

BHARAT HEAVY ELECTRICALS LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING)

UNIT: REGIONAL OPERATIONS DIVISION, CHENNAI

NOTICE INVITING TENDER

1. Tender Enquiry No. & Date : ROD/CHE/TPT/MNTLY/TAXI/2019-21 dated 14.10.2019
2. Name of the work : One no Tata Indigo/Zest/Ford Fiesta/Maruti Swift Dzire
Tour/Toyota Etios(sedan)/Xcent/Honda Amaze for Dock
office inside harbour
3. Duration of Contract : Two Years
4. Estimated Amount [Business] : Monthly hire – Rs. 13.7 lakhs for 2 years.(approx.)
5. Last date and time for the receipt of completed tender : Before 2.30 PM on 04.11.2019
6. Date and time for techno-Commercial Bid Opening : At 03:30 PM on 04.11.2019
7. Place of submission of completed tender : AGM(ROD,Chennai)
BHEL, Regional Operations Division
EVR Building, 6th Floor, 690, Anna Salai,
Chennai-600 035.

Date of Price Bid Opening will be intimated later.

LATE TENDERS WILL NOT BE ACCEPTED.

Note: The tenderer shall return the duly filled in Tender Documents after affixing signature on all pages.

R. d. n. tha 14/10/19

DY MANAGER (HR)

Rate Contract For Taxis On Monthly Hire Basis

PART I (TECHNICAL BID)		
SECTION I - QUALIFYING CRITERIA		
The bidder has to meet the following requirements to get qualified for submitting tender		
S NO	Description	Contractor's Acceptance (Yes/No) / Remarks
1	Whether the bidder is a Registered Tour/Travel Operator / Travel Agency (Copy of legible valid registration certificate shall be enclosed)	
2	Whether the Bidder has a regular establishment / office at Chennai. The office shall have telephone, and E-mail facilities for booking of taxis. (Please indicate here your address, landline no. , Mobile/telephone No. and E-Mail ID of responsible person).	
3	Whether the bidder has under his disposal a minimum of 5 (five) vehicles such as Tata Indigo/Zest/Ford Fiesta/Maruti Swift Dzire Tour/Toyota Etios(sedan)/Xcent/Honda Amaze registered for operating as Taxis. (Legible Xerox copies of valid RC book to be enclosed).	
5	Whether the bidder has the experience of having carried out similar works during last 3 years. (Similar work means supply of taxis on Contract basis). Copy of work order indicating value of work with certificate for satisfactory services / Completion certificate indicating the value of work executed should be enclosed.	
6	Whether the bidder has quoted rates in the UnPriced bid - Monthly hire(Annexure II)	
7	Financial Status : Whether the average annual financial turnover of the bidder ending 31 st March of the last 3 financial years (2016-17,2017-18 and 2018-19) is at least 30% of the estimated value indicated in the NIT (documents showing Financial Turnover duly attested by a Chartered Accountant to be enclosed)	

SECTION II		
COMPANY PROFILE		
S NO	Description	Contractor's Acceptance (Yes/No) / Remarks
1	Nature of Firm / Concern (Proprietor/Partnership/Pvt. Limited/Public Ltd.) Note: Please enclose 1. In case of partnership firm, photo copy of the partnership deed. 2. In case of company, photo copy of the incorporation certificate. 3. In case of proprietorship, photo copy of the registration under Shops & Est. Act. 4. In case of any other legal entity, photo copy of the registration certificate.	
2	Names, address and phone nos. of Partners/Proprietor/Directors	
3	Name of the Person(s) and designation authorized for signing the contract/dealing with BHEL	
4	Name and phone no. of responsible person with whom BHEL will be interacting for our vehicle requirement.	
5	Whether bidder is having any relative working in BHEL (if yes, provide name, staff no., designation and department.)	
6	Landline phone No.: Mobile number: e-mail id :	
7	PAN no.: GST no.: PF/ESI no.:	

8. Details of the various types of vehicles under the disposal of the bidder for deployment as Taxis (Legible xerox copy of valid RC books to be enclosed). In case the space provided is not sufficient, the bidders may use additional sheets for furnishing complete information.

