



NIT No.: EDN: PVENGG: TAXI: WBPDC: 02

Date: 24/06/2020



BHARAT HEAVY ELECTRICALS LIMITED

(A GOVT. OF INDIA UNDERTAKING)

ELECTRONICS DIVISION

P.B. No.2606, MYSORE ROAD, BANGALORE-560 026.

Tender document for hiring of One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and from BHEL-EDN site office, at 5MW Floating SPV Project, WBPDC, Sagardighi.

Tender document submission due Date : 03/07/2020 by 13:00 Hours

Tender should be submitted through email.
(Instructions for mode of submission are given separately)

Tender opening Date : 03/07/2020 at 13:30 Hours

Earnest Money Deposit: NA

Queries to be addressed to

**N Yaswanth
Dy.Manager(SC&PV-Engg)
BHEL EDN,
Contact No:(080) 26998251
M: 9642986518**



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NOTICE INVITING TENDER

Sub: Hiring of One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and fro BHEL-EDN site office, at 5MW Floating SPV Project, WBPDCCL, Sagardighi.

Bids are invited for One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and fro BHEL-EDN site office, at 5MW Floating SPV Project, WBPDCCL, Sagardighi. for a period of three **(3) months** and contract may be extended for another three(3) months on same terms and conditions. The following details may be carefully studied and considered in responding to the Tender Enquiry. You are requested to submit your competitive rates in the enclosed rate schedule for the cited work.

1. The offer shall be valid for a period of 90 days from the date of opening of the bid.
2. The rates quoted shall be FIRM. No escalation in rates will be allowed.
3. **The rates quoted shall be exclusive of GST, Bidders to furnish GST registration number along with certificate if applicable.**
4. The tender is likely to be finalized within 30 days.
5. The bidder is advised to visit the Site to familiarize themselves with the Site conditions
6. No Advance Payment.
7. Date of purchase of vehicle shall be 2017 model or above.
8. 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. **Incomplete bids shall be summarily rejected.**

Enquiry comprising of following documents are issued herewith:

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

to be submitted as Technical Bid

- e) Annexure-I – Price bid

to be submitted as Price Bid

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.,

N Yaswanth
Dy.Manager (SC&PV-Engg)



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SUBMISSION OF TENDERS

Mode of offer Submission / Opening of Bids:

1. Due to existing Covid-19 lockdown and non-availability of proper courier and postal service, many bidders who are interested to participate in the tender informed BHEL that they are unable to submit hardcopy/paper bid in the tender box. Hence BHEL is seeking the offer from all bidders in two-part bid system in soft copies and same can be sent to our company email ID finpvse1@bhel.in [finpvse1(at the rate)bhel(dot)in] by two emails.
 - The bids shall be submitted to only the said email ID and no copy shall be marked to anybody else, to protect the secrecy of the bid. Any risk associated with violation of this instruction shall be entirely on the bidder.
 - The documents shall be accepted in **PDF** format only and the maximum allowed size of the document is **8 MB** only. The documents should not be password protected.
 - ONE email subject header indicating " Bidder name (Principal)– **EDN: PVENGG: TAXI: WBPDCCL: 02** Technical bid" consisting of technical offer, PQC documents, commercial terms and conditions. If the size of email is bigger than allowed limit, kindly send email in parts clearly indicating in the subject header as part-1,2,3.....of Total no. of mails.
 - To reduce the size of Technical offers by bidder, Bidder has to fill and submit **Annexure-K** for deviation sheet against sealed and signed copies of technical and commercial terms of NIT. All other documents required in technical cum commercial bid format shall be submitted along with technical bid.
 - Another email subject indicating "Bidder name (Principal) – **EDN: PVENGG: TAXI: WBPDCCL: 02**- Price bid" where in the price bid to be submitted as an attachment (format available in the tender document).
 - In case both the offers (Technical cum commercial and Price bid) are received in a single mail, offer may be treated as single part bid and both technical cum commercial and price bid be opened. Hence vendors to exercise caution and send the two offers (technical cum commercial and price bid) in separate mails.
2. Email is password protective and will be opened by tender opening committee on due date and time.
3. **Note: Please ensure submission of offer before the due date and time. No other mode of submission is permitted. Late offers will be rejected.**
4. All other terms and conditions will be as per tender conditions indicated in NIT.
5. Offer submission is bidder's responsibility, any issue arising while submitting the offer may be brought to the notice of BHEL well before tender due date and time so that BHEL has sufficient time to take suitable action, if any.



