



EDN: SC&PV:TAXI:GACL:GUJARAT: 02

Date: 25.07.2017



BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. Of India Undertaking)

Electronics Division

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

SC&PV-PVSS Department

Site Office, 15MW (AC) SPV Plant GACL,

CHARANKA-GUJARAT SOLAR PARK

Notice Inviting Tender

for

Hiring of Vehicles

for Official Use at

BHEL EDN Site Office,

CHARANKA-GUJARAT SOLAR PARK

Patan DISTRICT,

GUJARAT-385350 .

DATE OF OPENING OF TENDER- 04-08-2017 AT 1.30 PM

LAST DATE FOR SUBMISSION OF TENDER: 04-08-2017 AT 1.00 PM

NOTICE INVITING TENDER

To,

Sub : Tender enquiry for hiring of Vehicle (one no) Diesel A/C Qualis/Scorpio/Tavera or equivalent vehicle for official use at Charanka-gujarat solar park-Reg Patan District, Gujarat-385350

Sealed bids are invited for hiring of vehicles at Charanka-Gujarat solar park Patan District, Gujarat-385350, for a period of Ten(10) months , which may be extended based on the satisfactory performance of the vendor on the same terms and conditions as specified and agreed. The following details may be carefully studied and considered for responding to the tender enquiry. You are requested to submit your competitive rates in the enclosed rate schedule in a sealed envelope for the above cited work. The Vehicle will operate from Radhanpur, Gujarat to Charanka Solar Park, Gujarat. Offers can be sent by Hand /Post / Courier addressed to “*Ravindra M Savadatti, AGM, SC & PV - COMML. & MKTG, Electronics Division , New Engg. Bldg, 5th floor, P.B. No.2606, Mysore Road, Bangalore-560 026*”

1. No extension of time will be given for submission of offer under any circumstances.
2. Offer covers shall be super scribed with the Tender Enquiry Number, Due date and Time.
3. Offer will be opened at BHEL EDN, Mysore Road, Bangalore-560 026 office after receipt at Bangalore.
4. The offer shall be valid for a period of 90 days from the date of opening of the bid.
5. The rates quoted shall be FIRM. No escalation in rates will be allowed.
6. The rates quoted shall be exclusive of GST, if applicable. Bidder to clearly bring out the GST component in the rate schedule (Section-4).
7. The tender is likely to be finalised in a very short time.
8. The bidder is advised to visit the Site to familiarize themselves with the Site conditions.
9. Advance payment / Interim payment will not be made to the contractor.
10. Latest model / date of purchase of vehicle will be evaluating criteria in case same rates are offered by the Bidders.
11. The Bidder shall have to necessarily submit the documents in support of meeting the qualifying requirements as mentioned in Section-2 along with their offer.

Enquiry comprising of following documents are issued herewith:



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Dy. Manager-BHEL-EDN
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CONTACTOR (SIGN & SEAL)



- a) Section-1 – General Terms
- b) Section-2 – Qualifying Requirements
- c) Section-3 – Scope of work, terms and conditions
- d) Section-4 – Schedule of Rates

Kindly acknowledge the receipt of this tender enquiry. In case the Bidder does not want to bid against this enquiry, a written communication may please be sent to the undersigned before the tender opening date and time.

BHEL reserves the right to cancel or reject the offer either partly or in full without assigning any reasons thereof.

Thanking you,

Yours Faithfully,

For & On behalf of Bharat Heavy Electricals Ltd.,

Ravindra M Savadatti,

AGM, SC & PV - OS

Contact Details :

1. Mr.R.M.Savadatti,

AGM - SC&PV(OS),
5th Floor, NEB, BHEL-EDN,
Mysore Road, Bangalore-26.
Tel. No. :080-26998347/ 9845691227
E-mail : rmsavadatti@bheledn.co.in

2. Mr. R Palanikumar
Dy. Manager (SC&PV)
5th Floor, NEB, BHEL-EDN,
Mysore Road, Bangalore-26.
Tel. No. :080-26998175/7730009990
E-mail : palanikumar@bheledn.co.in

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SECTION-1

GENERAL TERMS

The offer shall be submitted in a single part in a sealed envelope prominently super scribing the Tender Enquiry Number and due date as mentioned in the covering letter.