S.No.	Type of vehicle	Regn. No.	Year of Regn.	Whether registered as taxi	Fitness / Pollution Certificate	Comprehensive Insurance Validity date
1						
2						
3						
4						
5						

Note: Use additional sheet if required

SECTION III		
BID/OFFER FORMAT		
The Bidders to note the following:--		
S NO	Description	BIDDERS COMPLIANCE
1.	The Bidder shall submit the offer in TWO PARTS in two separate covers	
	1.COVER- 1 -- Technical and Commercial (Part-I) super-scribed as 'TENDER FOR HIRING OF TOURIST TAXI ON MONTHLY HIRE-TECHNO- COMMERCIAL BID'	
	2.COVER- 2 -- Price Bid (Part-II) super-scribed as 'TENDER FOR HIRING OF TOURIST TAXI ON MONTHLY HIRE- PRICE BID OFFER.'	
	(Covers should be superscripting Tender No.)	
2.	3. COVER- 3 -- D.D for E.M.D shall be submitted in a separate cover and superscripting the cover ' EMD '. (The Tender without EMD is liable for rejection.) DD should be taken after 14.10.2019	DD No. & Date
3.	All the above 3 covers put into a large single cover superscripting Tender Notice No: ROD/CHE/TPT/MNTLY/TAXI/2019-21 dated 14.10.2019 and 'TENDER FOR HIRING OF TOURIST TAXIS ON MONTHLY HIRE'	
4.	The Part-I Technical and commercial bid(cover 1) and EMD(cover 3) will be opened on the Tender opening date	
5.	Part-II Price Bid (cover 2)of technically suitable bidders alone will be opened after giving prior intimation.	
IMPORTANT POINTS TO BE TAKEN CARE OF WHILE SUBMITTING OFFER		
a.	Should a bidder find discrepancies or omissions in the tender documents or should there any doubt as to their meaning, he should at once address the authority inviting the tender, for clarification well before the due date, so as to submit his tender in time. (No extension of time shall be given for submission of the tender on any account).	

b.	Conditional and late tenders, tenders containing prima-facie absurd rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions herein contained and the tenders not in original ARE LIABLE TO BE REJECTED	
c.	All entries in the tender documents should be in one ink. Erasures and overwriting are not permitted. All cancellations and insertions should be duly attested and stamped by the bidders concerned.	
d.	Rates should be quoted as per the Work / Rate schedule. Rates quoted in any other form will not be accepted and will be rejected. The Tenderers shall fill in all the required particulars in the blank space provided for this purpose in the tender documents (Part I, Annexure II, Part II - Annexure-I before submitting the tender.	
e.	Unit rates should be quoted in figures as well as in words for all the items shown in the attached schedule. Wherever there is a difference in the two, the rates in words will be taken as final. <u>UNPRICED BID HAS TO BE SUBMITTED ALONG WITH TECHNO-COMMERCIAL BID.</u>	
f.	The tender must be signed separately and legibly by Partner /Director of the Firm or by the person holding the Power of Attorney on behalf of the Firm concerned and affix official seal. In the later case, a copy of Power of Attorney, duly attested by a Notary Public must accompany the tender.	
g.	If a bidder deliberately gives false information in his tender or creates conditions favorable for the acceptance of his tender, BHEL RESERVES THE RIGHT TO REJECT SUCH TENDER AT ANY STAGE.	
h.	All the rates quoted shall remain valid for acceptance for a minimum period of 90 (ninety days) from the date of technical Bid opening.	
i.	The service provider should cover PF & ESI for all the drivers engaging for duty.	

j.	All columns of the formats are to be filled in. The Techno-Commercial bid should also be accompanied with proof of documents.	
k.	In acceptance of the conditions mentioned under this contract, each and every page of this enquiry must be duly signed, stamped and submitted along with the offers by the tenderer in token of complete acceptance thereof.	
l.	Canvassing in any form in connection with this tender is strictly prohibited and the tenders submitted by the Bidders who resort to canvassing will be summarily rejected.	
m.	If a bidder withdraws his offer after submission of his tender before opening of the price bid or after acceptance of his tender, fails to start the work in accordance with the instructions of BHEL, <u>the Earnest Money Deposited by him shall be forfeited and will not be considered for future tenders.</u>	
n.	Should a bidder's or a Contractor's or in the case of a firm or company of contractors/any of its shareholder's or shareholder's relative is employed in BHEL, the authority inviting the tenders shall be informed in writing of this fact at the time of submission of the tender, failing which the tender may be disqualified, or if such fact subsequently comes to light, the contract may be cancelled.	
o.	The bidder should sign and stamp in all pages of documents.	
p.	Submission of duly signed and stamped tenders by hard copy only is acceptable.	