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ANNEXURE-K

TECHNO-COMMERCIAL DEVIATION SHEET

Tender Enquiry No & Date: **EDN: PVENGG: TAXI: WBPDCCL: 02** Date: 24.06.2020

Work Description: Hiring of One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and fro BHEL-EDN site office, at 5MW Floating SPV Project, WBPDCCL, Sagardighi

We have gone through the complete tender enquiry and its corrigendum mentioned above and read and understood the Pre- Qualification Criteria, Instructions to Tenderer along with Enclosures, Special Condition of Contract along with its annexures, scope of Work Cum Technical Specification, BHEL General Conditions of Contract 2019 etc.

We hereby confirm that, we have following deviations with technical and commercial terms and conditions of NIT:

Clause No. & NIT page no.	NIT Clause	Deviation proposed	Remarks

Mention any deviations from Tender enquiry if any, else mention “No deviation “)

We hereby confirm that except for above, there are no other Deviation from all terms and conditions mentioned in Tender documents.

Seal & Signature of Authorized
Representative /Bidder

Name:

Designation:

Date:

Name of Bidder:



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Part-1 (TECHNO-COMMERCIAL BID)

All the Bidders are required to submit the following documents

- i. Copies of all the credentials/documents of bidder which are to be submitted by bidder as per NIT (As per Section-2 of NIT).
- ii. Unpriced Priced Bid (No price to be mentioned in this. Only Quoted or Not Quoted to be mentioned)
- iii. An attested copy of the Power of Attorney in case the tender is signed by an individual other than the Proprietor.
- iv. Format For No Deviation Certificate (As per enclosed format in NIT)
- v. Electronic Fund Transfer (EFT) or Pay Link Direct Credit (As per enclosed format in NIT)
- vi. Bank Certificate (As per enclosed format in NIT)

.Part-2 (PRICE BID)

The Bidder shall go through all the VOLUMES and Annexures and quote as per **Price Bid-Annexure-I** in a Sealed Cover.

The price bids of only those Bidders will be opened whose “Techno- Commercial bids” are found to be in order and acceptable to BHEL.

OR

Reverse Auction will be conducted among those bidders whose “Techno-Commercial bids” are found to be in order and acceptable to BHEL.



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FORMAT FOR NO DEVIATION CERTIFICATE

(To be submitted in the bidder's letter head in Part-1)

To
BHARAT HEAVY ELECTRICALS LTD
ELECTRONICS DIVISION
Mysore Road, Bangalore-560 026.
Ph.: 080-26998251.

SUB: Hiring of One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and fro BHEL-EDN site office, at 5MW Floating SPV Project, WBPDC, Sagardighi

NIT ref. No.: EDN: PVENGG: TAXI: WBPDC: 02

Date: 24/06/2020

Dear Sir,

With reference to above, this is to confirm that as per tender conditions, we have noted the job content. We also confirm that we have not changed/modified the tender documents and in case of observance at any stage, our offer shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender and NIT.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted offer strictly in accordance with tender instructions.

Thanking you,

Yours faithfully
(Signature, date & seal of
Authorized Representative
of the contractor)



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ELECTRONIC FUNDS TRANSFER (EFT) OR
PAYLINK DIRECT CREDIT

FORM Please Fill Up the form in CAPITAL LETTERS only:

TYPE OF REQUEST (Tick one): CREATE _____ CHANGE: _____

BHEL Vendor/Supplier Code:

Company Name:
Permanent account Number(PAN):
Address:

City: _____

STATE

PINCODE

Contact Person(s)

Telephone No:

Fax No:

E-Mail-Id:

Sl.No.		
01	Bank Name:	
02	Bank Address:	
03	Bank Telephone No:	
04	Bank Account no	
05	Account Type: Saving/Cash Credit	
6	9 Digit Code Number of Bank and branch Appearing on MICR cheque issued by Bank	
07	Bank Swift Code (applicable for EFT only)	
08	Bank IFSC Code(applicable for RTGS)	
09	Bank IFSC Code (applicable for NEFT)	

I here certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorize BHEL,EDN, Bangalore to electronically deposit payments to the designated bank account. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL/Transferring Bank responsible. This authority remains in full force until BHEL - EDN Bangalore receives written notification requesting a change or cancellation.

I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS/EFT.

Date:

Authorized Signatory:

Designation:

Company seal

Telephone No. with STD Code

BANK CERTIFICATE

We certify that has an Account No with us and we confirm that the bank details given above are correct as per our records.

