

BHARAT HEAVY ELECTRICALS LIMITED
RAMACHANDRAPURAM – HYDERABAD – 502032

C&PR TRANSPORT SECTION

Phone No. 040-23184680/2525/2590

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Tender Notice No: HY/C&PR/TPT/Tata_Sumo_2No/2017-19

26-Jan-2017

Tender in two parts (Techno-commercial & Price bid) will be received by the undersigned in sealed cover from the contractors satisfying the pre-qualification requirements for hiring of Tata Sumos (2 No's) for 2 years. The following should be legibly written on the cover – Tender notice number, tender date, name of work, due date of opening. Tenders will be opened at 13:30 hrs on the due date in the presence of bidders or their authorized representatives in BHEL, Administrative Building (Vendor Complex) Ramachandrapuram, Hyderabad - 32.

1	Name of the work	:	Hiring of 2 Non AC Tata sumo vehicles for a period of 2 years @24 hrs operation per day
2	Earnest Money Deposit	:	a. For Tata sumo 1 (Township) Rs.30,500/- (Thirty thousand five hundred rupees only) b. For Tata Sumo 2 (CISF) Rs.29,000/- (Twenty Nine thousand rupees only)
3	Estimated Cost	:	a. Tata Sumo 1 : 15.25 lakh + Taxes b. Tata Sumo 2 : Rs.14.30 lakh + Taxes
4	Cost of Tender Documents	:	Rs.500/- (non-refundable)
5	Tender Sale start Date	:	26-Jan-2017
6	Tender Sale Close Date	:	16-Jan-2017 – 1100 Hrs
7	Last Date of receipt of tenders	:	17-Feb-2017 – 1100 Hrs
8	Date & time of opening of tenders	:	17-Feb-2017 – 1330 Hrs

Name & Address of the contractor:

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Tenderers are requested to sign and put seal on all pages of tender documents and submit.

Signature of Contractor

PRE QUALIFICATION REQUIREMENTS

The following conditions have to be satisfied by the tenderer, with documentary proof to be enclosed with tender bid (Technical):

i) Average annual financial turnover during the last 3 years, ending 31st March of the previous financial year (should submit balance sheet & P&L account for last 3 years – preferably certified by Chartered Accountant), should be at least 30% of the estimated cost. Further, the tenderer fail to submit the figure (s) for 3 years (2013-14, 2014-15 & 2015-16), non-submitted year will be considered as “0” (Zero) for averaging the turnover. In the 3 years turnover, previous year turnover is compulsory.

ii) Particulars of experience / credentials for the works executed of similar nature during not older than 7 years (Completion and experience certificate of the works to be enclosed) ending last day of month previous to the one in which applications are invited should be either of the following:

a. Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.

OR

b. Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.

OR

c. One similar completed work costing not less than the amount equal to 80% of the estimated cost.

Similar works: Definition “Tata SUMO”

Contractor should have executed the work of hiring of Tata sumo or any similar commercial vehicle.

d. Experience certificate issued by BHEL, RC Puram in case any work executed in BHEL, RC Puram is to be enclosed. Any adverse remarks in the experience certificate will be a disqualification factor.

Signature of Contractor

In case of other than BHEL experience supporting documents such as Purchase Order / LOI/ Agreement along with Form 26AS to be enclosed.

iii) "The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firm, shall be rejected. The list of banned firms is available on BHEL website www.bhel.com".

v) Service Tax certificate to be submitted if Annual Turnover crosses 10Lakhs.

vi) PAN No. (In case not available, proof of having applied with acknowledgement from concerned authority).

vii) All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST).

viii) Document Fee (Rs. 500/-) (Non-refundable)

ix) EMD (Banker's cheque/Demand Draft/Cash Receipt)

OR

One Time EMD Valid certificate issued by competent authority in case of existing contractors of BHEL RC Puram.

x) Vehicle document proof(s) (vehicle shall be in the name of contractor only)

xi) Fitness certificate of Drivers

a) Fitness certificate issued by BHEL General Hospital.

b) Color vision test (color blindness check) certificate to be issued by BHEL General Hospital.