The bidder is requested to carefully and thoroughly read the instructions/ documents sent to them. For any further clarifications BHEL may be contacted.

The bidder is advised to visit site to familiarize themselves with the site conditions before submitting the offer.

Type of Vehicle : Minimum seating capacity of 6 persons excluding driver. The vehicle must have taxi registration, fitness certificate of RTO/MVI. All the taxes and duties on account of the same will be paid by the bidder.

Payment term : Payment will be made from Headquarters (Bangalore) within 30 days from the date of receipt of bill along with log book entries as certified by the BHEL's site engineer.

Payment can be released by EFT (Electronic Fund Transfer) only. Acceptance for this arrangement to be indicated by the contractor in his offer.

Income tax as applicable shall be deducted while releasing the payment. TDS certificate for the year will be issued in the next financial year. For this purpose contractor shall furnish photo copy of PAN card issued by Income Tax Department.

Sub Contract: The contractor shall not sublet any portion of the contract without written permission of Engineer In-charge.

Arbitration: Except if otherwise provided for in the contract all questions and disputes relating to the specification, instructions, and orders of the execution or failure to execute the same whether arising during the tenure of contract or on completion shall be referred to the sole arbitration of AGM/SC&PV-Comm & Mktg., BHEL-Electronics Division, Bangalore.

Validity : The offer submitted by the contractor shall remain valid for acceptance for a period of 90 days from the date set for opening of tender.

Scope of work and acceptance of terms and conditions: The contractor shall himself obtain all necessary information on local conditions and factors, which may influence or affect his offer. It must be understood and agreed that such factors have been investigated and considered while submitting the offer. Neither any change in the time schedule of the contract nor any financial adjustment arising thereof shall be permitted by BHEL-EDN, which are based on the lack of such clear information or its effect on the cost of the works to the contractor.



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Submission of offer by the contractor implies that he has read all the tender conditions and has made himself aware of

- The scope of work
- Specification of the work to be done
- Local conditions
- Other factors bearing on the execution of work.

Firm price : The rate quoted shall be firm throughout the tenure of the contract and shall be excluding GST and BHEL-EDN shall entertain no claim, whatsoever, on this account.

Validity and termination of the contract: The contract shall be valid initially for a period of **10 (TEN)** months from the date of award which can be extended further on same terms and conditions based on site requirement. The contract may be terminated by BHEL-EDN by giving a notice of **7 (Seven) days'** notice and NO compensation shall be paid for remaining period of the contract period.

Maintenance of vehicle : One day per month shall be allowed for maintenance purpose. In case the vehicle is required for all the days of a months, then charge per day calculated at Monthly rental charges/30 shall be paid extra. In such a case the contractor shall arrange an alternate vehicle, if required.

The monthly rent shall include One day paid Holiday in a month for the routine maintenance of the vehicle. In case due to exigencies of work, paid holiday is not possible. Additional payment shall be made on prorated basis.

Lowest bidder (L1) will be decided based on cumulative quote for item no-1 & 2 of the Annex-1 .

BHEL reserves right to reject any one or all tenders without assigning any reason. It is not binding on BHEL to accept the lowest tender. The general condition of contract of BHEL is applicable.

Quotations as per the Rate Schedule enclosed shall be submitted in Sealed Cover, super scribed with Sub : Hiring of Vehicle dated -- /--/2017 to Ravindra M Savadatti, AGM, SC & PV - COMML. & MKTG, Electronics Division
New Engg. Bldg, 5th floor, P.B. No.2606, Mysore Road, Bangalore-560 026.



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SECTION 2

QUALIFYING REQUIREMENTS

Scope of the work:

Providing One Diesel A/C Qualis/Scorpio/Tavera or equivalent vehicle (Model 2013-2014 or later) with Air-Conditioning in good running condition on monthly hiring contract for the official use of BHEL-EDN staff at BHEL-EDN SITE Office, GACL 15 MW(AC) SPV Plant, Charanka solar Park, Gujarat subject to the terms and conditions stated below.

