



# Bharat Heavy Electricals Limited

Centralized Stamping Unit & Fabrication Plant

Jagdishpur Industrial Area, Distt. Amethi, [U.P.] Pin – 227 817

## TENDER DETAILS

Tender No. & Dated	BHEL / CSU & FP / Indica / 1416 / 1 dated : 18/11/2014
Unit	CSU & FP, BHEL, Jagdishpur
Address	Bharat Heavy Electricals Limited, CSU &FP, Jagdishpur, Industrial Area, District Amethi -227817, Uttar Pradesh
Telephone No.	05361-224121
Fax No.	05361-224121
Tender Title	Hiring of TATA Indica A/C ( 01 No. ) Taxi permit car on contract basis for a period of 01 year.
EMD Value	Rs. 5000/- ( Rupees Five Thousand only for 01 No. – Indica )
Security Deposit	Rs. 15000/- ( Rupees Fifteen Thousand only for 01 No. – Indica )
Type of Bid	Two Part Bid ( Part – 1 : Techno Cum Commercial Bid & Part – 2 : Price Bid )
Dated of issue of notification	22/11/2014
Date of Closer of Sale of Tender Documents	Up to 12/12/2014 ( 2:00 PM )
Date of submission of completed documents	Up to 12/12/2014 ( 2 :30 PM)
Date of opening of Techno Commercial Bid	12/12/2014 ( 3:00 PM)

The Tender documents can be taken from the Office of Sr. Officer [ HR ] on any working day from 22/11/2014 to 12/12/2014 up to 2:00 PM.

Techno- Commercial Bid & Price Bid is required to be kept in Separate envelopes. super scribe these envelopes as techno – commercial bid or price bid & "Tender Enquiry No., Date & Due date of opening."



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## TO BE FILLED BY THE TENDERER ON PRINTED LETTER HEAD PAD OF THE COMPANY

Tender No. BHEL / CSU & FP / Indica / 1416 / 1

Dated : 18.11.2014

To,  
Sr. Officer [ HR ],  
CSU & FP, BHEL, Jagdishpur.

### Techno-Commercial Bid Part - I for 1 No. Brand New TATA Indica Model eV2 LS A/C for 1 year.

Sub : Sealed Tender for hiring of 1 No. Brand New TATA Indica Model eV2 LS A/C for 1 year.

Dear Sir,

With reference to Tender Enquiry No. Tender No. BHEL / CSU & FP / Indica / 1416 / 1 dated 18.11.2014 inviting quotations for hiring of above Vehicles for local and out station journey. We have read the terms and conditions in the bid document and accept the same. We bid for above vehicles and furnish following documents :

1. Copy of Registration Certificate of vehicle is enclosed as asked in Qualification Criteria.
2. We are enclosing copy of Certificate of experience of value of works equivalent as per qualification criteria of NIT. Copy of WO, Completion Certificate along with other supporting document like TDS Certificates also enclosed.
3. We have achieved an average annual financial turnover of minimum Rs. 1.50 Lakhs per year over three consecutive financial years ending on 31.03.2014 copy of audited of balance sheet / unaudited balance sheet along with ITR of same year must be submitted with Tender.
4. EMD Rs. /- (Rupees Thousand ) in the form of DD payable at SBI IGFC Jagdishpur Industrial Area favoring Bharat Heavy Electricals Limited.  
DD No. .... dated ..... for Rs. /- is enclosed.
5. Copy of PAN Card is enclosed.
6. Service Tax Registration No. ( if applicable )
7. Brand New TATA Indica Model eV2 LS A/C will be provided within 30 days after receipt of your order.
8. All documents duly signed with stamp for acceptance.
9. Copy of valid Commercial Licence of the Driver will be provided within 30 days after receipt of your order.
10. Copy of Taxi Permit with New vehicles will be provided within 30 days after receipt of your order.

Your Sincerely,

Signature with Seal of bidder

Name : .....

Address.....

.....

.....

Mobile No.....



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## **PRICE BID FORMAT**

Tender No. BHEL / CSU & FP / Indica / 1416 / 1

Dated : 18.11.2014

To,

Sr. Officer [ HR ],

CSU & FP, BHEL, Jagdishpur.

### **Price Bid Format Part – II for 1 No. Brand New TATA Indica Model eV2 LS A/C for 1 year.**

We are quoting our minimum rates in the following format for deployment of 1 No. Brand New TATA Indica Model eV2 LS A/C at BHEL, CSU & FP, Jagdishpur on monthly basis :

#### **Our Rates are as under : -**

- |   |                    |
|---|--------------------|
| a) Monthly charges up to 2500 KM per month  | : Rs. ....../-     |
| b) Extra per KM rate beyond 2500 KM running   | : Rs. 8.50/- / KM  |
| c) Night charges beyond 11.00 PM to 6.00 AM   | : Rs.150/- / Night |
| d) OT beyond 12 hrs daily duty 7.00 AM to 7.00 PM   | : Rs.25 / Hrs.     |
| e) Parking / Toll charges shall be reimbursed on actual<br>on submission of original receipts.        | : On actual        |
| f) Service Tax shall be reimbursed on actual<br>[ if applicable ] on submission of original receipts. | : On actual        |

Your Sincerely,

Signature with Seal of bidder

Name : .....