Signature of Contractor

General:

1. BHEL, RCPuram, Hyderabad needs 2 Non AC Tata Sumo's for the use of BHEL Township Administration and BHEL CISF patrolling activities for a period of 2 years (all days @24hrs a day) along with drivers.
2. ***The Tata Sumo Vehicles (2No's) should be of January 2016 or later models and the maximum kilometer run for each sumo should not exceed 30000 km.***
3. A) The Basic Km run per month for Tata Sumo 1 (Township) is 3500 km and the maximum extra km run per month is 500 km. No payment shall be made in case the vehicle crosses the maximum km limit.
B) The Basic Km run per month for Tata Sumo 2 (CISF) is 2000km and the maximum extra km run per month is limited to 400km. No payment shall be made in case the vehicle crosses the maximum km limit.
4. Contractors in possession of ONE and / or TWO non AC Tata Sumos (as mentioned above) shall submit all the below mentioned documents at the time of submission of tender. The Tata Sumos shall be in the name of Contractor only. Tata Sumos on partnership deeds/on power of attorneys/authorizations and on lease basis are not accepted.
5. Contractors not in possession of Tata Sumos can also take part in tender process by submitting the undertaking form in Annexure II. However, tenderer should submit the documents for Tata Sumos at the time of producing the vehicles for inspection within 15 days (if contract is awarded) from the date of Issue of WORK ORDER/LOI.
6. A contractor can quote for **ONE/TWO** Tata sumo(s).

Documents to be submitted for technical qualification

1. Registration documents of 2 (TWO) non AC Tata Sumo(s) or Undertaking letter
2. Valid driving licenses of at least 3 drivers for each vehicle
3. PAN card copy
4. Payment details of EMD.
5. Document Fee payment details of Rs.500/- (non-refundable)

Signature of Contractor

If any of the above mentioned documents are not submitted, the tenderer may be Technically disqualified.

As mentioned earlier, tenderer shall submit their offer in two part bids as follows

- I. **Techno-commercial bid** consisting of Annexure – I and Annexure – II duly signed (with seal) on all pages along with all the documents/proofs as indicated in “Pre-qualification Requirements” and DDs original for Rs.500/- (cost of tender documents) & Earnest Money Deposit for Rs.60,000/- as indicated above.
- II. **Price bid** duly filled in & duly signed (with seal) consisting of Annexure – III

The above two bids are to be placed in separate covers duly sealed. The cover for Techno-commercial bid should be super-scribed as “Techno-commercial bid for Hiring of 2 Non AC TATA SUMO’s” and Price bid shall be super-scribed as “Price bid for Hiring of 2 Non-AC TATA SUMO’s”

Both the above two envelopes shall be kept into another sealed cover. The cover shall be super-scribed with “Quotation for Hiring of 2 Non-AC Tata sumos for a period of 2 years @24hrs operation per day” and shall be sent to **Tender Box, Vendor Complex, Admn. Bldg. Bharat Heavy Electricals Limited, Ramachandrapuram, Hyderabad – 502032.**

BHEL will not be responsible for any postal delays. *All corrigenda, addenda, amendments, time extensions clarifications, etc., to the tender will be hosted on BHEL website (www.bhel.com) only. Bidders should regularly visit BHEL website to keep themselves updated.*

Signature of Contractor

BHARAT HEAVY ELECTRICALS LIMITED
RAMACHANDRAPURAM – HYDERABAD – 502032
C&PR TRANSPORT SECTION

Tender Notice No: HY/C&PR/TPT/Tata_Sumo_2No/2016-18

Date: 26-Jan-2017

Name of Job Work: Hiring of Non – AC Tata sumo vehicles (2 No's) for a period of 2 years.

The tender schedule must be submitted along with the general conditions, special terms & conditions enclosed herewith duly signed & stamped on each page with bidders covering letter. Quotations should be typed on tender schedules only. Any deviations/deletions should be brought out separately on bidders letter pad and enclosed to the bid documents.

