



Bharat Heavy Electricals Limited, Jhansi
COMMUNICATION & PUBLIC RELATION

Tender Enquiry No : MED/H-FA/23-01/R

TENDER DOCUMENT
For Tender Enquiry No. : MED/H-FA/23-01/R
For

“Hiring of one Ambulance - Tata Winger/Force Traveller/Maxi Van or equivalent High roof model, “2022 MODEL or later (driven under 25,000 kms)”, AC with Heater”

Contact persons:

Name: Monika

Designation: Sr. Manager (Trfr. MM-CCC)

Email: monikav@bhel.in

PH: 0510-2770001-2414

OR

Name: Manindra Kumar Gupta

Designation: Engineer (Trfr. MM-CCC)

Email: manindra@bhel.in

PH: 0510-2770001-2414

Tender Due Date: 25.10.2024 at 13:15 Hrs

Tender Opening Date: 25.10.2024 at 14:00 Hrs

Note: The Tender document can be collected from the office of Manager, (Trfr.MM-CCC) BHEL/ hospital Jhansi or can be downloaded from website www.bhel.com

I/ We agree with above
Acceptance of bidder: Seal & Sign



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NOTICE FOR INVITING TENDER

S. No.	Name of Work	Description
1	Scope of Work	Hiring of one Ambulance - Tata Winger/Force Traveller/ Maxi Van/ or equivalent high roof model, "2022 Model or later (driven under 25,000 kms) ", AC with Heater.
2	Tender Evaluation Criteria	As per Annexure "B"
3	Duration of Contract	THREE YEARS from the date of award. Extendable for two more year on mutual consent.
4	Last date of receipt of the Tender	25.10.2024 on 13.15 Hours
5	Date of opening of Techno - Commercial Bid.	25.10.2024 on 14.00 Hours.
6	Address for submitting the tender	Tender Box at CISF office Administrative Building gate BHEL, Jhansi-284120
7	Earnest Money Deposit	Not applicable
8	Cost of Tender	Nil
9	Security Deposit	As per Point 05 of "Special Terms & Condition of contract" of tender documents.
10	Validity of Offer	120 Days from tender opening date.
11.	Reverse Auction	BHEL Shall be resorting to reverse auction (RA) (Guidelines as available on www.bhel.com) for this tender. RA shall be conducted among the techno-commercially qualified bidders. Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered as initial bids of bidders in RA. In case any bidder(s) do(es) not participate in the reverse auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking.

*Other terms & conditions shall be followed as per JHS:2055C R02

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SCOPE OF WORK AND WORKS SPECIFICATIONS

To Provide Ambulance with following facilities:

S No.	Description	Requirement	Remarks
1.	Ambulance Van / Model: Diesel Operated Only	Make : TATA Winger/Force Traveller /Maxi Van or equivalent, High roof model, “2022 MODEL or later (driven under 25,000 kms)”, AC with Heater	
2.	Place of work	BHEL, Hospital Jhansi	
3.	Required No.	1 No.	
4.	Working days	All days including Sundays and holidays	
5.	Working Hours	24 hrs. (3 shift)	
6.	Operator	One driver for each shift for option ‘2’	
7.	Requirement in the Ambulance		
		Ambulance collapsible stretcher	
		Side stretcher	
		Foldable wheel chair	
		12V plug point for operating suction apparatus	
		Clamp for Oxygen cylinder	Oxygen gas cylinder will be provided by BHEL.
		Hook for hanging IV fluid bottle	
		Drug cabinet	Medicines will be provided by BHEL
		Attendant Seat	
		Doctor Seat	
		Water tank with wash basin and tap	
		Window screens	
		Fans for Patients	
		Buzzer	
		Safety : Fire extinguisher dry powder type and First aid box	

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SPECIAL TERMS & CONDITIONS OF CONTRACT .

Tenders are invited for Hiring of one Ambulance: Tata Winger/Force Traveler /Maxi Van or equivalent high roof model, “**2022 MODEL or later (driven under 25,000 kms)**”, AC with Heater.