Declaration: - I / We _____ have gone through the terms and conditions of this tender No. _____ dated-----and undertake to accept the same in totality and agree to deploy vehicles if the contract is awarded to us.

Place:

Signature with seal of the Tenderer.

Date:

Note: All above information should be supported by relevant documents as applicable.

1 GENERAL TERMS AND CONDITIONS OF THE CONTRACT

1.1 The Regional Operations Division /Chennai of Bharat Heavy Electricals Limited is in need of car on monthly hire basis to meet the requirements of its offices situated in Chennai. While the requirement would be mostly to make trips within Chennai city limits, Airport/Railway Station trips it may also involve occasional trip to outstation. For outstation trips, driver bata and night halt charges will be paid. In order to ensure that services of the car are made available regularly, it is proposed to enter into a contract with the operators of tourist taxis for hiring of car. The distance from shed to the place of reporting and distance from place of closing to shed would be treated for calculation of total distance and for payment purposes.

1.2 Variation in fuel charges. For every 10% increase/decrease of the fuel price from the last approved rate would be compensated @1/10th per KM for all vehicles (for e.g for Re 1/= per litre increase, Rs 0.10/= per KM would be compensated). The revision would be effected on the Govt. notification. The proof of fuel hike shall be produced by the contractor whenever the fuel revision is effected. No change will be admissible on any other account such as rate for extra hours/driver bata etc.

1.3 The contract will be for a period of two years from the date of award of contract.

1.4 The tenderers should have adequate infrastructure and communication facilities to facilitate smooth operation of the contract.

1.5 Operators who have adequate number of cars to meet our requirement and also who own a minimum strength of 5 cars either in the name of the Agency or Proprietor/Partner out of the total fleet, attached vehicles with a valid agreement, may quote against this tender. However, no vehicle owned by BHEL employee/or their relatives either directly/indirectly shall be accepted for this purpose. The tenderer who does not possess at least one car as per Clause 14.1, may however, furnish an undertaking to the effect that in the event of awarding the contract to him, the requisite car (not more than Two years old) will be procured and supplied. In case of partnership firm, name & address of all partners with certification copy of valid partnership deed to be furnished.

1.6 Particulars of cars owned by operators should be sent along with the quotation in the form given in technical bid Part I

1.7 The rates for hire of car on monthly should be quoted in the prescribed form given in the schedule Annexure-I Price bid in any other format shall not be accepted.

1.8 A copy of the Annexure II should be mandatorily attached to the technical and commercial bid where in you are expected to indicate under each column whether you have 'Quoted' or 'Not Quoted'. Please note that you are not expected to indicate the price in these annexures. The prices will only be indicated in the Annexures furnished with the price bid in a separate cover.

1.9 BHEL reserves the right to terminate the contract anytime with one month's notice without assigning any reasons therefor. However, in the event of unsatisfactory performance of the contractor, BHEL reserves the right to terminate the contract without any further notice.

2 REQUIREMENTS OF VEHICLE

The Contractor should fulfill the following requirements in respect of the vehicle during the execution of the contract.

- 2.1 The car should be provided with the following upholstery and accessories inside.
- 2.2 Full floor mat with foot mat.
- 2.3 Jack and other tools
- 2.4 Spares.
- 2.5 The vehicle should always to be kept very clean both internally and externally and in good working condition
- 2.6 Seat cover should be washed and changed every week.
- 2.7 Periodical service of the vehicle in respect of the vehicle/ engine/ lubrication, wheel alignment & balancing etc. as recommended by the vehicle manufacturer to be done without fail.
- 2.8 All tyres including Stepney in the car should be in good condition at the time of reporting.
- 2.9 Sun control film pasted on the window glasses should not be dark and should be as per the Tamilnadu Government norms so that inner side of the car must be visible for the Security Personnel without lowering the window glass.