The bidder preferably shall own the vehicle of model not earlier than 2013 January model having seating capacity of 6 persons (excluding driver) and has to be maintained in good running condition. The vehicle should be registered preferably in the name of bidder. In case the bidder is offering a vehicle not registered in his name, an agreement between the bidder and vehicle owner prior to the date of bid opening, shall have to be produced. The agreement should be valid for the Contract period.

Copies of following documents have to be enclosed along the bid.

Photocopy of the following documents is to be submitted along with this bid:-

1. Vehicle registration certificate
2. Fitness certificate
3. All Gujarat permit / Road tax paid challan
4. Insurance certificate
5. Pollution certificate.
6. Driving license of the driver
7. Affidavit for ownership of vehicle / Agreement between Bidder & owner of the vehicle (Applicable only if bidder is not the owner of the vehicle).
8. Affidavit for Proprietorship
9. GST Registration Certificate (if not registered, a self-declaration to register immediately on award of work)
10. PAN Certificate
11. Proof of vehicle(s) already operating at Radhanpur or nearby area in Gujarat If any.

All documents as applicable shall be self-certified.



SECTION -3

The contractor will be required to provide the vehicle as per following Scope and terms & conditions:

Scope of work, Terms and Conditions

The term "Company" means BHEL-Electronics Division", "RE" means Resident Engineer, BHEL-Electronics Division, Site Office, GACL 15 MW SPV Charanka, Gujarat solar park, Gujarat state" and "Contractor" means Operator of the Vehicle"

1. Vehicle will be deployed for BHEL EDN site office at 15 MW SPV Charanka, Gujarat solar park, Gujarat state for 12 hours duty under the advice of Resident Engineer.
2. Vehicle may be detained beyond 12 hours duty as may be required for which overtime payment at agreed rate per hour shall be paid extra after duty.
3. Payment for vehicle is only for the number of days used.
4. Two days advance information will be given whenever vehicle is not required.
5. The cost of diesel to be borne by the Contractor of vehicle. The cost of diesel for the purpose of billing shall be the actual rate prevailing at Radhanpur on 10th day of month of utilisation.
6. The cost of engine oil and other day to day requirements for keeping the vehicle fit for service to be borne by the Contractor of vehicle.
7. Vehicle may also have to perform out station duties with night halts.
8. After completion of scheduled duty hours as per contract, the contractor will make his own arrangement for parking and safety of the vehicle at his own risk.
9. The vehicle hired must have registration certificate, fitness certificate, road tax paid challan, insurance certificate and pollution certificate or any other statutory requirement/s as per Government / RTO rule. Photocopy of the same on subsequent renewals shall be submitted to Resident Engineer (RE) or as and when demanded.
10. Pollution certificate as per RTO norms will have to be provided during the tenure of the contract or as and when demanded by RE.
11. Proper logbook is to be maintained by the contractor for the vehicle hired. The monthly Running Account (RA)/Final bill will be paid only after submission of complete logbook and as certified by RE.



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12. The vehicle deployed should have standard tools, first aid kit and spare tyre in healthy condition. The vehicle should be maintained clean both inside & outside on a daily basis.
13. Kilometer reading meter of the vehicle shall be in healthy condition. Defective meter shall be set right within 24 hours failing which a deduction of Rs.100/- per day shall be effected.
14. Toll / Border Tax / Parking charges will be reimbursed by BHEL upon production of documentary evidence.
15. In case of non-availability of vehicle for minor / major breakdown, an alternative vehicle shall be with all valid documents shall be arranged by the Contractor. This is allowed only for Seven (7) days within which the repairs be completed.
16. The contractor has to pay minimum wages to the driver/s, have insurance for vehicle, and have workman compensation insurance for driver as per the Gujarat Government notification from time to time considering Driver as a skilled labour.
17. All expenses towards salary of driver/s, repair & maintenance, engine (Mobil) oil, damages due to accident, comprehensive insurance, road tax, or any other renewals, etc. shall have to be met by the Contractor of vehicle.
18. The Contractor has to take necessary Insurance covering for the Vehicle and the Driver/s.
19. The driver/s so deployed must have the valid driving license and have good behaviour. Driver so employed should not be under the influence of liquor OR intoxicated during the duty hours.
20. In case of misbehaviour by the driver/s the contractor has to take immediate action and the decision of RE in this regard will be final and binding.
21. The Driver / Contractor representative will meet the RE regularly to get instructions regarding the deployment of the vehicle.
22. Refusal to perform duty by the driver/s will be treated as non-deployment of vehicle for that particular day and deduction at the rate of three times per day rental charges will be recovered. The decision of RE will be final for effecting such penalty after evaluating the merit of such incidence.