Date:

Place:

Signature

Please return completed form along with a blank cancelled cheque or photocopy thereof to: Bharat Heavy Electricals Ltd.,

Attn: _____

Electronics Division, Mysore Road, BANGALORE -560026



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SECTION-1

GENERAL TERMS

The offer shall be submitted in a **two part** as per the instructions given in the tender

The bidder is requested to carefully and thoroughly read the instructions/ documents. 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 : One (1) vehicle (A/c Bolero or Equivalent) for a period of three (3) months and contract may be extended for another three(3) months on same terms and conditions. The vehicle must have taxi/commercial 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.

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-ENGG, 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.

Submission of offer by the contractor implies that he has read all the tender conditions and has made himself aware of the conditions mentioned in Section 1 to Section 3 of NIT.



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Firm price: The rates quoted (**GST extra**) shall be firm throughout the tenure of the contract.

Validity and termination of the contract: The contract shall be valid initially for a period of three (3) months from the date of award which can be extended further for another three months on same terms and conditions based on site requirement and mutual agreement. The contract may be terminated by BHEL-EDN by giving a notice of 30 (thirty) 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 such a case the contractor shall arrange an alternate vehicle, if required.

Note:

Lubricant / Oil charges, maintenance cost, etc. and any other expenditure shall be borne by bidder.

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.



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SECTION 2

QUALIFYING REQUIREMENTS

Scope of the work:

Hiring of One (1) vehicle (A/c Bolero or Equivalent) for the official use on for daily commuting to and fro BHEL-EDN site office, at 5MW Floating SPV Project, WBPDC, Sagardighi

Essential Requirements:

The bidder preferably shall be owner or having hire agreement of the vehicle and model should be year 2017 and above, and has to be maintained in good running condition. The vehicle should be registered preferably in the name of bidder or should have vehicle hire agreement. In case the bidder is offering a vehicle not registered in his name, an agreement (in Original) 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 with the bid (With Part-1 of Bidding Document).

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

1. Vehicle registration certificate (Kerala Registration as Private Taxi)
2. All permit / Road tax paid challan
3. Valid Insurance certificate
4. Valid Pollution certificate.
5. Driving license of the driver
6. Affidavit for ownership of vehicle / Agreement between Bidder & owner of the vehicle (Applicable only if bidder is not the owner of the vehicle).
7. PAN card
8. Commercial Registration Tax paid certificate.
9. GST registration certificate (if applicable)

All above documents as applicable shall be self-certified.



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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, and BHEL-EDN Site Office at WBDPCL 5 MW FLOATING SOLAR PLANT, SAGARDIGHI" and "Contractor means Operator of the Vehicle"

1. Vehicle will be deployed for BHEL EDN site office at WBDPCL 5 MW FLOATING SOLAR PLANT, SAGARDIGHI for 12 hours' duty per day per vehicle 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 per vehicle.
3. One day advance information will be given by BHEL whenever vehicle is not required.
4. The cost of diesel shall be borne by the Contractor of vehicle.
5. 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.
6. Vehicle may also have to perform out station duties with night halts.
7. 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.
8. The vehicle hired must have registration certificate, fitness certificate, road tax paid challan, insurance certificate and pollution certificate and 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.
9. Pollution certificate as per RTO norms will have to be provided during the tenure of the contract or as and when demanded by RE.
10. 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.
11. 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.
12. 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.



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13. Toll / Border Tax / Parking charges will be reimbursed by BHEL upon production of documentary evidence.

14. In case of non-availability of vehicle for minor / major breakdown, an alternative vehicle with all valid documents shall be arranged by the Contractor.

15. 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 Government notification from time to time considering Driver as a skilled labour.

16. 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.

17. The Contractor has to take necessary Insurance covering for the Vehicle and the Driver/s.

18. The driver/s so deployed must have the valid driving license and have good behavior. Driver so employed should not be under the influence of liquor OR intoxicated during the duty hours.

19. In case of misbehavior by the driver/s the contractor has to take immediate action and the decision of RE in this regard will be final and binding.

20. The Driver / Contractor's representative will meet the RE regularly to get instructions regarding the deployment of the vehicle.

21. 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 charges will be recovered. The decision of RE will be final for effecting such penalty after evaluating the merit of such incidence.

22. 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.

23. 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.

24. 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.

25. 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..



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26. 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.

27. 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.

28. Lowest bidder will be decided on cost to company
To award the work order for hiring taxi services for WBDPCL 5 MW FLOATING SOLAR PLANT, SAGARDIGHI to L1 bidder.