3 DRIVER

The Contractor should fulfill the following requirements in respect of the driver during the execution of the contract.

- 3.1 Drivers should be paid as per the Govt.fixed minimum salary without default.
- 3.2 Driver should possess valid driving LMV license with badge.
- 3.3 Driver should have minimum 2 years of driving experience.
- 3.4 Driver should wear white uniform, shoes/ formal chapels during the duty hours.
- 3.5 Driver should have mobile hand set with sim card in good working condition. Any change in mobile number should be intimated immediately to concerned department of BHEL.
- 3.6 Driver should not be changed frequently unless otherwise warranted.
- 3.7 Alcohol is strictly prohibited while on duty and should not smoke inside the car.
- 3.8 Driver should adhere to the instructions given by Supervisor-in-charge.
- 3.9 If there is a hand luggage brought by Officials, driver has to come forward and place the luggage in the car.

- 3.10 Driver should not exceed the prescribed speed limits.
- 3.11 Driver should follow strictly the motor vehicle rules while driving.
- 3.12 Driver should wear safety belt while driving as per the tamil nadu govt. rules.
- 3.13 Driver should not demand money for any expenses from the user.
- 3.14 Driver should be ready to show the PLACARD near the entrance in Airport, Railway station, Bus stands and pick up points etc. While receiving the company guest.
- 3.15 Drivers should have good eye sight.
- 3.16 Drivers should be preferably of age group of 23 yrs. to 55 yrs.
- 3.17 Drivers should be sincere and maintain good discipline while on duty and should meet out the travel requirements of BHEL officials satisfactorily without any complaint. Any indiscipline/ misbehavior / Complaint notified on the driver while on duty, will be reviewed seriously and may warrant change of driver.
- 3.18 Using Mobile phones while driving should be strictly avoided.

4 OPERATION

- 4.1 The vehicle should report to designated person at requested time, regularly to make entry and to get instructions.
- 4.2 Trip sheet for car engaged will be supplied by BHEL. It is the responsibility of the car drivers to get all the columns for each and every movement filled and get the entries signed by the user.
- 4.3 In case of loss of original trip sheet BHEL reserves the right not to entertain the claim.
- 4.4 The Car drivers should keep the relevant valid documents (driving License, Badge No., road tax token, registration certificate, insurance cover note, fitness/pollution certificate of the vehicle, permit etc.) with the car and produce as and when required by BHEL/traffic authorities. In case of original document is not available immediately, copy of the same must be kept.
- 4.5 Car shall report in BHEL in full readiness and serve for the entire day's operation in all respects.
- 4.6 Car should operate only with the "BHEL" name board during the time of operation.
- 4.7 Any mishap (i.e. fire, accident, etc.,) occurring en-route is the complete responsibility of the Service provider/Cabs/Travels agency. He is also responsible for the safe, comfortable and timely transportation of the passengers.
- 4.8 Car should report to BHEL with diesel sufficient for the operation of the entire day. After reporting to office - movement of car to fuel station outside BHEL for filling diesel is not permitted.
- 4.9 The Contractor should not attempt to carry out any kind of repairs pertaining to their vehicles inside the office premises except for tyre changes during punctures. In case of breakdown the vehicles has to be taken out of the office and brought back after satisfactory completion of the complaint.

4.10 Parking bills/ Airport Entry pass/ Harbor pass (any other pass/bill) should be purchased by the agency and got reimbursed from BHEL on production of original bills.

4.11 The drivers should be provided with adequate cash for local/outstation trips to meet any contingency towards fuel, parking, and toll, permit charges etc. Parking fees, toll, permit charges (actual) may be claimed from BHEL along with the monthly bills, on production of proper bills.

5 CONTRACT CONDITIONS

5.1 The Contractor shall not sub-let any portion of the contract.

5.2 The Contractor shall at his own expense reinstate, make good to the satisfaction of the BHEL Management and pay compensation for any injury to any person, loss or damage caused to any property.

5.3 Any addition or deletions or changes in the partnership deed should be informed to BHEL well in advance.

5.4 Subject as aforesaid the provisions of the Motor Vehicles Act or any statutory modifications or amendments or re-enactment thereof and the rules made there under from time to time have to be followed by the Transport Contractors.