1. **Option ‘1’.** In case of fuel & driver’s in BHEL’s scope, the charges per month quoted in the price bid will remain firm for the entire period of contract. Contractor to raise monthly bill by 5th of every month and submit the bill complete in all respect to contracting department The billing period will begin from the 1st day of a calendar month. Payment shall be made within 30 days from date of submission of bill clear in all respect.
2. **Option ‘2’.** In case of fuel & driver’s in vender’s scope minimum fix payment for running of 1000 KM per month shall be ensured (including AC and non AC operation). However if the minimum fix payment exceeds because of operation, the same shall be paid. The assured minimum KM are subjected to monthly running of the ambulance, otherwise minimum assured KM will be given on prorata basis. This condition is however subjected to satisfactory fulfillment of all other terms & conditions. The billing period will begin from the 1st day of a calendar month.
3. **Risk & cost:-** Risk and cost option clause as BHEL guidelines attached will be applicable in case of nonperformance of contract.
4. **Penalty/ LD :** In case of breakdown of the ambulance on any day, another ambulance will have to be provided immediately. In case of failure to provide another ambulance, a penalty @ Rs.1000/- per day will be imposed and at the same time cost of hiring the alternate ambulance will be charged to the contractor’s account. This will be allowed only for maximum 15 days in a year, after which management reserves the right to terminate the contract.

In case of Ambulance absent for reporting for duty a penalty of Rs. 1000/- will be imposed.

Ambulance should have cleaned & ironed white seat covers. In case of failure to do so, BHEL will get the same prepared and deduct the amount from the bills apart from recovering a penalty of Rs.100/- .

If the contractor is not able to provide the ambulance originally offered for a continuous period of 10 days without prior intimation and acceptance, BHEL reserve the right to terminate the contract and to take appropriate action against the contractor.



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5. **Security Deposit (SD):** Security deposit shall be 5% of contract value will be collected from the successful bidder **before start of the work** in the form of either EFT or Bank Guarantee. The S.D will be refunded to the contractor after satisfactory completion of the work and on production of no dues certificate. In case of non-satisfactory performance of the contract, BHEL shall have a right to cancel the contract & forfeiting the security deposit.
6. **Diesel Price Variation Clause: (In case of fuel & drivers in venders scope). For option '2'.**
- The rates agreed between BHEL and the contractor will remain firm during the period of contract. However, for every Re1.00 (Re one) increase/decrease in diesel rate, PVC of Re0.07 increase / decrease per KM will be payable. Retail price of diesel published in local daily newspapers i.e. Dainik Jagran /Amar Ujala/Jhansi edition/rate as per Government site IOCL/BPCL etc. prevailing on the date of tender opening (Techno-Commercial Bid). Any increase / decrease so allowed to the contractor will be extra / less and form the part of basic rate. This increase / decrease will be done only monthly basis as under.
 - The retail sale price (RSP) of **diesel** applicable for Jhansi District obtained from local daily newspapers i.e. Dainik Jagran/Amarujala Jhansi edition/ rate as per Government site IOCL/BPCL etc, shall be the basis for calculation of price change. The retail Sale Price of diesel existing of 1st of each month shall be applicable throughout the month. The rates shall be declared for the whole month. **Diesel** price on 1st of calendar month (1st Feb, 1st Mar., 1st Apr. etc.) will remain same up to end of current month (1st Feb. to 28th Feb, 1st Mar. to 31 Mar. etc.).
7. **Payment Terms:** Payment shall be made within 30 days after submission of cleared bill in all respect after deduction of statutory tax and duty if any. The bill will be submitted to executing department i.e. Hospital & hospital will make appropriate necessary corrections (if required) before forwarding the bills for payment to finance dept.
8. **Measurement of work: A (for option '1')**-Bills will have to be submitted to BHEL Hospital Jhansi duly certified by user department.
- B. (for option '2')** Bills will have to be submitted along with a copy of logbook to BHEL Hospital Jhansi duly certified by user department.
9. Successful bidder will pay the Stamp Duty on Security Deposit as per Government rules.
10. For Ambulance the ordering / contract will be finalized on lowest technically qualified bidders only. The bidders quoting the lowest price shall be considered for ordering. In case of Tie in rate, L1 shall be finalized by draw & same shall be accepted to all parties.



