

To

Page 01 of 02

Dear Sir,

Sub : **Hiring of a Diesel Taxi (Ambassador/Tata Indica) for BHEL / Ranipet staff at NSPCL, Rourkela**
site, – Forwarding of NOTICE INVITING TENDER - reg

Ref : 1.Tender Specification No. BAP/ERN/NSPCL/APH/TAXI/TR-268 Dated:14.01.2016

Please find enclosed a set of non-transferable tender documents containing 04 pages, including rate schedule and terms and conditions.

You are requested to go through the terms and conditions and submit your offer with most competitive rates in a sealed cover. The rates should be entered in the enclosed rate schedule. Aspects relevant to the tender are mentioned below and are to be complied with.

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1. TENDER SPECIFICATION NO. : BAP/ERN/NSPCL/APH/TAXI/TR-268 Dated 14.01.2016
2. NAME OF WORK : Hiring of a Diesel Taxi (**Ambassador/Tata Indica**) for BHEL/ Ranipet Staff at NSPCL, Rourkela site, Odisha..
3. EARNEST MONEY DEPOSIT : Not Applicable
4. DUE DATE AND TIME FOR SUBMISSION OF OFFER. : **06.02.16 at 14.30 Hrs.**
5. DATE & TIME OF OPENING OF BIDS : **06.02.16 at 14.30 Hrs.** .
6. PROCEDURE FOR SUBMISSION OF SEALED TENDERS : The tenderer shall submit their techno-commercial cum price bid in a sealed cover. This sealed cover shall be superscribed and submitted at the address given below on or before the due date.

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7. BHEL will not take any responsibility for delay/loss of documents or correspondence sent by courier/post.
8. Acceptance of any tender shall be subject to the approval by BHEL's Customer.
9. BHEL reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever.
10. Clarifications on tender specification if any may be sought by the bidders so as to reach this office at least three days before the last date for tender submission. BHEL shall not be responsible for receipt of queries after the due date for seeking of clarification due to postal delay.
11. Photocopies of the Registration certificate and taxi tourist permit are to be submitted along with the offer. The bidder may have to produce original documents for verification, if so decided by BHEL.
12. Offers received with any deviation or without relevant information are liable to be rejected.
13. Price bids received in any form other than prescribed in "RATE SCHEDULE" are liable to be rejected.
14. The terms and conditions shall be duly signed in all the pages as a token of acceptance of the conditions and submitted along with the offer.
15. The "OFFER OF CONTRACTOR" attached herewith may be typed out in your letter head and forwarded along with offer.
16. Address for submission of offer.

**The Office of the Dy. General Manager Manager,
Erection services Department
Bharat Heavy Electricals Limited,
Boiler Auxiliaries Plant,
Ranipet – 632 406.
Tamil Nadu
Phone No.:04172 - 284973,**

Thanking You,
Yours Faithfully,

DY. GEN. MANAGER / ERECTION SERVICES

Encl: a/a

OFFER OF CONTRACTOR

(To be typed in your letter head in this Format)

Ref :

Date :

To

The Deputy General Manager / Erection Services,
Bharat Heavy Electricals Limited
Boiler Auxiliaries Plant
Indira Gandhi Industrial Complex
RANIPET –632 406 (TAMIL NADU)

Sir,

**Sub: Hiring of Diesel Taxi (Ambassador / Tata Indica) for BHEL / Ranipet Staff at
NSPCL-Site, Rourkela, Oddisha**

Ref : Tender specification No. BAP:ERN:NSPCL:APH:TAXI:C:268 Dt. 14-Jan-2016

I/We hereby offer to carry out the work of Taxi operation for BHEL/ Ranipet staff at NSPCL-Site, Rourkela, Oddisha as per terms and conditions of Tender Specification No. BAP:ERN:NSPCL:APH:TAXI:C:268 dated 14-Jan-2016 issued by M/s. Bharat Heavy Electricals Limited, Boiler Auxiliaries Plant, Ranipet.

I/ we have carefully perused all the terms and condition of contract for hiring of taxi at NSPCL-Site, Rourkela, Oddisha and agree to abide by the same. I / We have quoted our best rates in the attached rate schedule.

Photocopies of the following documents are attached along with this offer.

1. Registration Certificate
2. Taxi tourist permit
3. Insurance
4. The authorization Bond countersigned by a Notary (if applicable)
5. PAN Card

SIGNATURE OF TENDERER :

Place:

ADDRESS :

Date :



RATE SCHEDULE

Tender Specification: BAP:ERN:OPAL:TAXI:C:268 dt.14-Jan-2016

Page 01 of 01

NAME OF WORK: Hiring of diesel Taxi (Ambassador / Tata Indica) for staff of BHEL / Ranipet, as per the attached terms and condition, at NSPCL-Site, Rourkela, Oddisha

(The taxi operation shall be for a period of about 09 months from 15-Feb-2016 for trips to and from site of work and within Rourkela area). The quantity of overtime hrs. given in the rate schedule for period of 09 months is indicative only and will vary as per site requirement. Payment of overtime shall only be for the actual hrs. utilized. Approximate distance to be covered in a month would around 1000 KM.