5.5 The Contractor should ensure that there should not be any advertisement on the car.

5.6 The car allotted for BHEL use will be checked by BHEL personnel as and when required.

5.7 car provided to BHEL on hire will be inspected by BHEL in respect of

1) Appearance of the vehicle (2) running condition of the vehicle (3) Upholstery (4) physical fitness of the driver and then accepted for use.

5.8 BHEL reserve its right to refuse engaging any vehicle even after arrival at the office, if the driver and the vehicle do not conform to any of the regulation of MV act.

5.9 BHEL shall have the right to cancel the contract at any time if the provisions of the contract has not been adhered, without prejudice to recover excess expenditure incurred by BHEL from 'security deposit', running bills due for payment and any other provisions available for recovery as per the Terms & Conditions of the contract.

6 PENALTY

Penalty for non-supply of vehicles will be levied as under:

6.1 If the contractor fails to supply vehicle in time/within one hour of the request made, the company will be at liberty to engage vehicle from other operators at the risk and expenses of the contractor, and recover the extra expenditure from their pending/future bills.

6.2 In case of break-down of a car while on operation, the car should be replaced by an alternative vehicle within 30 to 60 minutes from the time of breakdown and no mileage from shed to the point of breakdown, shall be charged for in respect of those replaced ones. In case of non-replacement of vehicle in time, BHEL will arrange alternatives on its own and recover the expenses amount from the contractor.

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6.3 Any amount recoverable from the contractor towards the loss/damage will be adjusted from the outstanding payments due from BHEL or from the security deposit.

7 PAYMENT TERMS

7.1 The contractor on calendar month basis should submit the monthly bills. Bills will be paid within reasonable time from the date of receipt/acceptance of bills.

7.2 All payments will be made through ELECTRONIC FUND TRANSFER only. The successful contractor should provide necessary details in this regard.

7.3 No advance may be paid for operational expenses as well as for capital expenditure towards purchase of vehicles.

7.4 Applicable Taxes including GST are payable extra by BHEL at prevailing rates as per Government norms and TDS will be made as per Government norms.

7.5 GST number of BHEL ROD along with complete address **SHOULD** be mentioned in all invoices.

8 EMD

All the Tenderers are required to deposit EMD of Rs. 27,400/- (Rupees twenty seven thousand and four hundred only) by way of a Demand Draft from a Scheduled Bank in favour of Bharat Heavy Electricals Ltd., which will be adjusted towards the Security Deposit in case of successful tenderers. The same will be returned to the unsuccessful tenderers, after the finalisation of tender. **EMD SHOULD BE PLACED IN COVER-3**

9 SECURITY DEPOSIT

Security deposit will have to be paid only for monthly hired car

a) Upon acceptance of tender, the successful tenderer must deposit the required amount of Security Deposit for satisfactory completion of work.

b) The total amount of Security Deposit shall be as follows:

- i. in the case of work costing upto Rs.10 lakhs: 10% of the contract value.
- ii. in the case of work costing Rs.10 lakhs to Rs.50 lakhs: Rs.1 lakh + 7.5% of amount exceeding Rs.10 lakhs.

c) The Security Deposit may be furnished in any one of the following forms:

- i. Cash (as permissible under the Income Tax Act)
- ii. Pay Order, Demand Draft in favour of BHEL
- iii. Security Deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
- iv. EMD of the successful tenderer shall be converted and adjusted against the security deposit.

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d) The security deposit shall not carry any interest.

The security deposit shall not be refunded to the contractor except in accordance with the terms of the contract.

10 RETURN OF THE SECURITY DEPOSIT

If the contractor fully performs and completes the work in all respects to the entire satisfaction of BHEL and present an absolute “No Demand Certificate” in the prescribed form and returns properties belonging to BHEL handed over, lent or hired by him for carrying out the said works. Security Deposit will be released to the contractor after deducting all cost of expenses or other amounts that are to be paid to BHEL under this or other contracts entered into with the contractor. It may be noted that in no case the security deposit shall be refunded/released prior to passing of final bill.

11 TOWARDS STATUTORY LIABILITY

11.1 BHEL has the privities of the contract with the contractor only and will give instructions to the contractor or his authorized representative. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer-employee relationship.

