



Bharat Heavy Electricals Limited, Jhansi
COMMUNICATION & PUBLIC RELATION

Tender Enquiry No : CPR/TPT/ TAXI/PANEL/17-18

TENDER DOCUMENT

For Tender Enquiry No. : CPR/TPT/ TAXI/PANEL/17-18

For

**“Rate contract for AC Indica/Swift/Figo/i10 grand/Polo etc. Hatchback Taxi,
Indigo/Amaze /Swift Dzire/Etios etc Sedan Taxi,
7- Seater Scorpio/Ertiga/Bolero Taxi & Innova”**

Contact Persons:

Name: Dinesh Parte
Designation: Sr. Manager (CPR/CSR)
Email: dkparte@bheljhs.co.in
PH: 0510-2412619

Or

Name: Pankaj Kumar
Designation: Sr. Engineer (CPR)
Email: pankajkumar@bheljhs.co.in
PH: 0510-2412224

Tender Due Date: 15/09/17 at 13:15 Hrs.
Tender Opening Date: 15/09/17 at 14:00 Hrs.

Communication & Public Relations
Bharat Heavy Electricals Limited,
PO: BHEL, Jhansi-284120

Accepted

Signature and Seal of Bidder



Bharat Heavy Electricals Limited, Jhansi

COMMUNICATION & PUBLIC RELATION

Tender Enquiry No : **CPR/TPT/ TAXI/PANEL/17-18**

SCOPE OF WORK

1. Bids are invited in sealed envelope for Rate Contract for provision of following four categories of AC vehicles as under:
 - a. Hatchback Taxi (Indica/Swift/Figo/i10 Grand/Polo etc.)
 - b. Sedan Taxi (Indigo/Amaze/Swift Dzire/Etios etc.)
 - c. 7- Seater (Scorpio/Ertiga/Bolero etc.)
 - d. Innova
2. The commencement date of the rate contract shall be the date of the LOI or LOA, whichever is earlier.
3. Services of the successful bidder will be taken for providing the vehicles on requirement basis as and when needed. The vehicles need not be kept in custody of transport pool other than the required period of service.

Instructions for furnishing of offer

1. Offer to be submitted in two bid, i.e. Techno Commercial Bid and Price Bid. Techno commercial bid consist of General Terms & Conditions as per schedule – A, Qualifying requirement and Criteria for evaluation of tender as per schedule –B , blank price bid as per schedule –C.
2. Price bid to be submitted duly filled as per schedule – D.
3. Price bid of only the technically qualified bidders shall be opened.
4. Bidder must properly sign all documents, on each page.
5. Price bid and techno commercial bid to be submitted in separate envelop mentioning tender enquiry no. and tender opening date. Both the envelop (price bid and Techno commercial bid) to be kept in third envelop mentioning tender no. and tender due date with the name of bidder, addressed to Sr. Manager CPR BHEL Jhansi. This offer to be dropped in tender box located at CISF post ADM Gate BHEL Jhansi.
6. Overwriting /correction may attract for rejection of offer.

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GENERAL TERMS & CONDITIONS

Schedule - A

1. Contractor/Operator will have to fulfill all legal obligations regarding minimum wages, PF, ESI, Pollution Norms, Motor Vehicle Act, Service tax etc. as may be applicable to him. The vehicles should have valid taxi permit issued by R.T.O., Jhansi. The vehicle must be comprehensively insured for driver, passengers & the third party for the period of the contract.
2. The contractor has to abide by all laws, rules & regulations of Government, applicable to this type of work. Ignorance of the same does not entitle him to any concessions or claims.
3. The L-1 bidder shall be contracted for hiring the vehicle, In case of non-availability of vehicle with L-1; L-2 shall be called under the same rates as L-1. Rates will be valid for only **Three** months from date of tender opening.
4. The vehicle(s) may be required to go outside Jhansi. Permit charges/Toll tax of other States shall be reimbursed against documentary proof.
5. Driver should have valid driving license for commercial light Motor vehicles. Driver without license shall not be permitted.
6. The Vehicle will have to be properly maintained as per RTO norms, dust proof and in good running condition, which includes at least the following:
 - i. Upholstery in good condition including washed and ironed white seat covers;
 - ii. Dusting of dashboard, rear board, matting, windscreen, windows and body.
 - iii. Comprehensive insurance for driver, passengers, and vehicle. BHEL may inspect the vehicle for above parameters and reserves the right to call replacement, if the vehicle is not found satisfying the above conditions.
7. Placard indicating name of Guest, name of Company etc. will have to be displayed by the driver at the Railway station for receiving incoming guests. The Transport Pool In-charge will give details from time to time. Failure to comply with this provision may result in a penalty of Rs.100/- per incident. Each vehicle has to keep two sketch pens, white sheets, blade & cello tape for writing the name of the arriving guest and paste it on the front wind screen.
8. The driver of the vehicles should be well behaved and courteous with the passengers equipped with mobile phone.. He should display restraint and wisdom in dealing with excited passengers. In case of misbehavior by the driver, a penalty of upto Rs.50/- can be imposed for each occasion. In case there are multiple repetitions with a particular driver, he will have to be changed.
9. Running of vehicle may be vary as per our requirement. Bidders are requested to submit their rate as per price bid format as: a) Rate per Km basis in case of running on a day more than 250 Kms. b) Fixed Rate per day basis along with fuel charges, if vehicle runs less than 250 Kms per day. It shall be noted that BHEL will pay the amount, which are lower of the two cases; amount arrived from Rate- 1 and Rate- 2, mentioned in column D and E of price bid.
10. Night charges shall be paid separately @ Rs.150/day, if the stay is beyond 10 PM.
11. Additional overstay charges @ Rs. 50 per hour shall be paid if the services are taken after 12 hours of duty period.
12. The night charges and overstay charges shall be limited to maximum Rs.300/day, combined together.
13. Offer with any deviation or any comments/additional remark/condition on price bid shall be liable for rejection of offer
14. **Payment Terms:** Payment shall be made within 30 days after submission of bill duly completed in all respects. Bill to be submitted to Sr. Manager, CPR, BHEL Jhansi.
15. **ARBITRATION:** All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with provision of Arbitration & Conciliation Act 1996 (Latest Applicable) and the rule made thereunder. Head of BHEL Jhansi shall appoint the Arbitrator & the award of Arbitrator shall be final & winding on both parties. The venue of Arbitration shall be Jhansi.
16. **JURISDICTION:** Any matter of dispute arising out of or in connection with the contract shall be under Jurisdiction of Jhansi Court only.