The cost of diesel and engine oil will be reimbursed by BHEL on the basis of the following calculation. Cost per litre of diesel and engine oil shall be at actuals.

- (i) Diesel charges ---15 KM Run Per One Litre for Tata Indica,
10 KM Run Per One Litre for Ambassador
- (ii) Engine Oil ---500 KM Run Per One Litre of Engine Oil

SL. No.	Description of Work	Quantity	Unit	Rate Rs. Ps.	Amount Rs. Ps.
01	Hiring of diesel taxi with driver for 12 Hrs. duty per day including Sundays & holidays. (Charges towards Diesel and Engine oil payable extra)	09	Month		
02	Over time charges for operation beyond 12 hrs per day. (Quantity indicated is for 09 months)	600	Hrs		
		Total Value			
TOTAL AMOUNT IN WORDS :					

Kly fill-up the following data:

The present rate of Diesel per Ltr is Rs.	
And Engine Oil per Ltr is Rs.	

Note : Photocopies of the following documents are attached with this offer.

1. Registration Certificate
2. Taxi tourist permit
3. Insurance
4. The authorization Bond countersigned by a Notary (if applicable)
5. PAN Card

SIGNATURE OF THE CONTRACTOR



RANIPET

பாரத ஹீவி எலக்ட்ரிகல்ஸ் லிமிடெட்

भारत हेवी इलेक्ट्रिकल्स लिमिटेड

(भारत सरकार का उपक्रम)



बॉयलर ऑग्निलरीज प्लांट,
निंदरा गाँधी इंडस्ट्रियल कॉम्प्लेक्स,
रानिपेट - 632 406 (तमिलनाडु)

Bharat Heavy Electricals Limited

(A Government of India Undertaking)

Boiler Auxiliaries Plant

Indira Gandhi Industrial Complex,

Ranipet - 632 406 (Tamilnadu)

फोन (Phone) : 04172 - 241171, 284515 फैक्स (Fax) : 04172 - 242011

**TERMS & CONDITIONS OF CONTRACT FOR HIRING DIESEL TAXI AT
NSPCL-Site, Rourkela, Oddisha**

Page 01 of 02

Tender Specification: BAP:ERN:NSPCL:TAXI:C:268 Dt.-14-Jan-2016

1. The contract for hiring of Diesel Taxi will be valid for a period of 09 months tentatively from 15-Feb-2016 and extended further if required. Thenormal hours of taxi operation will be from 7.30 A.M to 7.30 PM. The vehicle should report to the first party's (BHEL's) garage at 7.30 AM and will be utilized by the first party up to 7.30 PM daily. However, the reporting time of the vehicle may vary according to the requirement of the first party at site. Any delay in the reporting will attract a penalty of 12.5% of daily average charge, per hour of delay.
2. The vehicle should be made available by the contractor to the first party on all working days of BHEL Site Office. The contractor should also make available the taxi on closed and weekly holidays, if required by the first party. But, there will be no extra payment for providing taxi on such holidays, except for Diesel & Engine-Oil Charges and over time charges, if any.
3. Proper Logbook as required by the first party shall be maintained by the contractor's driver and the same shall be submitted daily.
4. During the contract period, if the contractor is unable to provide any vehicle on any particular day(s) or for a continuous period, an alternative vehicle shall be arranged by BHEL and the difference in cost will be recovered from the contractor.
5. BREAK IN TAXI OPERATION: There may be break(s) in taxi operation as per site requirement. When the taxi is not required by BHEL for a continuous period, prior intimation will be given for stoppage of taxi operation and NO PAYMENT will be made for that period.
6. **DEDUCTION FOR BREAK(S) IN TAXI OPERATION : When the taxi is not utilized by BHEL in a month, hire charges for the period of non-utilization will be deducted proportionately. A month means a calendar month.**
7. The contractor must have Registration Certificate on his own name or he / she should be empowered to operate the offered vehicle through a bond. The authorization Bond must be countersigned by a Notary.
8. The vehicle offered shall be Ambassador / Tata Indica (diesel) and shall be fairly new and in good condition. The Photostat copies of the Registration Certificate and other permits shall be submitted along with the offer.
9. The tourist taxi provided should have a valid permit and be in good condition to the satisfaction of the first party. The contractor shall maintain the vehicle always in good running condition and BHEL reserves the right to terminate the contract in case of continued negligence of maintenance by the contractor.
10. The contractor is responsible for obtaining necessary permit, comprehensive insurance policy, employing good drivers possessing valid driving license etc., and shall comply with all the statutory requirements that may be necessary in this respect. BHEL will not be responsible for any consequences arising out of any violation of rules or acts or accidents.
11. THE COMPREHENSIVE INSURANCE POLICY: This insurance shall be in such a form to protect the CONTRACTOR against all claims for injuries, disability, disease and death to members of public including BHEL clients men and damage to the property of others arising from the use of motor vehicles during on or off the 'Site' operations, irrespective of the ownership of such vehicles.
12. BHEL will assist the contractor in getting the gate pass. It is the contractor's responsibility to arrange gate pass for the vehicle and driver for entering site, namely NSPCL, Rourkela.
13. The contractor should appraise himself of the safety regulation and other conditions to be complied with at the site of operation before quoting. Adherence to safety requirements of BHEL's customer shall be ensured.