11.2 The contractor should ensure that the drivers of car deployed to BHEL are physically and mentally fit and do not have any criminal record. The drivers should possess valid driving license, requisite skill, proficiency, qualification, experience, permits for driving public transport.

11.3 Contractor will be responsible for the good conduct of his drivers. In case of any misconduct / misbehavior by any driver, the contractor will ensure replacement of the driver(s) immediately.

11.4 The contractor will keep watch on his drivers. The contractor is liable for any loss to BHEL due to acts of omission and commission by his drivers. Similarly liability for any compensation to outsiders on account of any act of omission and commission by the drivers deployed by the contractor shall lie exclusively with the contractor.

11.5 The contractor should provide necessary safety appliances to his drivers. The contractor shall be responsible for enforcing all safety regulations as applicable.

11.6 The contractor has to provide white uniform to the drivers. The uniform shall be kept in neat, tidy and wearable condition.

11.7 Contractor should ensure that all precautions are taken for safety of his drivers and car.

11.8 All statutory requirements under Minimum Wages Act, 1948, Payment of Wages Act, 1936, Workmen Compensation Act, 1923, EPF & MP Act, 1952, Payment of Gratuity Act, 1972, ESI Act, 1948, The Contract Labour (R&A) Act, 1970, Payment of Bonus Act, 1965, Income Tax Act, GST Act, Motor vehicles act, Insurance act and all other applicable Acts shall be complied with by the contractor.

11.9 Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.

11.10 The contractor should enclose a copy of his PAN card, GST Registration particulars along with his tender and any other relevant particulars.

11.11 Contractor shall indemnify BHEL against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.

11.12 The liability for any compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor.

11.13 Contractor to obtain insurance cover for his employees/equipment/tools and tackles etc and take third party risk insurance coverage at his own cost. BHEL shall not be responsible for any loss, damage and pilferage of his property and/or his employees.

11.14 The decision of BHEL regarding interpretation of any terms and conditions set forth in the Agreement shall be final and binding on the contractor.

12 ARBITRATION AND GOVERNING LAW

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 the provisions of the Arbitration and Conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the Division. The award of the arbitrator shall be final and binding on both the parties. The venue of the Arbitration shall be Chennai, India. The Award to be given by the Arbitration shall be speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Chennai courts.

13 SIGNATURE OF THE PARTIES

The contract needs to be executed on proper stamp paper to be purchased by the contractor at his cost, as per stamp fees as applicable to the state of Tamil Nadu. It should be signed with seal of the firm/Company and witnessed.

14 USAGE OF VEHICLE

Approximate value : Rs 13.70 Lakhs/ for 2 years

14.1 Details of vehicles required on monthly hire

Operating Area	No. of Vehicles
Dock office(inside harbor)	Tata Indigo/Zest/Ford Fiesta/Maruti Swift Dzire Tour/Toyota Etios(sedan)/Xcent/Honda Amaze

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15 AMENDMENT TO THE TENDER NOTICE

15.1 BHEL reserves the right to alter any condition(s), at any time, the terms and conditions of this tender notice, prior to the date of submission of offer by the tenderer, by way of amendments which will be notified to the prospective bidder.

15.2 For uniformity, the offer should be submitted ONLY in the prescribed proforma enclosed. Offers in any other form shall be summarily rejected and not considered for evaluation. No correspondence in this regard shall be entertained.

16 OTHER TERMS AND CONDITIONS

16.1 GST and other taxes as applicable will be paid by BHEL

BHEL reserves the right to negotiate the rates quoted by L-1 bidder.

16.2 Bharat Heavy Electricals Limited, ROD, Chennai reserves the right to reject the lowest or any tender or any part of the tender or all the tenders, or accept any tender or any part of the tender, without assigning any reason thereof.

16.3 Conditional tenders and tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the accepting officer are liable to be rejected.

16.4 The Additional General Manager/ Regional Operations Division, Chennai shall be the Accepting Officer herein referred to as such for the purpose of this contract.

16.5 This tender notice shall be deemed to form an integral part of the contract for this work.

16.6 The tenderers are advised to go thro' the terms and conditions carefully before submitting their quotations. No alteration shall be permitted after the submission of quotations.