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11. **For option '2'**. The driver of the Ambulance should be well behaved and courteous with the patient and their attendant / family members / relatives. He should display restraint and wisdom in dealing with excited passengers. In case of misbehavior by the driver, a suitable penalty can be imposed for each occasion. In case there are multiple repetitions with a particular driver, he will have to be changed. The drivers should have valid LMV license during the contract.
 12. **For option '2'**. The bidder will have to provide two pairs of uniform to each driver and one pair of black shoes. The shirt should have a label showing the name of the Firm on the left and a name plate pinned on the right side of the shirt showing the name of the driver. The driver will have to be provided with a mobile phone. He will keep the mobile phone charged and in fully operative condition.
 13. The contact person mentioned in Part-'A' of this bid will have to meet the Hospital Incharge / hospital administration at least once every fortnight for obtaining feedback about the operation of the ambulance. The instructions issued by the Hospital Incharge / hospital administration will be noted down by the contact person in Two Copies, one each for the contractor and BHEL. Similarly, the contact person will meet the Hospital Incharge / hospital administration once every alternate month and discuss the issues for smooth running of the contract.
 14. In case the vehicle goes out of U.P. State on BHEL duty, the service provider has to obtain road permit for the same. Expenditure incurred on this account shall be reimbursed along with the payment of bill on documentary proof.
 15. The Ambulance will have to be maintained by the contractor in good running condition which includes at least the following:
 - i. Minimum noise of engine and body while running;
 - ii. Tyres with proper treads;
 - iii. Inflated Stepony; Working headlights, tail lamps, indicators, speedometer, milometer, temperature indicator etc; Proper paint on the outside; Good condition of bumpers;
 - iv. Upholstery in good condition including washed and ironed white seat covers;
 - v. Proper locking of all doors;
 - vi. Proper closing and opening of all windows;
 - vii. Dusting of dashboard, rear board, matting, windscreen, windows and body.
- Any expenditure if incurred by BHEL on maintenance of ambulance including tyre puncher shall be recovered from contractor bills
16. **For option '2'**- During out station trips, cash for fuel/driver's personal expenditure, other State permit charges etc. will have to be provided in advance by contractor.



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17. The contractor has to ensure that filling of the fuel in the vehicle is done from the petrol pump situated near BHEL. Otherwise the Kilometer covered by the vehicles for fuel filling will be in the account of contractor.
18. No unauthorized person should be allowed to travel in the Ambulance when on BHEL official duty. Failure to comply with this provision can result in non-payment of the trip.
19. The Contractor has to make an agreement with BHEL in the format prescribed only on Rs. 100/- Non-Judicial Stamp Paper.
20. The Contractor shall get the character & antecedents of his own drivers verified from District Magistrate's office and intimate the same to the management. Before deploying them to work.
21. The vehicle used for ambulance service should be : Tata Winger/Force Traveler /Maxi Van/Maruti Eeco or equivalent high roof model, **"2022 MODEL (driven under 25,000 kms)"**, AC with Heater. The vehicles should be registered in the name of bidder or his/her family member's only. **The Ambulance shall be operated by Diesel only.** The contractor should pay necessary taxes and other insurance payment and carry out exhaust emission test (once in six month). All the connected documents should be kept alive during the contract period.
22. The fuel tank should be always kept full and at any point of time, the level should not be less than 50% of tank capacity.
23. BHEL official shall carry out inspection of Ambulance offered and their decision regarding acceptance and rejection is final.
24. 24 hours availability of the ambulance should be ensured in BHEL hospital controlled by Hospital staff to attend emergency cases at any time. The ambulance shall be deployed at BHEL, Hospital. The ambulance should work on all Sundays, all local and National holidays, i.e. it should work throughout the year without any break.
25. Drivers each shifts should be operated in 24 hours continuous service with mobile phone facility to contact in emergency and the normal shift timing will be 0800hrs. to 1600hrs, 1600hrs. to 0000hrs., and 0000hrs. to 0800hrs. Shift timing can be changed as per requirement of
26. During the contract period BHEL reserves the right to terminate the contract without assigning any reason by giving 15 days' notice to the contractor.
27. BHEL reserves the right to reject any offer without assigning any reason what so ever may be.
28. Bidders have to Submit Valid Ambulance Permit along with ambulance within 15 days of L.O.A.
29. Comprehensive insurance for driver, Passengers & third Party.

