEL. All risk & cost etc., incurred in this process of diversion / circuitous route taken, shall be wholly be borne by Carrier only.

**3.3.16 DIESEL PRICE VARIATION CLAUSE :: INCREASE / DECREASE IN FREIGHT CHARGES:** Freight charges under schedule A2 to A13 only will be increased or decreased in line with increase or decrease in diesel prices at the rate of 0.3 Paise (zero point three paise) per Metric Tonne per Kilometer for every 10 paise (Ten paise) increase or decrease over diesel prices as on date of opening of Technical & Commercial bid. Retail selling price at Bangalore, as notified by Indian Oil Corporation Ltd., Bangalore, shall be the basis for calculation. There will be no revision in rates of schedule during the tenure of the contract under any circumstances. Revision of rates will be made on minimum variation of Rs.1/- litre.

For this purpose, the cumulative increase / decrease in diesel rate from the diesel rate prevailing on the date of earlier revision ( or the date of opening technical & commercial bid for the first such revision) shall be considered.

**3.3.17 INSURANCE COVERAGE AND CLAIM::**

- a. **Insurance: Transit** insurance of the consignment under transportation by the Transporter will be responsibility of BHEL/Consignee as the case may be and Transport Carrier shall ensure the insurance coverage and mark in the Lorry Way Bill. However, Transporter will be responsible for any external damages as per Sec. 8 of Carriers Act, 1865.
- b. The Contract as entered into between BHEL and the Transporter(s) shall in no way nullify, reduce, mitigate or absolve the parties of any responsibility, obligation or liability that may devolve upon them under the Carriers Act, 1865 as amended up to date. Position as above shall not absolve the Transporter of his responsibility for safe and proper transportation of the goods to the proper

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

destination or his liability to compensate for the damage/ shortage / loss in respect of the consignments transported by him.

- c. The Transporter's consignment note (LR) shall be acceptable to insurance company. In addition, the Transporter shall get 'LEGAL LIABILITY' from Insurance Company for Insurance Cover.
- d. **Damage / Loss:** If any remark is made by the Consignee while delivering the consignment with respect to damage / shortage or loss i.e. total or partial, the Transporter after delivery of the consignment shall inform the agency responsible for booking the consignment within a week of delivery and the Transporter should submit the Xerox copy of LR with covering letter to the Consignor or Consignee (Supplier or Customer or BHEL Unit, Region or Site as applicable).
- e. On receipt of this information, BHEL EPD, Commercial will refer this to the concerned Finance department who in turn with mutual consultation will advise in writing, the value of damage /shortage or any other comments to Shipping so that further action will be taken up.
- f. **Open Delivery:** In case of any visible damage/ suspected damage in the consignment, the Carrier should arrange delivery of the consignment on "OPEN DELIVERY" and the open delivery certificate should be issued along with the consignment, duly signed by both parties.
- g. **Non-acceptance of insurance claim lodged by BHEL and Carriers responsibility:** Shipping are ensuring that the vehicle placed is loaded, taking cognizance of the passing weight of the RC book copy presented by the Carrier. However Carrier has to own responsibility for the RC Book copy presented at the time of loading and also ensure that the loading is done in line with the passing weight of the RC Book of the vehicle. In the event of any accident / damage visibly seen or inflicted to the consignment which could not be seen visibly but that could be found at the site at any point of time, BHEL would take up with underwriters and lodge claim. If the underwriter observes during the course of survey or otherwise that the vehicle was overloaded beyond RC Book capacity, the claim will be out rightly rejected. In such case the Carrier is totally responsible and contractually bound to compensate fully the total damage, cost involved in rectification or the value of the insurance claim lodged as the case may be, within 30 days from the date of such communication received from BHEL for compensation. In case Carrier fails to compensate with the above period, BHEL will exercise their right to recover such compensation by deduction from such Carriers pending Bills / SD.
- h. **Accidents:** All accidents at any point shall be reported to agency concerned and BHEL, Commercial Shipping in writing or through mail followed by hard copy. Failure to send communication will be viewed seriously resulting in suspension or termination of the Contract as deemed fit over and above the recovery of value of the consignment lost or damaged – total or partial.
- i. Further, any accident that occurs while the consignment which is booked in transit shall also be brought to the notice of Consignor or consignee and/ or Commercial, Shipping as applicable. Subsequently, the F.I.R. and Survey Report by authorized insurance agency (for the damage or loss of consignment en route) shall also be submitted. BHEL Site officials or concerned Shipping agency shall be informed in writing through Mail, Fax or Letter within 48 hours of incident or accident or loss or damage to enable the agency responsible to lodge and settle the claims with Underwriters.
- j. The freight payment upto the point of accident, for the consignment met with accident, will be paid only after settlement of insurance claim by the Underwriters. This payment is to be considered only in the case of the Carrier complying with the above two accident clauses.
- k. **Return freight payment for transporting the damaged consignment back to consignee after due clearance.** In case of transporting the damaged cargo (due to accident, mishap etc.) back to consignee after insurance survey and BHEL clearance for returning such consignments to consignee, the return freight, as per the applicable rate schedule of Contract will be paid to the