Following to be filled up by the bidder:

1.	Name of the Contractor/Contact Person	
2.	Full Address	
3.	Phone no./Fax no./Mobile No.	
4.	E-mail Id	
5.	Service Tax Registration Details (Copy to be enclosed)	
6.	PAN Number	
7.	Quotation Validity – 90 days from opening date of techno-commercial bids	
8.	Document Fee details	
9.	EMD – details	
10.	Security Deposit Clause – Acceptance (See terms & conditions for details)	
10.	Submitted Vehicle Document proof	Yes/No
11.	No. of vehicles quoted for (Please tick)	a) Tata Sumo 1 (@3500 km/month) b) Tata Sumo 2 (@2000km / months)
12.	BHEL Supplier Code (if present)	
13.	Meter Reading as on date of Technical bid submission	a) Sumo 1 : b) Sumo 2 :

Signature of Contractor

ANNEXURE-I

Terms & conditions for entering into rate contract for “**Hiring of 2 Non AC Tata sumo’s for a period of Two years**” for the use of BHEL, RCPuram, Hyderabad – 502 032.

1. The contractor should provide TWO non AC Tata Sumos along with drivers (having valid driving licences) for a period of 2 years on all days @ 24 hrs per day.
2. The Basic rates should be quoted separately in Annexure-III which is enclosed (Price bid). Payment shall be made for extra km and as per the limits mentioned earlier. Fuel is in the scope of the contractor only.
3. Once the contract is finalized, both the Tata Sumos should be at the operational disposal of BHEL during the entire contract period.
4. All the offers received will be scrutinized and only the technically qualified offers will be considered. Technically not qualified offers will be rejected.
5. All entries in the tender should be clearly written in ink and all corrections are to be duly attested by the tenderer.
6. Issue of tender documents does not mean that the bidder fulfills the qualifying requirements of the contract.
7. Submission of offer shall mean that the bidder has read the bid documents and agrees to abide by the terms and conditions mentioned in the documents.
8. Quotation should be valid for a period of ninety days from the date of opening of the techno-commercial bid.
9. No other person except contractor’s authorized representative will be allowed in BHEL premises.
10. Within BHEL premises, the contractor’s personnel should not do any work other than their normal duties.
11. Transport contractor should provide cell phone to the driver to facilitate communication at the time of emergencies/ breakdowns/accidents and any other important message to the contractor.
12. Contractor is solely responsible for payment of wages/salaries and allowances to his personnel. BHEL will have no liability whatsoever in this regard.
13. The contractor shall arrange alternate driver immediately in case the driver falls ill, is on leave or absconds from duty.
14. The contractor shall make available relief non AC Tata Sumo immediately in the event of any breakdown or accident. Such relief Tata Sumo will be subject to the same conditions of maintenance and compliance with statutory requirements as those covered by the contract.
15. The Transport contractor should obtain at his own cost, all required permits, licenses, pollution certificate etc., and its renewals for running his vehicle without break or any type of difficulty during the entire contract period. Failure to maintain these requirements will entail BHEL for cancellation of the contract and forfeit the Security Deposit.
16. If the transport contractor is not able to provide his Tata Sumo continuously, alternate arrangement will be made by BHEL and the extra cost incurred will be recovered from the transport contractors pending bills or from security deposit.