23. In the event of the deployed vehicle meets with any accident, **no claim** on account of damage to the vehicle or the persons travelling in such vehicle, including the driver can be claimed by the Contractor from BHEL.
24. Should the vehicle deployed by the contractor meet with an accident due to reasons attributable to the contractor or his employees and cause damage to the persons/property of the company, the contractor shall be liable to make good such losses in the manner as prescribed by the company.
25. The contractor shall cover this risk (as called in point 16) adequately by obtaining comprehensive insurance policies. The company shall not bear any expenses on this account.
26. The contractor shall indemnify the company from all claims for injuries caused to any person whether workmen or not while in or upon the works or the site for the same and the company shall not be liable to defend any claim brought under workmen's compensation act or any of its subsequent amendments..
27. The company shall further be entitled to recover the amount so paid by way of compensation under the aforesaid act or under any other law by deducting the sum from RA or from any other sum due to him.
28. The bill along with log book and any other document/s as required by Resident Engineer will be submitted to EDN site office on completion of a month.
29. Vendors shall provide their state wise list of GSTIN number as per Govt of India Statute.
30. If the vendor is below the threshold limit, viz Rs.20. lacs as per existing provisions, then a declaration to be provided to that effect along with copy of accounts, failing which the supplier will be treated as an Unregistered dealer (URD) for which tax is payable on reverse charge (RCM) by BHEL.
31. If the vendor is above the threshold limit & is yet not registered, GST is payable by BHEL on reverse charge basis.
32. Invoice should contain all particulars as per invoice Rules and should include the GST registration number (GSTIN) , service accounting code (SAC) apart from all other details mentioned.
33. In case GST is payable on reverse charge (RCM) invoice should mention that tax is payable on reverse charge
34. All services in the course of business or furtherance of business are eligible to credit subject to other compliances listed herein.



35. If service is eligible for credit, then the credit can be availed only if the invoice is as per the prescribed format, the supplier has uploaded the invoice in the GSTN portal, paid the taxes & uploaded the return, and matches with our inward data, failing which any avilment of credit attracts interest.
36. Even in case of services where credit is not eligible,(i) either the supplier should have registered (if above threshold limit) & comply with all above statutory provisions relating to invoice, tax remittance, return filing etc. This can be verified by BHEL from the GSTN portal OR (ii) if not registered BHEL shall be liable to pay applicable taxes on reverse charge
37. For any deficiency in services, where a recovery is made / adjusted in supplier bills, the supplier has to raise a credit note on BHEL & upload in GSTN portal. All above rules applicable for invoice also apply for credit note.

A handwritten signature in blue ink, appearing to be 'R. Palanikumar', is located at the bottom left of the page.

SECTION-4**Annex-1 .****Rate Schedule****Name of the Agency:****Address,**.....
.....**Mobile No.**.....**Mail:**.....**Vehicle Type & Model:** _____

Sl. No.	Description of Item	Rate(AC Tavera/Scorpio/Qualis)	In words.
1	Monthly Hire charge	Rs.	Rs _____ _____
2	Diesel consumption @ kmplKM/Ltr.	_____ Km/ltr
3	Rate per KM beyond 4500 KM	Rs.	
4	Over time allowance - rate per hour for duty performed beyond 12 hours.	Rs.	

All rates are excluding GST**Note:**

1. *These Rates shall be entered in figures as well as in words. In case of difference in rates between words and figures THE LESSER OF THE TWO will be treated as valid rate.*
2. *Lowest bidder will be decided on overall cost assuming one month hire charges plus 4500 km of running and diesel consumption.*
3. *For evaluation purpose, Diesel rate of Radhanpur, Gujarat state on the date of tender opening will be considered.*

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