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

Transporters. In case, the Transporters fail to send communication in respect accident or damage or loss or act on the above lines and insurance claim is not made or compensation obtained by the authorized agency, the recovery will be effected for the value of damage or loss – total or partial of the subject consignment. Suitable action including suspension, de-listing or termination of the Contract as deemed fit will be initiated.

**3.3.18 DELIVERY AGAINST CONSIGNEE COPY:**

- a. Except dispatches of consignments where payment is through Bank and delivery against Consignee Copy, in all other cases, the booking of the consignment should be essentially on door delivery basis only. The Carrier taking the booking from Supplier, Sub-Contractor, Customer etc., should ensure that the LR shows door delivery. If this is not ensured by Carrier, as it is their responsibility, any extra expenditure on this wrong booking by the Carrier, will be automatically deducted while passing the bill itself. On account of this wrong booking against the terms of the Contract, the Carrier is not entitled to claim delay penalty and the same will not be allowed.
- b. **Weight of the Consignments:** Freight payment will be restricted to the passing weight Capacity (Gross Weight – Un laden Weight) mentioned in the RC Book. Hence it is the responsibility of the Transport Carriers to ensure the consignments loaded within the RC Passing weight Capacity of the vehicle. If weight of the consignments loaded is lesser than the RC Book Passing Capacity of the vehicle, then the freight will be paid for the actual weight of the consignments loaded only. If weight of the consignments loaded is higher than the RC Book Passing Capacity of the vehicle, then the freight will be paid and restricted to the RC Book Passing Weight of the vehicle. I.e. at any cost freight will not be paid for more than the passing weight capacity of the vehicle mentioned in the RC Book. For this purpose, the copy of RC book has to be enclosed along with each freight bill to effect freight payment accordingly. The empty vehicle on arrival at BHEL, EPD will be weighed and any difference in the unladen weight will be factored into at the time of billing.
- c. The maximum weight of the consignment indicated in each consignment category is only indicative. However if the passing weight of the corresponding vehicle category is higher than the maximum weight limit of the consignment category, indicated in such cases the consignment will be loaded up to the passing weight capacity & freight will be paid on per MT per KM basis accordingly.
- d. However if excess weight is noted by the Carriers, as the case may be, the matter shall be brought to the notice of the concerned in Commercial / Shipping for necessary certification after weighing.
- e. If the excess weight is found en route by the Statutory Authorities like RTO / COMMERCIALTAX OFFICIALS, the weigh bridge slip must be produced. Penalties levied if any by statutory authorities in such instances will be reimbursed by BHEL.
- f. If the excess weight is noted at the destination point, the weigh-bridge slip certified by the consignee must be obtained duly certified or endorsed by BHEL officials not less than the rank of a MANAGER.
- g. Based on the above documentary evidence, the claim for excess freight may be considered on the merit of the case, on case-to-case basis and will be paid on per MT per KM basis of the respective rate schedule on pro-rata basis.
- h. In case of doubt regarding the weight, freight to be claimed, documentation such as road permits, or any applicable document while crossing the State border or any clarification in Excise Duty Invoice or Sale on Transit,, etc., it must be clarified or brought to the notice of the officials

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

concerned before the vehicle moves out of Gate after verification by Security or brought back once again with due permission from the agency concerned to the loading official or at the loading point as applicable without any implications or claim, etc.