Address.....

Mobile No.....



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## GENERAL TERMS & CONDITIONS FOR TAXI HIRING CONTRACT

BHEL / CSU & FP / Indica / 1416 /1

Date: 18.11.2014

To,

M/s. ....

.....

.....

.....

**Sub : Open Tender Enquiry for deployment of 1 No. Brand New TATA Indica Model eV2 LS A/C for 1 year.**

Kindly quote your minimum rates for deployment of 1 No. Brand New TATA Indica Model eV2 LS A/C with Taxi Permit and Driver. Driver should carry valid Commercial Driving License at BHEL, CSU & FP, Jagdishpur.

### **Qualification Criteria :**

1. At least one Passenger Car / SUV shall be in the name of Company / Proprietor, copy of Registration Certificate to be enclosed.
2. The Tenderer should have, in the last seven years ending on 31.10.2014 successfully completed the job of providing Passenger Car / SUV . Values of such services should be as under:
  - a) One job of value of Rs. 4.00 Lakh or above, OR
  - b) Two jobs of value of Rs. 2.50 Lakh or above each, OR
  - c) Three jobs of value of Rs 2.00 Lakh or above each

Copy of WO, Completion Certificate along with other supporting document like TDS Certificates to be enclosed.

3. The Tenderer shall be financially sound and should have achieved an average annual financial turnover of minimum Rs. 1.50 Lakh per year over three consecutive financial years ending on 31.03.2014 copy of audited of balance sheet / unaudited balance sheet along with ITR of same year must be submitted with Tender.

### **Vehicle:**

1. Period of hire shall be for 1 year ( 12 Months ) from the date of LOI / Work Order issued by BHEL. The contract can be extended by mutual consent of BHEL & Contractor for further period of one year ( 12 Months ). The Work Order can be terminated by giving 2 month notice.
2. EMD Rs. 5000/- (Rupees Five Thousands for 01 No. TATA Indica ) will be deposited by the bidder towards Earnest Money Deposit along with the Part – I bid. The successful bidder's EMD will be converted towards SD and the unsuccessful bidder's EMD will be refunded within 60 days from the date of placement of work order to the successful bidder.
3. Security Deposit : 50% Security Deposit i.e. Rs 7,500/- ( Rupees seven Thousand five hundred ) must be deposited at the time of receiving LOI / WO. Contractor will be informed well in advance. Remaining 50% SD shall be recovered from monthly Bills @ 10% of gross value of each bill till the total SD is recovered.

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4. The vehicles shall be used for local / out station journeys by BHEL officials / Guests depending upon the requirement.
5. Air-conditioning system (Cooling ) should remain in operation as per period mentioned below :
6. In no case a vehicle i.e. not registered with taxi permit , shall be deployed at CSU & FP, BHEL, Jagdishpur and Taxes, Insurance, Road Tax etc. due on such vehicles shall be liability of the Contractor.
7. In case of break down, the vehicle has to be replaced by similar alternate vehicle immediately ( in less than 02 hours ). In case the alternate vehicle is not provided, BHEL is free to engage another vehicle to complete the remaining journey at the cost of contractor. In addition a penalty of Rs. 500/- will be imposed on each such occasion.
8. In case of non availability / non providing the vehicle on any day, alternative vehicle shall be hired by BHEL at the cost of contractor . A penalty of Rs. 500/- per vehicle per such on occasion shall be imposed.
9. Contractor shall be responsible for payment of Government Taxes, fuel and lubricants charges, driver salary, maintenance charges, Insurance, Pollution Check etc. or any other charges for smooth running of vehicles.
10. BHEL reserves the right to accept or reject the bids with or without deviation or cancel / withdraw the invitation for bid without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action by BHEL.

## Driver :

1. Driver should have valid Commercial Driving License during the running of contract.
2. The contractor shall provide driver, in proper uniform. Driver should fully conversant with different routes of Lucknow, Sultanpur, Faizabad and Surrounding Jagdishpur to undertake journey by the shortest route.
3. The driver should always be polite, courteous and able to communicate properly.
4. The contractor shall assign the job of driving of hired vehicles only to qualified experienced licensed drivers and also assume full responsibility for the safety and security of the officers / officials as well as essential BHEL material while running the vehicle by ensuring safe driving. BHEL, Jagdishpur shall have no direct or indirect liability arising out of such negligence, rash and impetuous driving which is an offence under section – 29 of IPC and any loss caused to BHEL, Jagdishpur have to be suitably compensated by contractor.
5. The driver should have sufficient cash to pay for fuel, any toll tax / parking charges / entry tax as and when required and also should be in position to pay for any minor repairs necessitated due to sudden breakdown of the vehicle on the road. In no cash money should be borrowed from the occupant of the taxi. Any payment to driver including his food and incidental shall be borne by contractor.
6. The engagement and employment of driver and payment of wages to them as per the existing provisions of various labour laws and regulations is the sole responsibility of the contractor and any breach of such laws and regulations shall be deemed to be breach of this contract. The contractor have to ensure the payment of minimum wages to the driver as per the minimum wages act 1948. In no such case the driver will be paid under wages, any taking in to consideration of the minimum wages of the driver, the party can quote the price accordingly.
7. He will abide by all the rules & regulation required for drivers of commercial vehicle. He must be provided a working mobile phone by the contractor.
8. In case of any emergency payment of money by BHEL official for purposes mentioned in Para 4 above, the same will be recovered from next bill along with 10% overhead charges.



