



Bharat Heavy Electricals Limited

Centralized Stamping Unit & Fabrication Plant

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

Phone: 05361 – 224121, 224150, Fax: 05361 - 2224121

TENDER DETAILS

Tender No. & Dated	1. BHEL / CSU & FP /TIGAC / 1416 / 1 dated 22/07/2014 2. BHEL / CSU & FP /TICAC / 1416 / 2 dated 22/07/2014
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 Indigo / AC (02 Nos.) & TATA Indica A/c (01 No.) Taxi permit car on contract basis for a period of two year.
EMD Value	Rs. 10000/- (Rupees Ten Thousand only for 02 vehicles - Indigo) or Rs. 5,000/- (Rupees Five thousand only for 1vehicle - Indica).
Security Deposit	Rs. 60000/- (Rupees Sixty Thousand only for 2 Vehicles – Indigo) or Rs. 30000/- (Rupees Thirty thousand only for 1 vehicle – Indica).
Type of Bid	Two Part Bid (Part – 1 : Techno Cum Commercial Bid & Part – 2 : Price Bid)
Dated of issue of notification	22/07/2014
Date of Closer of Sale of Tender Documents	Up to 12/08/2014 (2:00 PM)
Date of submission of completed documents	Up to 12/08/2014 (2 :30 PM)
Date of opening of Techno Commercial Bid	12/08/2014 (3:00 PM)

The Tender documents can be taken from the Office of Sr. Officer [HR] on any working day from 22/07/2014 to 12/08/2014 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 / TICAC / 1416 / 2

Dated : 22.07.2014

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

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

Dear Sir,

With reference to Tender Enquiry No. BHEL / CSU & FP / TICAC / 1416 / 2 dated 22.07.2014 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 :

- a) Copy of Taxi Permit enclosed
or
will be provided within 30 days after receipt of your order.
- b) Commercial licence of the Driver enclosed.
or
Copy of Commercial Licence of the Driver will be provided within 30 days after receipt of your order.
- c) 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. 5,000/- (encl.)
- d) Copy of PAN Card enclosed.
- e) Service Tax Registration No. (if applicable)
- f) New vehicles will be provided within 30 days after receipt of your order.
- g) All documents duly signed with stamp for acceptance.

Note : Order will be placed on the basis of L – 1.

Your Sincerely,

Signature with Seal

Name :

Address.....

.....

.....

Mobile No.....

1/c



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

Tender No. BHEL / CSU & FP / TICAC / 1416 / 2

Dated : 22.07.2014

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

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 3000 KM per month : Rs./-
(A/C w.e.f. 1st April to 30th September and
Non A/C w.e.f. 1st October to 31st March)
- b) Extra per KM rate beyond 3000 KM running : Rs. 9/- / 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 : On actual
- f) Service Tax shall be reimbursed on actual : On actual
[if applicable]

Your Sincerely,

Signature with Seal

Name :

Address.....

.....

.....

Mobile No.....

2/c



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GENERAL TERMS & CONDITIONS FOR TAXI HIRING CONTRACT

BHEL / CSU & FP / TICAC / 1416 / 2

Date: 22.07.2014

To,

M/s.

.....

.....

.....

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

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

Qualification Criteria :

1. At least 2 Nos. Vehicles shall be in the name of company / proprietor [copy of Registrations of 2 Nos. vehicles must be enclosed].
2. Driver should have Commercial Driving License [copy of Commercial Driving Licence should be enclosed at the time of submitting the tender documents or will provide within 30 days after receipt of order].

Vehicle:

1. Period of hire shall be for two years (24 Months) from the date of LOI / Work Order by BHEL. The contract can be extended by mutual consent for further period of one year (12 Months). The Work Order can be terminated by giving 02 month notice from either side.
2. EMD Rs. 5000/- (Rupees Five Thousands for 01 No. TATA Indica) will be deposited by the contractor towards Earnest Money Deposit along with the tender documents. 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 execution of work order with the successful bidder's.
3. Security Deposit : 50% Security Deposit i.e. Rs 15000/- (Rupees Fifteen Thousand) must be deposited at the time of receiving LOI / WO. Contractor will be informed well in advance. Rs 15000/- (Rupees Fifteen Thousand) remaining 50% SD shall be recovered from monthly Bills @ 10% of gross value of each bill till the total SD is recovered.