**3.3.19 GOODS CONSIGNMENT NOTE & EXCISE INVOICE:**

- a. **GC / LR / LWB:** G.C. Note issued should bear **printed serial numbers** with IBA number allotted to them at the time of approval. Vehicle No. should be indicated in G.C Notes for all Full Lorry Load bookings. Original G.C copy only should be produced with acknowledgement of the consignee for billing. Erasing or over-writing etc. in the G.C Notes should not be done and will not be accepted, if not authenticated by the consignor. G.C Notes should be of good quality paper and in reasonable size to enable necessary details being written. Copies of G.C Notes submitted to BHEL & its customers should be legible.
- b. The Company takes a very serious view of issue of G.Cs. issued to the Suppliers without taking physical possession of materials and if any contravention is noticed, BHEL will have the right to terminate the Contract or take appropriate action. Once GC Note is issued, it is treated as physical acceptance of the consignment by the Carrier and in such cases; it shall be the responsibility of the Carrier for the safe and timely delivery of the consignment. Any dispute between the consignor and the Transport Carrier on this account will not be entertained.
- c. The G.C Notes shall be got countersigned by the Consignor at the time of booking of the consignment. Every consignment in a vehicle should be covered by G.C.Note
- d. More than one delivery/collection at the time destination/point of collection should be accepted, while G.C. is to be prepared separately for each consignment giving cross reference of the G.C. the bill should be submitted for one load only enclosing all the G.C. involved.
- e. The Carrier should feed systematic information viz., GC Note No. & Date, booking stations, delivery date with place of delivery to BHEL/CCC/FB and User Department within time span as per terms of Contract (4 days to 20 days,) failing which BHEL will have the right to stop further loads.
- f. The Carrier shall use the Lorry Way Bill of the approved Carrier only and shall not book in the name of sister concern or any other agency which is not approved. In case the bill is submitted or any dispute arises at the time of delivery, all the expenses incurred will be recovered from the running bill of the Transport Carrier and view the above as the violation of the Contract.
- g. **EXCISE INVOICE :** Duplicate Transporter Copy of Excise Invoice in respect of all Excisable items are to be invariably obtained from the suppliers and the Excise Invoice number incorporated in the Lorry Way Bill and surrender the same to BHEL along with the consignment. Otherwise any loss on account of this will be recovered from the Carrier. In case, such Excise Invoice is not obtained from the Suppliers along with the consignment, an endorsement 'EXCISE INVOICE NOT RECEIVED 'should be made in the Lorry Way Bill.
- h. In case Excise Duty is not applicable, it should be mentioned in the GC Note and the applicable document shall be collected from the consignor.
- i. In case if Free Issue Materials/Site Returned Materials/Rejected Materials/or the consignment booked without any BHEL Purchase Order reference, the Transport Carrier should demand the relevant Excise duty forms as applicable.
- j. **DESPATCH & ENROUTE DOCUMENTS : Dispatch Documents**
- k. The documents handed over at the booking points and meant to be handed over to the consignee such as DELIVERY CHALLAN, INVOICE, DUPLICATE/TRANSPORTERS COPY OF EXCISE INVOICE, SALES TAX FORM etc., should be carefully brought and handed over to the consignee along with the materials. Any loss, delay, additional expenditure due to non-compliance of the above on this account, will be debited to the Carriers.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