Signature of Contractor

17. Transport contractor has to obtain insurance cover for his vehicle, employees, equipment/tools/tackles etc. and take comprehensive insurance coverage at his own cost. BHEL will not be responsible for any loss, damage, pilferage of his property and / or his employees.
18. Contractor shall be directly responsible for providing necessary staff like licensed drivers with the prescribed uniform. He will also be responsible for their courteous behavior toward the CISF authorities and BHEL authorities.
19. The Tata Sumos should be registered duly insured i.e. comprehensive insurance and the same should be renewed from time to time during contract period at own cost. Transport contractor will be fully responsible for the safe movement inside the factory premises.
20. The transport contractor should abide by the company's CISF security rules and shall provide safety PPEs (Personnel Protection Equipment) to the drivers.
21. The transport contractor shall ensure that Tata Sumos deployed under this contract agreement are covered by a comprehensive insurance policy. Under no circumstances shall BHEL be liable to compensate for any loss or damage that may be caused to the Tata Sumos by accidents or complications arising out of such contingencies like fire, theft, riots, strikes and terrorism damage whether inside or outside BHEL premises while engaged.
22. In case BHEL be held liable for any loss, damage or compensation to third parties arising from or in relation to transport operations done by the transport contractor, such loss, damage or compensation shall be paid by the transport contractor to BHEL together with the costs incurred by BHEL on any legal proceedings pertaining thereto.
23. The contractor is directly responsible for injuries/death of vehicle driver or any person employed by him as well as to the third party occupants or other users arising due to accident or otherwise of vehicle during the contractual period. At any point of time, BHEL will not be responsible for any loss/damage either to the person or to the vehicle arising out of accident of the vehicle for performing the contractual obligations.
24. The transport contractor will have to indemnify BHEL against the following, in case the same is thrust upon BHEL
 - a) All claims for injury or damage to any person property caused by his negligence or negligence of his employees while on operation are to be settled by contractor.
 - b) Failure in observance of labor and industrial laws by the contractor.
 - c) All claims by way of compensation and all other types of unforeseen claims which may occur in the course of contract incurred by contractor.
 - d) All payments by way of compensation or otherwise which BHEL may be called upon to make under the provisions of the relevant acts to any workmen as aforesaid and any cost incurred by BHEL in connection with any claim preferred by such workmen and or against all action, claim and demands whatever in respect thereof or in any loss, injury or damages whatever to any third person arising out of this contract by the transport contractor, their workmen servants or agents shall be recovered from contractor.
 - e) For all claims, payments and losses that BHEL may have to make or suffer on account thereof the transport contractor shall wherever required to do so by BHEL or Govt. officials authorized under law, produce for inspection all forms, register and other papers required to be maintained under various statutes.

Signature of Contractor

25. Any amount recoverable from transport contractor towards the loss/damage will be recovered from the outstanding payments due or from security deposit. In case the amount is insufficient for such recoveries, transport contractor shall make good the balance amount by remitting in the cash office at BHEL. The company reserves the right to enter into parallel contracts for the same period or any part thereof.
26. BHEL reserves the right to refuse/cancel the tender at any stage without assigning any reason.
27. BHEL reserves its right to refuse/engage the vehicle if the driver or the vehicle does not conform to any of the regulations of MV Act or TSMV Rules or blacklisted contractor of BHEL, Hyderabad-502032.
28. This contract may be terminated at any time without paying compensation whatsoever to the transport contractor in case of misbehavior, disobedience, dishonesty, clandestine insolvency, any court order, non-sanction of road permit or any other related activities on their part or their failure to fulfill the terms and conditions of this agreement.
- 29. The Rates quoted shall remain valid for entire contract period. However reimbursement / recovery will be made for increase / decrease only in the cost of fuel. No other variations other than the cost of fuel will be allowed by BHEL during the tenure of the contract period. The escalation is based upon diesel cost on the date of opening of technical bids. Escalation for increase / decrease in diesel cost will be reimbursed / recovered at the rate of 0.0083 rupee per KM for every 10 paise per liter increase / decrease in fuel cost. The escalation is applicable at actual KM run for reimbursement / recovery.**
30. An amount towards EMD shall be paid by demand draft drawn in the name of "Bharat Heavy Electricals Limited" payable at Hyderabad and shall be enclosed to the technical bid. No interest will be paid on EMD. The EMD is returned to the unsuccessful bidder only after one month from the date of finalization of tender.
31. EMD – Earnest Money Deposit will be forfeited in case of the following:
 - a) On withdrawal of the bid or increase in rates or changes in the bid conditions after opening of tender.
 - b) On refusal to enter into a contract after the contract is awarded.
 - c) In case of cheating, committing frauds, providing false information during any stage of tender process.
 - d) If the successful tenderer does not commence the service from the date indicated in Letter of Intent (LOI).
32. EMD furnished by the successful bidder will be adjusted as part security deposit towards contract performance guarantee and shall be refunded within three months of the date of expiry/ completion/revocation of the contract. In the event of the agency failing to comply with any provision of the contract, the security deposit shall be forfeited by BHEL.
33. Successful tenderer shall pay a Security Deposit as per the works policy 2016 of the overall contract value (5% of the contract value).