3/C



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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 at Clause No. a of Price Bid Format Part II.
6. In no case a vehicle i.e. not registered , shall be supplied to 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 suitable 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. Vendor 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 The contractor shall provide driver, in proper uniform fully conversant with different routes to undertake journey by the shortest route.
- 2 The driver should always be polite, courteous and able to communicate properly.
- 3 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 store items 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.

4/c



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- 4 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.
- 5 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 or the agency has 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.
- 6 He will abide by all the rules & regulation required for drivers of commercial vehicle. He must be provided a mobile by the contractor.
- 7 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.

Price Variation Clause :

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

$$\text{PVC [Rs. / KM]} = \frac{\text{Revised fuel rate / Ltr} - \text{Rs. 62.90 / Ltr}}{16}$$

- **Vehicle mileage considered in 16 KM / Ltr.**
- Base Rate taken as on 10.06.2014 i.e. Rs.62.90 / Ltr.

- 2 Fuel cost @ Rs. 16 KM / Ltr. will be deducted from monthly bill of contractor in case vehicle run less than 3000 KM per month.

Validity of Rates :

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

Billing & payment :

- 1 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.
- 2 TDS shall be deducted at source form Running Bill as per applicable IT Rules and other statutory requirements from time to time applicable.

5/c



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- 3 The company will reimburse the Toll Tax / Parking Charges against production of original receipt and should be claimed by contractor from the company along with the monthly bill. Without proper receipt company is not liable to pay any Toll Tax / Parking Charges.
- 4 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.
- 5 The company 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 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 OT shall be paid per day as applicable.
- 4 The contractor shall ensure the running of taxi on the stipulated timing given by the company and also in compliance to any further direction given by the officials of the company or officials travelling by the taxi.
- 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 user 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.

6/c



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- 7 In case of non – satisfactory performance / service or poor condition of the vehicle, the management reserves the right to terminate the contract any time without giving notice and without any financial implications to Company.
- 8 In case of dispute of any kind and in any respect whatsoever, the decision of BHEL, Jagdishpur shall be final and binding.
- 9 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 delivered cost to BHEL for each vehicle separately.

Yours Sincerely

(Sign. & Seal of Contractor)

For and on behalf of BHEL


22/07/14

F/C



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

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

Dated : 22.07.2014

To,

Sr. Officer [HR],

CSU & FP, BHEL, Jagdishpur.

Techno-Commercial Bid Part – I for 2 Nos. Brand New TATA Indigo A/C Model CR4 BS4 ECS VXL

Sub : Sealed Tender for hiring of 2 Nos. Brand New TATA Indigo A/c Model CR4 BS4 ECS VXL.

Dear Sir,

With reference to Tender Enquiry No. BHEL / CSU & FP / TIGAC / 1416 / 1 dated 22.07.2014 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 :

- a) Copy of Taxi Permit enclosed
or
will be provided within 30 days after receipt of your order.
- b) Commercial licence of the Driver enclosed.
or
Copy of Commercial Licence of the Driver will be provided within 30 days after receipt of your order.
- c) 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. 10,000/- (encl.)
- d) Copy of PAN Card enclosed.
- e) Service Tax Registration No. (if applicable)
- f) New vehicles will be provided within 30 days after receipt of your order.
- g) All documents duly signed with stamp for acceptance.

Note : Order will be placed on the basis of L – 1.

Your Sincerely,

Signature with Seal

Name :

Address.....

.....

.....

Mobile No.....



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

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

Dated : 22.07.2014

To,

Sr. Officer [HR],

CSU & FP, BHEL, Jagdishpur.

Price Bid Format Part – II for 2 Nos. Brand New TATA Indigo A/C Model CR4 BS4 ECS VXL

We are quoting our minimum rates in the following format for deployment of New TATA Indigo A/c Model CR4 BS4 ECS VXL 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. 10/- / 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 | : On actual |
| f) Service Tax shall be reimbursed on actual | : On actual |
| [if applicable] | |

Your Sincerely,

Signature with Seal

Name :

Address.....