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Schedule - B

Qualifying Requirement

- Bidder must be a registered under GSTN.
- Bidder shall Have at least one taxi in his own name/ have an agreement with the owner of any taxi owner.

SL. No.	Particulars	Description (to be filled by contractor)	Remark
1	Name of Firm / Proprietor		Essential
2	Name /Address & Mob. No.		Essential
3	Firm Registration No.		Desirable
4	Copy of Registration of Firm		Desirable
5	Copy of Registration of one owned Taxi or Agreement paper along with copy of registration		Essential
6	GST No. / Certificate copy		Essential
7	PAN No./ copy of PAN		Essential

Evaluation Criteria

Criteria for deciding the L-1:- The total amount arrived based on per Km rate, as in Rate-1 for 250 KM run and Fixed rate as in Rate-2 with Diesel Charges for 100 Km run.

Example for deciding L-1:-

SL.No.	Particulars	Amount (Rs) for Rate - 1	Amount (Rs.) for Rate - 2	Remark
I	II	III	IV	
A	Km per day	250	100	
B	Rate per Km	8 *	5.8 #	# diesel charges @ Rs.58/Liter
C	Fixed Charges	Nil	800 *	
D	Sub Total (A x B + C)	2000	1380	
E	Total sum of III+IV	3380		This amount will be taken for deciding L-1.

‘*’

This rate to be filled by bidder in price bid (Rate should be up to only two decimal digits).

‘#’

Diesel charges shall be calculated based on the rate of diesel on the first day of the month of hiring the vehicle; fuel consumption shall be taken @ 10 km/Liter.

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Schedule - C

Blank Price Bid

To be signed and submitted along with technical bid

Tender Enquiry NO:		CPR/TPT/Taxi/Panel/17-18	
Name of Bidders			
To:		Ref NO:	
Sr Manager CPR, BHEL Jhansi		Date:	

Dear Sir,

Our best possible rate for your requirement of hiring and operating of Taxis as per General Terms and Condition of this tender are as under:

SL No	Description	Sty	Rate 1	Rate 2
			Unit Per KM Rate for Minimum 250 KM Run Per day	Fix Rate * per day for less than 250KM run per day run
A	B	C	D	E
1	Hatchback AC Taxis (Indica/Swift/ Figo/ I-10/ I10 Grand / Polo etc.)	As per requirement	Rs. Per KM	Rs.....per day
2	Sedan AC Taxis (Indigo/ Amaze/ Swift Dezire/Etios etc.)	As per requirement	Rs. Per KM	Rs.....per day
3	7-Seater AC Taxis Bolero/ Scorpio/ Ertiga	As per requirement	Rs. Per KM	Rs.....per day
4	AC Innova	As per requirement	Rs. Per KM	Rs.....per day

GST, Toll Tax (if any), Parking Charges (if any) shall be paid extra on submission of proof / receipt of it.

Bidder have to filled Rate 1 and Rate 2 in Column " D" & "E" on above only

BHEL shall pay the charges whichever is less of two cases i.e. Rate 1 and Rate 2 mentioned in Column 'D' & Column ' E'.

"*" Fuel (Diesel) Charges @ 10 KM per Liter for less than 250 KM per day run shall be paid Extra.

Calculation of Fuel Charges: 1st day of the calendar month's rate (rate of Government Oil Company, Jhansi) of Diesel charges shall be applicable to make calculation of Fuel Charges.

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Schedule - D

Price Bid

All rate mentioned in column 'D' & 'E' to be filled and duly signed by Bidder and to be submitted in separate sealed envelope.

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Name of Bidders			
To:		Ref NO:	
Sr Manager CPR, BHEL Jhansi		Date:	

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Signature and Seal of Bidder