Security Deposit:

 - a) Cash (as permissible under income tax act)

Signature of Contractor

- b) The successful tenderers EMD paid will be converted and adjusted into Security Deposit.
 - c) Minimum 50% of the Security Deposit amount should be paid by Cash or Demand Draft at the time of agreement and before commencing the contract, balance 50% to be recovered from Monthly bills to the Maximum of 5% of the Total Contract value.
 - d) The Security Deposit will not carry any interest and will be paid after successful completion of contract to BHELs satisfaction.
34. The transport contractor shall submit his bills on 5th day of the following month. The trips will be authorized by the user dept. In case the bills are not submitted by 5th of the following month, these bills cannot be settled in the month in which the bills are received. All payments will be made only in the name of the party mentioned in R.C. Book on whose name it is registered.
 35. The orders, notices or any correspondence to the transport contractor will be sent to the address furnished by registered post. This is deemed to have been served on the transporter, on date of report of delivery of such correspondence. The transport contractor shall carry out the orders without any delay.
 36. Withdrawal of contract during the contract period will entail BHEL, not only forfeiture of security deposit, but also to appoint other transporter at the risk and cost of the contractor.
 37. Soon after the acceptance of the tender, the transport contractor shall enter into an agreement with M/s BHEL, RCPuram, Hyderabad – 502 032. The agreement shall be entered on non-judicial stamp paper of the value of `200/- to be purchased by the transport contractor at his own cost.
 38. M/s BHEL, RCPuram, Hyderabad-502032 reserves the right to accept any tender or part of any tender without assigning any reasons thereof irrespective of the fact whether the accepted tender is the lowest or not.
 39. The contract once finalized will be valid till 2 years from the date of commencement of work. BHEL has the right to cancel the contract in case of poor or bad service. The contract can be extended further for a period of 3 months on same scope, rates, terms and conditions on mutual acceptance.
 40. In case of any suit or other legal proceedings arising out of and relating to the contract to be entered into, the courts at Hyderabad/Secunderabad and Sangareddy in Medak District only shall have the jurisdiction.
 41. Tax will be deducted at source from the running bills as per the applicable income tax rules and other statutory requirements.
 42. Any dispute arising not of this contract should be referred to the sole arbitration of General Manager/Logistics, C&PR of BHEL, RC Puram, Hyderabad-32 or his authorized representative and whose decision shall be final and binding on both the parties.
 43. The transport contractor should ensure that the drivers of Tata Sumos shall meet the following.
 - a) Minimum of 2yrs experience of driving vehicles with proof of valid license (heavy goods vehicle).
 - b) Keep the vehicle neat and clean and maintain time.
 - c) The driver shall not smoke/drink while on duty.

Signature of Contractor

44. The basic rates in Annexure – III should be on 'PER DAY' basis only. All other basis (even if interpolated to monthly or yearly basis) will not be accepted. If the rates are unusually high or unusually low, the offer may be technically disqualified.
45. The contractor is responsible for engaging the required no. of drivers/personnel for the 24 hr. operation of the vehicle. He/she is also responsible for the payment of wages for personnel employed by him/her under all applicable statutes. The price quoted by the contractor in the price bid includes all the costs with reference to the above. No extra payment will be done by BHEL
46. On award of contract, the vehicle shall be brought for inspection at BHEL and all the relevant documents like Registration Certificate, Driving License, Comprehensive Insurance, Pollution Certificate, Permit, Road Tax, Fitness Certificate etc., should be produced and kept along with the vehicle while it is on duty.
47. Reverse horn and lights are to be provided.
48. The driver shall be polite, exhibit good behaviour and must have positive attitude in dealing with all people in BHEL. If the driver misbehaves with anybody, contractor shall change the driver or else the contract will be cancelled.
49. The contractor's driver shall maintain the log sheet as per pro-forma given by transport authority. The log sheet should be signed by the user who should indicate opening and closing meter reading details of journey performed with time.
50. Pollution clearance certificate issued by the concerned authorities should be displayed on the front windshield glass prominently as per TSMV act and renew once in every six months.
51. **FINALIZATION OF TENDER:** The price bids of all the technically qualified would be opened and the L1 party would be decided on basic cost. If L1 rates are greater than our estimation, negotiation will be carried out and rates shall be finalized. During finalization of Contractors - In case of tie based on basic rate, the second parameter i.e. rate for extra Kms. will be considered to break the tie. If further tie exists, the third parameter i.e. the latest vehicle/ Less number of Kilometers run will be considered based on the date of manufacturing. If tie still exists a snap bid will be obtained.
52. **PENALTY CLAUSE:** A penalty equivalent to payment per day shall be recovered from the bills or the SD apart from hourly/daily proportional cutting in case the vehicle/driver does not report on any day(s) or is under break down or the vehicle does not carry out the work as instructed by the BHEL nominated person.
53. Any discrepancies in the tender documents shall be brought out separately on a letter.
54. Price bids should not contain any written content other than the quoted prices. Even if any content is written it shall not be considered.