I/ We agree with above
Acceptance of bidder: Seal & Sign



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BHARAT HEAVY ELECTRICALS LIMITED, JHANSI

Hospital Administration BHEL Jhansi

Ref. NO. : MED/H-FA/23-01

Date: 13.02.2024

ANNEXURE –A

DECLARATION BY BIDDER (on letter pad)

We declare that the following family firms or sister concern affiliates / subsidiary firms are participating in the tender No- _____.

1.0.....

2.0.....

3.0.....

I....., hereby declare on behalf of M/s..... and the family firms or sister concern affiliates / subsidiary firms listed above that we are not indulging in cartel formation for tender No_____.

Name & signature of the bidder (Seal)

I/ We agree with above
Acceptance of bidder: Seal & Sign



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Annexure-B

TENDER EVALUATION CRITERIA

The Evaluation of the tender will be carried out as follows:

1. The bidders meeting all Techno-commercial conditions as given in qualifying requirement shall be evaluated.
2. The bidder quoting the lowest price shall be considered for ordering.
3. For the purpose of deciding lowest bidder (L-1) the following formula shall be used:

Effective rate of Ambulance = Charge of Ambulance per month (Fuel & drivers in BHEL's scope)-**for option '1'.**

Effective rate of Ambulance = Charge of Ambulance per Km (Fuel & drivers in vender's scope)-**for option '2'.**

The contract shall be awarded on L-1 bidder in respective option finalized by BHEL.

4. In case more than one bidders are L-1, then L-1 bidder will be selected by Discount in percentage on quoted rates.
5. In case of a tie, after discount, the L-1 shall be selected by the draw of lots.

I/ We agree with above
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Annexure-C

BLANK PRICE BID

NAME OF WORK: Hiring of one Tata Winger/Force Traveler/Maxi Van or equivalent high roof model, “2022 MODEL (driven under 25,000 kms) “AC with Heater Ambulance.

IMPORTANT: Contractor is advised to read the technical bid also before quoting:

Item	Description	Quantity	UNIT	Quoted rate Rs. (to be filled in by bidder)
Option-02	Providing & operating : TATA Winger/Force Traveller /Maxi Van or equivalent high roof model, “ 2022 MODEL or later (driven under 25,000 kms) ”, AC with Heater Ambulance operation along-with well dressed Drivers, White seat covers, Fuel, all legal clearances from RTO, Labour authorities, Insurance cos. Etc. for transporting of Patient / their family members / Relatives / Medical staff relating to BHEL.	One Ambulance, min. 1000 Kms per Month	Per Kilo- metre	XXXXX
Option-01	Providing: TATA Winger/Force Traveller /Maxi Van or equivalent high roof model, “ 2022 MODEL or later (driven under 25,000 kms) ”, AC with Heater , all legal clearances from RTO, Insurance of vehicle. Etc. for transporting of Patient / their family members / Relatives / Medical staff relating to BHEL.	One Ambulance	Per month	XXXXX

NOTE : GST shall be paid extra as applicable.

Do not fill rates in this sheets

I/ We agree with above
Acceptance of bidder: Seal & Sign

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AFFIDAVIT

(On Rs.10/- Non Judicial Stamp paper.)

I / We M/s.....proprietorship / Pvt. Ltd. / partnerships firm represented by Shri.....s/o.....aged aboutresident ofdo here by solemnly affirm and state as follows:

1. That the firm stated hereinabove holds all statutory requirements such as under: -
 - A. PAN number in the name of the firm.
 - B. Income Tax Return for the last three years (Desirable).
 - C. GST number.
2. That the deponent declares that no criminal trial/prosecution for any offence involving fraud dishonesty and moral turpitude is pending against the deponent in any court of law. Further no penalty/guilty/conviction was awarded against the deponent by any court of law/statutory authority in India.
3. That the deponent hereby declares that neither myself & my firm was declared as insolvent by any court of law nor any insolvency proceedings pending in any court of law.
4. That the deponent declares that the firm referred herein above never been blacklisted/banned/delisted on the date of tender by any establishment of any PSU / State Govt. / Govt. of India.
5. Declaration that he is not Blacklisted / under hold from BHEL Jhansi OR banned by any unit / region / office of BHEL.