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## **Price Variation Clause :**

- 1 Price Variation Clause [ PVC ] on account of Diesel [ HSD ] price hike or reduction shall be adjusted in the bill as per following formula :

$$\text{PVC [ Rs. / KM ]} = \frac{\text{Revised Diesel [ HSD ] Rate} - \text{Base Rate}}{25}$$

- Vehicle mileage considered in 25 KM / Ltr.
  - Base Rate of Diesel [ HSD ] shall be taken as on tender opening date from IOCL website applicable to Lucknow Region.
- 2 Diesel cost @ Rs. 25 KM / Ltr. will be deducted from monthly bill of contractor in case vehicle run less than 2500 KM per month.
  - 3 PVC will be applicable w.e.f. date of change in rate on actual reading.

## **Validity of Rates :**

The quotation will remain valid for a period of 90 days from the date of opening of Tender.

## **Billing & payment :**

- 1 Payment shall be made on monthly basis through running account bills.
- 2 Printed Bill with Sl. No. shall be submitted for payment within 30 days after use of vehicle along with printed Logbook by name and will get each journey signed by the users. Log- book will be submitted along with the monthly bill.
- 3 TDS shall be deducted at source from Running Bill as per applicable IT Rules and other statutory requirements from time to time applicable.
- 4 The BHEL will reimburse the Toll Tax / Parking Charges against production of original receipt and should be claimed by contractor from the BHEL along with the monthly bill. Without proper receipt BHEL is not liable to pay any Toll Tax / Parking Charges.
- 5 In case of award of the work, the payment will generally be made on monthly basis within 15 days through A/c NEFT / RTGS after receipt of the complete bill and verification with in BHEL by actual user and certification by Officer [ I/C ] for satisfactory completion of the work. Only bill will be processed when the logbook is properly filled, meter starting and ending, purpose of journey is clearly mentioned, user signature is made otherwise the bill cannot be processed. No advance money will be paid under any circumstances.
- 6 The BHEL shall not be responsible for any other payment either towards running expenses, repairs or salary and wages of driver, local / out station boarding / lodging of driver etc. and also the whole responsibility rest with contractor in case of accident or any other matter.

## **General :**

- 1 Above vehicles shall be stationed at Parking Area BHEL, CSU & FP, Jagdishpur during contract period.
- 2 Maximum of one day leave per month if required may be given for vehicle repairing and maintenance as per BHEL suitability preferably on Sunday.
- 3 Either of night charges or Over Time @ Rs. 25 / hr. beyond 12 Hrs. duty shall be paid per day as applicable.
- 4 The contractor shall ensure the running of taxi on the stipulated timing given by the BHEL and also in compliance to any further direction given by the officials of the BHEL or officials travelling by the taxi.



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- 5 Service provider has the responsibility to arrange the vehicle for 24 hours if required by BHEL ( If deputed driver has completed 12 hrs of his duty, service provider shall change the driver necessarily ). Contractor / Service Provider has the responsibility to arrange the alternate vehicle ( similar vehicle ) when the entitled vehicle is in break – down condition or on 1 day proposed maintenance leave, otherwise the gross amount will be deducted from the owner's bill @ 100 Kilometers per day.
- 6 The contractor shall ensure that no inconvenience is caused to the passenger of the taxi due to non compliance of rules and regulations pertaining to running of the vehicles under the Motor Vehicle Act and other Statutory provisions.
- 7 In case of non – satisfactory performance / service or poor condition of the vehicle, the BHEL reserves the right to terminate the contract any time without giving notice and without any financial implications to BHEL.
- 8 **Arbitration :**  
If any time, any question, dispute or difference on matter connected with this work order should arise, the same shall be referred for arbitration to a person nominated in this behalf by Unit Head, BHEL, CSU & FP, Jagdishpur the award shall be final and binding on both parties.
- 9 **Jurisdiction :**  
The disputes, if any, arising out of this contract will be subject to the jurisdictions of Hon'able Courts in District Sultanpur only.
- 10 Evaluation shall be done on the basis of cost quoted against monthly charges upto 2500 KM / month Sl. No. ( a ) as mentioned in Price Bid Part – II and the order shall be placed on L-1 only.
- 11 All further amendments, revisions, corrigendum, clarifications etc. if any shall be published only at our website [www.bhel.com/tender/tender\\_home.php](http://www.bhel.com/tender/tender_home.php) and not through press advertisements.
- 12 Service Provider shall deploy the demanded / required vehicle within 30 days from the date of LOI / WO after necessarily failing which BHEL may initiate the action against service provider as deemed fit and EMD / SD may be forfeited.

Yours Sincerely

For and on behalf of BHEL

( Sign. & Seal of Contractor )