- l.** The Transport Carrier should ensure the collection of Form.31 at the time of booking the consignment and suppose the same is not made available, the matter should be brought to the notice of Commercial by the Transport Carrier concerned. Wherever FORM 31 is issued to Transport Carriers, the Carrier should get an acknowledgement from the consignee on the back of G.C itself that the "Counter Foil/Copy of Form.31 received "while getting acknowledgement for receipt of goods. Otherwise any loss on account of this will be recovered from the Carrier which amounts to Rs.25, 000/- per Form as on date.
- m.** The Carriers at the time of booking of the consignments should mark each and every package with Customer name, LWB number etc., wherever necessary, so that the items are identifiable at the time of transshipment / delivery.
- n. En-route Documents:** While accepting the consignments for transportation, the Carriers should ensure, that necessary documents for check post are collected, so that the consignments are not detained en route for want of these documents. Any detention on this account will be the Carriers' responsibility.
- o.** If a consignment is detained en route by the check-post authorities due to insufficient documentation or for any other reason and penalty, such as advance tax, compound tax etc. are imposed, such payment will have to be borne by the Carriers and consignment got released and delivered in time. The Carriers should also collect at the time of booking, all the documents required such as forwarding notes/challans with descriptions of materials and value etc., to ensure safe transportation and easy identification at the time of delivery.

**3.3.20 ESCORT FOR CONSIGNMENTS:** Where BHEL intends to depute an escort for certain important consignments, they should be allowed to travel in the vehicle to the destination free of cost and communication should be sent on day-to-day basis till the consignment reaches destination.

**3.3.21 CONFLICT OF INTEREST :** The Carriers awarded Contract against this Tender, if undertakes Contract from the Customer / Supplier/ vendor for transportation of BHEL Materials, then the freight rates chargeable for that work shall be only as per the approved rates, terms and conditions of this AITRC 2014-16 irrespective of the schedules where he is enlisted or not in AITRC 2014-16. In case of movement of consignment by BHEL on "Customer To-Pay basis" through BHEL approved Carrier/Customer/Supplier, the Transport Carrier should not enter into separate Contract with the Customer/Vendor under whatsoever may be the reason. If any violation in this condition is found and brought to the notice of BHEL EPD, the same will be viewed seriously and will lead to immediate suspension of the Carrier from the AITRC without any notice and also will eventually terminate the Contract with the Carrier.

If the Transport Carrier undertakes Contract from any BHEL Units / Sites / other divisions for transportation of consignments to BHEL EPD, Bangalore, and if the freight rates for such consignments awarded is less than BHEL's rate of AITRC 2014-16, such consignments on a one to one schedule matching, then BHEL EPD, will avail such lower rate, for consignments of that nature whose dispatch is organized by BHEL EPD. This is applicable only to the Transport Carriers undertook the Contract as above.

**3.3.22 PERFORMANCE MONITORING AND EVALUATION**

The performance of the Transport Carrier shall be monitored by the Material Management Department. In the event of performance being not satisfactory even in any one of the categories or location of the dispatches suitable action will be initiated against such Carriers which may lead

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

to stopping of loads/suspension/termination and delisting in accordance with procedure in vogue. Performance Evaluation of the Carriers will be based on the following Factors

- ☐ Number of vehicle placed against the number of demands given
- ☐ Delivery in time as per Contract
- ☐ Volume of business, weight, freight value of consignment transported.
- ☐ Transhipment en-route

**3.3.23 INDEMNITY:**

- a. The Transporter shall have to indemnify BHEL against all claims for injury or damage to any person or property caused by his negligence or negligence of his employees whilst in BHEL premises/sites.
- b. The Transporter shall indemnify the company against all payments by way of compensation or otherwise which the company may be called upon to make under the provisions of the applicable Acts to any workmen as aforesaid, and any cost incurred by the company in connection with any claim preferred by such workmen and or against all actions, claims and demands whatsoever in respect thereof or in respect of any loss, injury or damages whatsoever to any third person arising out of or occasioned by the negligent, imperfect or improper performance of this Contract by the Transporters, their workmen servants or agents.
- c. The Transporters approved and operating under the transportation rate Contracts shall further indemnify BHEL against the following:-
  - ☐ Observance of Labour & Industrial Laws.
  - ☐ All claims by way of compensation and all other types of unforeseen claims, which may arise in the course of Contract.
  - ☐ Documentary compliance relating to freight billing.
  - ☐ Indemnity shall cover the entire transit right after loading to the unloading at destination.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**3.3.24 ARBITRATION**