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SIGNATURE OF THE CONTRACTOR

पंजीकृत कार्यालय : बीएचईएल हाउस, सीरी फोर्ट, नई दिल्ली - 110049, भारत

Regd. Office: BHEL House, Siri Fort, New Delhi - 110 049, INDIA



RANIPET

भारत मीकुमिन न्द्रुवन्म

भारत हेवी इलेक्ट्रिकल्स लिमिटेड

(भारत सरकार का उपक्रम)

बॉयलर ऑग्निलरीज प्लांट,



गाँधी इंडस्ट्रियल कॉम्प्लेक्स,

रानिपेट - 632 406 (तमिलनाडु)

Bharat Heavy Electricals Limited

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Boiler Auxiliaries Plant

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Page 02 of 02

Tender Specification: BAP:ERN:NSPCL:TAXI:C:268 Dt.-14-Jan-2016

14. SUBMISSION OF OFFER : This Terms & conditions in original, duly signed in all the pages, should be submitted to BHEL along with your offer as a token of acceptance of the conditions. You are requested to quote in the Rate schedule for this enquiry attached herewith. Your offer should be submitted in a sealed cover to the below address.

To, The Office of the DGM/Erection Service, Bharat Heavy Electricals Limited, Boiler Auxiliaries Plant, Ranipet – 632 406. Tamil Nadu	Phone No.:04172 - 284973, 241171, 284554 eMail: plramana@bhelrpt.co.in , rsreedra@bhelrpt.co.in
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15. BHEL is not bound to accept the lowest or any offer/quote and will have the right to reject any or all the offers without assigning any reasons.
16. TAXES & DUTIES : The quoted rates shall be inclusive of all taxes and duties leviable by any Local body / State Government / Central Government authorities except Service Tax.
17. SERVICE TAX : Quoted rate shall be exclusive of Service tax. The Service tax shall be reimbursed at actuals against Service Invoice subject to Reverse charge provisions of service tax rules and proof of remittance of service tax, which shall be submitted along with subsequent invoice. As on date the Service Tax payable by BHEL is 14.5%. No service Tax is payable by the contractor if the contractor confirms that Cenvat credit on inputs, input services and capital goods is not availed by him/her. The contractor shall furnish copy of Service Tax Registration Certificate issued by Excise Dept. The service tax invoice shall be as per relevant Service tax rules and regulations.
18. If the proof of remittance of Service Tax is not submitted, BHEL will deduct the service tax amount from the bill payable to the contractor and further no service tax will be paid.
19. EARNEST MONEY DEPOSIT (EMD) : Not Applicable
20. SECURITY DEPOSIT (SD): Not Applicable
21. PAYMENT TERMS : The contractor shall raise Service Invoices on monthly basis and certified by the Engineer In-Charge of BHEL. Payment will be made once in a month only through E-payment (through EFT/RTGS) after deducting the bank commission charges. To make e-payment the contractor shall submit and acceptance letter in the enclosed format (ANNEXURE). Payment will be made within a period of 30 days from the date of submission of bills along with all the enclosures as called for by BHEL. A month means a calendar month.
22. No advance payment for any purpose will be made for Taxi operation.
23. The rates quoted for running charges shall be reckoned only from the first party's garage irrespective of the contractor's shed. The contractor will be solely responsible for any misuse of the vehicle during off hours and its consequences.
24. The cost of Diesel and Engine oil will be reimbursed by BHEL on actual cost at the indicated KM's running of the taxi per liter of diesel and KM's running of the taxi per liter of engine oil.
25. The contractor has to maintain the vehicle in good condition at all times and ensure punctuality in operation. In case BHEL is not satisfied with the performance of taxi operation, the contract will be terminated on 01 (one) week notice..
26. The terms and conditions shall be duly signed in all the pages as a token of acceptance of the conditions and submitted along with the budgetary offer.

SIGNATURE OF THE CONTRACTOR

पंजीकृत कार्यालय : बीएचईएल हाउस, सीरी फोर्ट, नई दिल्ली - 110049, भारत

Regd. Office: BHEL House, Siri Fort, New Delhi - 110 049, INDIA