Deponent

VERIFICATION

The facts stated herein above are true and correct to the best of my knowledge and nothing has been concealed. Verified on/...../2022 at Jhansi (U.P.).

I/ We agree with above
Acceptance of bidder: Seal & Sign



BHARAT HEAVY ELECTRICALS LIMITED, JHANSI

Hospital Administration BHEL Jhansi

Ref. NO. : MED/H-FA/23-01/R

Qualifying Requirements:

1. Copy of PAN Card to be submitted.
2. GSTIN registration- certificate is mandatory in case whose aggregate turnover exceed threshold limit as prescribed in GST Act.
3. Signed copy of Blank Price Bid, Tech bid, GTC, SOP related to risk & cost.
4. Self-Declaration undertaking duly signed with stamp of the bidder on letter Pad of contractor to be submitted.
5. **Self-Declaration (on Rs. 100/- stamp paper- notarized).** I declare that, I will provide **1 No.** Tata Winger/Force Traveller /Maxi Van or equivalent high roof model Overall height of the **vehicle Min reqd. 1800 mm (please provide supporting documents, Vehicle make /Model/ Variant (CatLog /Brochure of high roof model to be submitted.), “2022 MODEL or Later (DRIVEN under 25,000 kms)”, AC with Heater (ambulance) vehicle at BHEL Jhansi within 30 days after issuance of LOI/LOA whichever is earlier.**
6. **Turnover criteria – (Based on 1-year work cost of option-1)**-Average annual financial turnover during the last three years, ending 31st March, 2023 {i.e. FY-2020-21, FY 2021-22, FY 2022-23) applicable as per norm shall be at least **Rs.0.81 Lakhs.** Duly audited financial statement/balance sheet/certified by CA to be submitted as supporting documents. If all balance sheet/financial statement are not available for three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheet/certificate from CA/Financial statement by three.
7. **Experience-** The bidder should have the experience of having successfully executed similar work against work order in past seven years ending last day of the month previous to the one in which applications are invited for amounting to values mentioned as under:

Three Works each valuing not less than **Rs 1.10 Lakhs.** Or
Two works each valuing not less than **Rs 1.35 Lakhs.** Or
One work valuing not less than **Rs 2.15 Lakhs.**
Definition of Similar Work: Means all type of Service/works/labour supply contract/supply of vehicle service/ambulance service (even if the contract has not been completed or closed in any PSU / CPSU / State govt. / Central Govt./ Private sector). Documentary proof (Completion Certificate and WO/PO / LOI) & TDS certificate issued from traces (Form16A) for the experience performance report issued by Customer for successful execution of the requisite value of work is to be submitted. In case experience is submitted for work done in BHEL, TDS certificate is not required.

8. The documents required for legal entities under whose name and style contractor has participated in the tender are as follows: -

- i. Firm: Partnership Deed & registration certificate issued by office of registrar of Firms.
- ii. (Company: Certified copy Memorandum of Association, Article of Association and Incorporation Certificate.
- iii. Society: Registration certificate issued by Registrar of societies.
- iv. Sole Proprietor-ship: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely (_____) or as per GST registration documents.

9. Bidders are required to submit a self-declaration to avoid cartel formation on their letter head as per the Format enclosed in **Annexure A**.

I/We agree with above

Acceptance of bidder: Seal & sign.

Regarding conflict of interest of bidders-

*“A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anti-competitive practices to the detriment of Procuring Entity's interests. **The bidder found to have a conflict of interest shall be disqualified.** A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:*

- a) they have controlling partner (s) in common; **or***
- b) they receive or have received any direct or indirect subsidy/ financial stake from any of them; **or***
- c) they have the same legal representative/agent for purposes of this bid; **or***
- d) they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder; **or***
- e) Bidder participates in more than one bid in this bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/ sub-assembly/ Assemblies from one bidding manufacturer in more than one bid; **or***

f) *In cases of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorise only one agent/dealer. There can be only one bid from the following:*

- 1. The principal manufacturer directly or through one Indian agent on his behalf; and*
- 2. Indian/foreign agent on behalf of only one principal;*

or

g) *A Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid; **or***

h) *In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/ common business/ management units in same/ similar line of business."*