- a. All disputes between the Transporter and BHEL arising out of or relating to this contract, shall, after written notice by either party to the contract to the other party, be referred for arbitration to the sole arbitrator to be appointed by the Head of the unit concerned at BHEL, EPD, Bangalore in his sole discretion. There shall be no objection to any such appointment (i) that the arbitrator so appointed is an employee of BHEL, (ii) that he had to deal with the matters to which the contract relates and (iii) that in the course of his duties as BHEL's employee, he had expressed views on all or any of the matters in disputes or difference.
- b. In case, the arbitrator so appointed is transferred or vacates his office or neglects or refuses to act or is unable to act for any reason whatsoever or dies, the Head of unit concerned at BHEL EPD, Bangalore, shall have power to appoint another person to act as arbitrator in his place. Such person shall be entitled in his discretion to proceed with the reference from the stage at which it was left by his predecessor or from any earlier stage considered proper by him. No person other than the one appointed to be arbitrator as aforesaid shall act as arbitrator, and if, for any reason, that is not possible, the matter shall not be referred to arbitration at all. The arbitrator shall have the power to extend time, from time to time, with the consent of the parties, for conducting the arbitration proceedings and making and publishing his award.
- c. The decision of the arbitrator shall be final and binding on both the parties.
- d. The arbitration proceedings will be held at BHEL EPD, Bangalore or at such other place as the arbitrator may direct. Work under the contract shall be continued during the arbitration proceedings unless otherwise directed in writing by BHEL.

**3.3.25 JURISDICTION :** In case of any suit or other legal proceedings arising under or relating to this Contract, the courts at Bangalore, Karnataka only shall have the Jurisdiction and is only after exhausting the Arbitration Clause as above.

**3.3.26 RIGHTS :**

- a. BHEL may enter into parallel Contract simultaneously other than AITRC with any number of Transporters as may be deemed fit at any time during the period of Contract in the Interest of the work for any or all the stations and for any or all the schedules / consignment categories.
- b. In case of breach of any of the terms and conditions of the Contract, BHEL will entrust the work to any other Transporters at the risk and cost of the Transporter and the Transporter shall be liable to pay the extra expenditure, damages, loss suffered on account of the cancellation of the Contract.
- c. All amounts including the losses/damages/penalties/compensations and extra charges of freight, resulting from non-compliance with the terms of Contract, payable by the Transporter to BHEL under the Terms of the Contract will be recovered from the outstanding payments to Transporter either under this Contract or any other Contracts or from Security Deposit or from both. In case this amount is insufficient for such recoveries, the Transporter shall make good the balance amount by actual payment. In addition BHEL, EPD, Bangalore has the right to recover the said amounts through its sister concerns, from the payments due to the Transporter in any of the units of BHEL located in any part of India.
- d. The Transporter is not allowed to pass the responsibilities connected with the transportation to other agencies/Transporters. The Transporter shall not sublet or transfer the Contract or any part thereof, which tantamount to termination of the Contract and thereby attracting the penalty or

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

forfeiture of security deposit. However hiring of vehicles and services from other agencies/ Transporters is permitted.

- e. No Transporter should load his consignment in the vehicle of any other authorized Transporter, carrying consignment for BHEL. In such cases no freight charges shall be paid to either of the Transporters.
- f. The Transporter shall have no right to demand at any time during the currency of this Contract any minimum quantity of load for transportation.
- g. It may be noted that as dispatches from different locations in India, it is not possible for BHEL to monitor such loadings, check to the fitness of the vehicle placed, to ensure that the vehicle are loaded to their full capacity and also to restrict over loading. Hence it is the responsibility of the Transport Carriers to ensure that the vehicles are loaded to their full capacity as per the RC Book, to ensure that overloading is not done, and also to ensure the vehicles placed is fit enough to suit the dispatch of the materials being dispatched. Non observance of the above by the Transport Carrier, if results in damage / loss to the materials for BHEL, the Transport Carriers should compensate the loss of material to BHEL in the same way as demanded by BHEL.
- h. BHEL has the right to verify / audit check by surprise visits at various locations of loading & unloading at their discretion and see whether the above timely requirements placing & reaching of trucks/vehicles are complied with by the Transporters. In case the above requirements are not complied with, severe actions may be taken by BHEL on such Transport Carriers, as deemed fit.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**4.0 TENDER EVALUATION CRITERION**