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UNPRICED PRICE BID FOR one A/c Bolero or equivalent vehicle

Schedule of items for one A/c Bolero or equivalent vehicle for Vehicle services at WBPDC Sagardighi 5MW, Floating Solar Erection and Commissioning plant, Murshidabad District, West Bengal for 6 months			
S.No.	Description	Unit	Price in Rupees
A	B	C	D
1	Monthly car rental for 12 Hrs. duty per day (Exclusive of GST) (No Separate line item for Mobil charges and any other item except for listed below)	Rs./Month	Rs. 20780/- (+ or - % over this fixed price shall be quoted by Bidder)
2	Diesel cost = (Rate per litre x No: of Kms Run/12.5) (For a Vehicle run of up to 1500 Km per month Exclusive of GST) If vehicle run per month is less than 1500 Km, No: of Kms Run = Actual kilometres run by vehicle. If vehicle run per month is more than 1500 Km, the No: of Kms Run will be 1500 only	Rs	
3	Km Charges beyond 1500Km per month (Exclusive of GST) No diesel cost will be paid beyond 1500 KM	Rs./Km	10/-
4	Overtime charges per hour beyond 12 Hrs. duty per day per vehicle (Exclusive of GST)	Rs./Hour	40/-
5	Toll tax/Parking charges (on producing original bills) will be paid by BHEL as per actuals per vehicle.		
6	Will invoice will have separate GST (Applicable for body corporate only)		Yes/No
7	If Yes for S.No:6, GST applicable % (as on date)		12
8	Is bill under RCM to BHEL (if for S.No:6, answer is No, then bill will be under RCM only) (Applicable for unregistered and non-body corporate)		Yes/No

Note:

- Bidder shall quote only against SI.No.1 above. SI.No.2,3,4,5 remain fixed for all Bidders.
- Bidder has to submit one cash receipt for the month for calculation of diesel rate. This rate will be considered for diesel cost.
- No additional cost other than as mentioned above will be paid by BHEL.
- It is mandatory that, Column-D of the above tabular form should be filled by the bidder for i.e. SI. No. 1 for considering his price bid for evaluation.
- L1 bidder will be finalized based on cost to company per month.
- For Body Corporate, GST @12% will also be considered as cost to company and for unregistered and non body corporate, RCM GST @5% will also be considered as cost to company.
- Evaluation will be done based on following assumptions:
Fixed cost per month as quoted by bidder
No: of Kms Run=1500 per month,
Overtime Hours=100 per month



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Annexure-I

PRICE BID FOR one A/c Bolero or A/c Xylo or equivalent vehicle

Schedule of items for one A/c Bolero or equivalent vehicle for Vehicle services at WBPDC Sagardighi 5MW, Floating Solar Erection and Commissioning plant, Murshidabad District, West Bengal for 6 months			
S.No.	Description	Unit	Price in Rupees
A	B	C	D
1	Monthly car rental for 12 Hrs. duty per day (Exclusive of GST) (No Separate line item for Mobil charges and any other item except for listed below)	Rs./Month	Rs. 20780/- (+ or - % over this fixed price shall be quoted by Bidder) -----
2	Diesel cost = (Rate per litre x No: of Kms Run/12.5) (For a Vehicle run of up to 1500 Km per month Exclusive of GST) If vehicle run per month is less than 1500 Km, No: of Kms Run = Actual kilometres run by vehicle. If vehicle run per month is more than 1500 Km, the No: of Kms Run will be 1500 only	Rs	
3	Km Charges beyond 1500Km per month (Exclusive of GST) No diesel cost will be paid beyond 1500 KM	Rs./Km	10/-
4	Overtime charges per hour beyond 12 Hrs. duty per day per vehicle (Exclusive of GST)	Rs./Hour	40/-
5	Toll tax/Parking charges (on producing original bills) will be paid by BHEL as per actuals per vehicle.		
6	Will invoice will have separate GST (Applicable for body corporate only)		Yes/No
7	If Yes for S.No:6, GST applicable % (as on date)		12
8	Is bill under RCM to BHEL (if for S.No:6, answer is No, then bill will be under RCM only) (Applicable for unregistered and non-body corporate)		Yes/No
Note: <ol style="list-style-type: none">Bidder shall quote only against SI.No.1 above. SI.No.2,3,4,5 remain fixed for all Bidders.Bidder has to submit one cash receipt for the month for calculation of diesel rate. This rate will be considered for diesel cost.No additional cost other than as mentioned above will be paid by BHEL.It is mandatory that, Column-D of the above tabular form should be filled by the bidder for i.e. SI. No. 1 for considering his price bid for evaluation.L1 bidder will be finalized based on cost to company per month.For Body Corporate, GST @12% will also be considered as cost to company and for unregistered and non body corporate, RCM GST @5% will also be considered as cost to company.Evaluation will be done based on following assumptions: Fixed cost per month as quoted by bidder No: of Kms Run=1500 per month, Overtime Hours=100 per month			