Signature of Contractor

General instructions to bidders:

1.	Bidders are required to go through instructions carefully and complete all the formalities as required. In event of furnishing false or incorrect information, the offers shall be rejected and no correspondence will be entertained in this regard.
2.	Bidders are required to submit the offer in two parts. I) Techno-commercial bid along with un-priced bid II) Price bid. Each bid shall be kept in separate envelopes, which should be properly sealed. Both envelopes shall be put together in a large envelope and shall be submitted to concerned official at Vendor Complex as per the tender date and time.
3.	Bidders are required to ensure that all columns of the bid are duly filled in. If any incorrect rates or unusually low rates are mentioned the offer shall be rejected and no correspondence will be entertained in this regard.
4.	The techno-commercial bid should accompany the Demand Draft for Earnest Money Deposit and cost of tender document along with other relevant supporting documents. In case of non-submission of Earnest Money Deposit/ Document cost along with the technical bid, the offer is liable to be rejected.
5.	Bidders are required to submit duly filled in tender documents before 1100 hrs as mentioned earlier at Vendor Complex, Administrative Building (BHEL).
6.	The techno-commercial bids will be opened on the same day as mentioned earlier at 1330 hrs at Vendor complex, BHEL, RCPuram.
7.	Bidders or bidder's representatives may attend the tender opening on the above mentioned date, time and place. No separate intimation will be given to bidders.
8.	L1 party would be decided based on the 'basic rate'. However, negotiations will be carried out if Rate quoted by L1 party is greater than our estimation.

ANNEXURE - II

UNDER TAKING

(For tenderers not in possession of Tata Sumos at the time of submission of tender documents)

I, undersigned applied for Hiring of Tata Sumo(s) vide tender No. HY/C&PR/TPT/Tata_Sumo_2No's/2016-18, Dt: 26-Jan-2016 given by C&PR Transport Section, BHEL, Ramachandrapuram, Hyderabad – 502032.

In the above said tender I have not submitted the details of Tata Sumo(s) or other documents related to the vehicles as I don't own a Tata Sumo at present.

If I stand L1 in the tender I will physically produce Tata Sumo(s) along with all required documents for inspection within 15 days from the date of issue of Workorder/LOI.

Name, Address of the contractor

Signature of Contractor

ANNEXURE III**PRICE BID**

Price bid for “Hiring of Tata sumo vehicles (2 No’s) for a period of 2 years on all days 24hrs operation per day”

TATA SUMO 1 (@3500km run in a month)			
Sl. No.	Description	Rate	
		In Figures	In Words
1	Rate @24hrs operation per day including driver and fule cost	Rs.	
2	Rate per extra km (beyond 3500km run in a month)	Rs.	

TATA SUMO 2 (@2000km run in a month)			
Sl. No.	Description	Rate	
		In Figures	In Words
1	Rate @24hrs operation per day including driver and fuel cost	Rs.	
2	Rate per extra km (beyond 2000km run in a month)	Rs.	

Service tax and / or other applicable taxes shall be paid extra. Prices should be quoted accordingly.

Name, Address of the Contactor

Mobile Number:

Landline Number:

Signature of Contractor