The method of Tender Evaluation is described below; the weightage for each category of vehicle is based on the previous year's data and estimate of the type of vehicle category needed for the proposed product mix. Bidders need to note the following before submitting their bids:

- a. **Bidders need to quote for all the categories of vehicles. Selective quoting is not permissible. If any of the bidder is found not quoting for all the categories, their offer will be rejected, even if they are qualified in the techno-commercial stage.**
- b. Bidders need to understand and quote most competitive rates considering a long term nature of the contract. Seasonal fluctuations and other influencing factors for execution of the contract need to be considered and price cannot be the reason for not providing the vehicles when indented. Penalty clause for non-placement of vehicle will be applied in all such cases.

**Calculation Table for all incoming consignments**

Sl No	Category of Vehicle / Consignment	Multiplication factor	Computed Price
1	PL – Part Load Consignments	M=0.005	<b>Computed Price (CP)</b> <b>=<math>(M*0.005)+(N*0.005)+(P*0.05)+(Q*0.15)+(R*0.49)+(S*0.30)</math></b>
2	LCV – Light Commercial Vehicle	N=0.005	
3	HCV – Heavy Commercial Vehicle (7.5)	P=0.05	
4	HCV – Heavy Commercial Vehicle (9.0)	Q=0.15	
5	HCV – Heavy Commercial Vehicle (16.0)	R=0.49	
6	HCV – Heavy Commercial Vehicle (21.0)	S=0.30	

**Computed price will be calculated for each of the three distance slabs i.e., up to 500 Kms, 501 to 1000 Kms and above 1001 Kms.**

**The cumulative computed price (CP<sub>TOTAL</sub>) will then be arrived by summing the three CP's i.e., CP<sub>TOTAL</sub> = CP<sub>1</sub>+CP<sub>2</sub>+CP<sub>3</sub>.**

**CP<sub>TOTAL</sub> Will decide the standing of the bidders and the lowest CP<sub>TOTAL</sub> will be L1 and other bidders will be L2, L3, L4.... Etc., in the order of increasing cost.**

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**Proforma - I**

**(TO BE PROVIDED ON BIDDER'S LETTER HEAD)**

---

REF NO.:

DT:

**AUTHORIZATION LETTER FOR PARTICIPATING IN TENDER OPENING**

We, M/s \_\_\_\_\_

(Name of the Tenderer) hereby authorizing \_\_\_\_\_ (name of the

representative) to participate in the Tender opening of BHEL EPD, Bangalore for **TENDER REF: BHEL:EPD/MM/ICMTRC/2015-17** All India Road Transportation Contract 2014-16 on 00<sup>th</sup> Nov 2014 in your premises. The representative may please be permitted to witness the tender opening of Techno-Commercial Bid.

The representative's specimen signature is appended below & attested.

(Signature of the representative)

(Authorized Signatory)

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**PROFORMA - II**

**PRICE BID – PART-B: Schedule of Rates**

S I N o	Category of Vehicle / Consignment	Type of Vehicle	Weight Carrying Capacity	Remarks	Distance Slab (Rate to be quoted on per km basis, except SI. No 1)		
					Upto 500km	501 to 1000 km	1001 km and above
1	PL – Part Load Consignments	Not Applicable	Not Applicable. Total weight put together either in one single or a set of boxes shall not exceed 2.5 MT.	Small consignments usually packed inBags / wooden / hard board boxes.			
2	LCV – Light Commercial Vehicle	Mini Truck, Tempo Van, Mini Van etc.	3.00 to 3.50 MT's	Products described in scope packed in bags weighing not more than 50 KG each.			
3	HCV – Heavy Commercial Vehicle (7.5)	Lorry, truck, rigid vehicle etc.	7.00 to 8.00 MT				
4	HCV – Heavy Commercial Vehicle (9.0)		8.01 to 9.00 MT				
5	HCV – Heavy Commercial Vehicle (16.0)	Truck, Taurus, rigid vehicle etc.,	15.0 TO 16.0 MT				
6	HCV – Heavy Commercial Vehicle (21.0)		20.0 TO 21.0 MT				