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.....

Mobile No.....



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GENERAL TERMS & CONDITIONS FOR TAXI HIRING CONTRACT

BHEL / CSU & FP / TIGAC / 1416 / 1

Date: 22.07.2014

To,

M/s.

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.....

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Sub : Open Tender Enquiry for deployment of 2 Nos. Brand New TATA Indigo A/C Model CR4 BS4 ECS VXL.

Kindly quote your minimum rates in the following format for deployment of 2 Nos. TATA Indigo A/C Model CR4 BS4 ECS VXL with Taxi Permit and Driver should carry Commercial Driving License at BHEL, CSU & FP, Jagdishpur.

Qualification Criteria :

1. At least 2 Nos. Vehicles shall be in the name of company / proprietor [copy of Registrations of 2 Nos. vehicles must be enclosed].
2. Driver should have Commercial Driving License [copy of Commercial Driving Licence should be enclosed at the time of submitting the tender documents or will provide within 30 days after receipt of order].

Vehicle:

1. Period of hire shall be for two years (24 Months) from the date of LOI / Work Order by BHEL. The contract can be extended by mutual consent for further period of one year (12 Months). The Work Order can be terminated by giving 02 month notice from either side.
2. EMD Rs. 10,000/- (Rupees Ten Thousands for 02 Nos. TATA Indigo) will be deposited by the contractor towards Earnest Money Deposit along with the tender documents. 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 execution of work order with the successful bidder's.
3. Security Deposit : 50% Security Deposit i.e. Rs 30,000/- (Rupees Thirty Thousand for 02 Nos. TATA Indigo) must be deposited at the time of receiving LOI / WO. Contractor will be informed well in advance. Rs 30,000/- (Rupees Thirty Thousand 02 Nos. TATA Indigo) 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 / Heating) should remain in operation as per requirement of travelling officials.
6. In no case a vehicle i.e. not registered , shall be supplied to 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 suitable 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. Vendor 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 The contractor shall provide driver, in proper uniform fully conversant with different routes to undertake journey by the shortest route.
- 2 The driver should always be polite, courteous and able to communicate properly.
- 3 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 store items 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.

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- 4 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.
- 5 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 or the agency has 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.
- 6 He will abide by all the rules & regulation required for drivers of commercial vehicle. He must be provided a mobile by the contractor.
- 7 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.

Price Variation Clause :

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

$$\text{PVC [Rs. / KM]} = \frac{\text{Revised fuel rate / Ltr} - \text{Rs. 62.90 / Ltr}}{16}$$

- **Vehicle mileage considered in 16 KM / Ltr.**
- Base Rate taken as on 10.06.2014 i.e. Rs.62.90 / Ltr.

- 2 Fuel cost @ Rs. 16 KM / Ltr. will be deducted from monthly bill of contractor in case vehicle run less than 2500 KM per month.

Validity of Rates :

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

Billing & payment :

- 1 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.
- 2 TDS shall be deducted at source form Running Bill as per applicable IT Rules and other statutory requirements from time to time applicable.

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- 3 The company will reimburse the Toll Tax / Parking Charges against production of original receipt and should be claimed by contractor from the company along with the monthly bill. Without proper receipt company is not liable to pay any Toll Tax / Parking Charges.
- 4 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.
- 5 The company 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 BHEL, CSU & FP, Jagdishpur during the 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 OT shall be paid per day as applicable.
- 4 The contractor shall ensure the running of taxi on the stipulated timing given by the company and also in compliance to any further direction given by the officials of the company or officials travelling by the taxi.
- 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 user 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.

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- 7 In case of non – satisfactory performance / service or poor condition of the vehicle, the management reserves the right to terminate the contract any time without giving notice and without any financial implications to Company.
- 8 In case of dispute of any kind and in any respect whatsoever, the decision of BHEL, Jagdishpur shall be final and binding.
- 9 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 delivered cost to BHEL for each vehicle separately.

Yours Sincerely

(Sign. & Seal of Contractor)

For and on behalf of BHEL


22/07/14

F/G