**Note: For SI No1. Rate to be quoted based on per MT/KM**

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**Proforma – III**

**TENDER REF: BHEL:EPD/MM/ICMTRC/2015-17**

***(TO BE PROVIDED ON A NON-JUDICIAL STAMP PAPER OF VALUE RS.100/- AND DULY NOTARIZED)***

**AFFIDAVIT CUM UNDERTAKING**

I / We / M/s. í .. do hereby undertake the following:-

1. We have not been presently put on hold, suspended, de-listed, banned or black listed by any of the BHEL units
2. We have not been booked by CBI and/or indicted by a court of law in any criminal case relating to Transportation contract / work during last 5 years.
3. Strike whichever is not applicable  
(i) One or more partners/directors/proprietors of us **DO HAVE a relation or relations** employed in BHEL, The details are given below:-  
Name:  
Staff No:  
Unit :  
Designation & Department:  
  
(or)  
(ii) One or more partners/directors/proprietors of us **DO NOT HAVE a relation or relations** employed in BHEL.
4. The details of our Group Concerns or Affiliates etc., who are also engaged in transportation business is enclosed with this affidavit.
5. The details / particulars of Partners / Proprietors / Directors of bidder / such group Concerns or Affiliates etc., including the details of DIN numbers (in case of Directors) and PAN number (in case of Partners / Proprietors) duly supported by self-attested copies of relevant documents are enclosed with this affidavit.
6. We confirm that our Concern and none of our Group Concerns or Affiliates etc., appear on the list of banned firms / companies by BHEL, nor any of the Director / Partner / Proprietor of our Concern / group Concern or Affiliate etc., are involved with such firm / company.
7. We confirm that other than our Concern, none of our Group Concerns or Affiliates etc., are participating in this tender either directly or indirectly through any other agency under same Proprietor / common partner (s) / common Director(s).

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

8. All Scope, Terms, Conditions, annexure, technical / operational requirements of BHEL read, fully understood, accepted without any deviation and then submitted offer unconditionally.
9. BHEL may reject the bid or in case the contract has been awarded, then terminate the contract apart from taking any other suitable action under the contract or applicable legal provisions or BHEL guidelines, including Guidelines for Suspension of Business Dealings, without any liability for any compensation if :
  - a. BHEL discovers at any time that any statement made by us in the affidavit cum undertaking is false, fraudulent or
  - b. any document submitted by us is fake or forged.
  - c. or if BHEL determines in its sole discretion that any statement was aimed at deliberately misleading BHEL with a view to ensure award of the subject contract to the bidder.

**MATERIAL MANAGEMENT – INCOMING MATERIALS**  
**ALL INDIA ROAD TRANSPORTATION CONTRACT 2015-17**

**Annexure**

**List of major places:** This is for information and it is only indicative and however the places may vary depending upon BHEL requirement only.

Sl.No	Place
1	BELGAUM (KA)
2	HYDERABAD (Telangana)
3	JHANSI (UP)
4	KATNI (MP)
5	NIWARI(MP)
6	Nagapattnam (TN)
7	NAGPUR (MP)
8	SALEM (TN)
9	THANGAD, (GJ)
10	RAJAPALAYM, (TN)
11	UDAIPUR (RAJ)
12	FALTA, (WB)
13	RANIPET (TN)
14	CHENNAI (TN)
15	KOTHAKOTA (Telangana)
16	MUMBAI (MH)

**Note:**

1. **Incoming materials mentioned above are indicative only.** BHEL reserves the right to operate or not. And the places may vary as per BHEL timely requirement from different / various destinations across the Country within India.
2. BHEL will also operate for the places other than the places mention in the list on requirement as and when required.