16.7 If a tenderer expires after submission of his tender or after the acceptance of his tender, BHEL may at their discretion, cancel such tender. If a partner of a firm expires after the submission of the tender or after the acceptance of the tender, BHEL may cancel such tender at their discretion unless the firm retains its entity.

16.8 If a tenderer deliberately gives false information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Earnest Money Deposit/Security Deposit and any other money due and may not be considered for future tenders.

16.9 Canvassing in any form in connection with the tenders submitted by the contractors who resort to canvassing are liable to rejection.

16.10 Should a tenderer or contractor or in the case of a firm or company of contractors/one or more of its partners/shareholders/directors have a relation or relations in BHEL, the authority inviting tender shall be informed of the fact along with the offer, failing this BHEL may, at its sole discretion reject the tender or cancel the contract and forfeit the Earnest Money Deposit/Security Deposit.

16.11 The successful tenderer should not sub-contract the part or complete work under this contract.

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16.12 Mere submission of offer does not construe that the bidder is qualified for this work and he stack his claim.

16.13 The acceptance of the tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning any reason whatsoever.

- a) to reject any or all of the tenders.
- b) To split up the work amongst two or more tenderers.
- c) To award the work independently to two different tenderers or both the vehicles together to a single tenderer.

Clarifications if any, may please be got clarified.

16.14 The Bidder shall strictly adhere to BHEL Fraud Prevention policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.

17 EVALUATION CRITERIA FOR PRICE BIDS:

The method of evaluation of offers will be in the following manner:

17.1 Total cost to BHEL will be worked on the basis w.r.t. the average usage for car on monthly hire to be used in Dock Office (inside harbour area) i.e. fixed charges for calendar month and upto 2000 kms (12 hours per day). Extra hours to the extent of 100 hours per month will be taken into consideration for evaluation.

17.2 The tender will be awarded to the lowest quote for monthly hire package of Dock office inside Harbour area as per Annexure I. Per km rate, Driver Bata and night halt charges quoted for outstation trip will not be taken into consideration while calculating the total cost to the company.

17.3 If a tenderer fails to quote for any one of the annexures the tender will deemed to be rejected and his quote will not be evaluated in any of the categories.

18 SPECIAL TERMS AND CONDITIONS FOR SUPPLY OF TOURIST TAXI ON MONTHLY BASIS: INSIDE HARBOUR

18.1 The driver will report to the officers in-charge at Dock Office who will ensure filing up of the trip sheet in regard to opening KM., time of reporting at the BHEL point and also details regarding releasing point, KM and time of release. The distance travelled daily will be from shed to shed. Amount admissible for distance between shed to Dock Office will be actuals or 8 kms whichever is less

18.2 The monthly car should be available for our use on all days of the month including Saturdays/Sundays and other holidays. Preferably same car shall be supplied throughout the month for ease of operation.

18.3 BHEL trip sheets will be issued by the company to the taxi driver and the same will be submitted alongwith their monthly bills in support of the claim.

18.4 Each trip will be recorded separately and signed by BHEL's authorised official.

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18.5 At the end of the day, the trip sheet will be closed by the officer in-charge/Dock operations and will be submitted alongwith the contractor's monthly claim. The duplicate copy of the trip sheets will be retained with BHEL.

18.6 The car will have to be supplied daily. The car should be at the disposal of the officer to whom it is intended till it is released by the officer. The car will be used mainly inside harbour and occasionally outside the harbour for 12 hours daily and occasionally beyond 12 hours also. Reporting will be as per the instructions of the Officer-in-charge

18.7 The car to be supplied for BHEL should be well upholstered, clean and preferably not more than one year old and mandatorily not more than two years old. The car supplied should invariably be the same everyday with the same driver(barring unforeseen circumstances)with proper uniform and a photo ID card.

19 COMMENCEMENT OF WORK:

19.1 The Contractor shall commence the work on specific intimation from BHEL in writing or the time indicated in the LOI and shall proceed with the same with due expedition without delay. If the contractor fails to commence the work as per the terms of Order/Contract, BHEL, at its sole discretion will have the right to cancel the Order/Contract. His Earnest Money and/or Security Deposit will stand forfeited without prejudice to any and all of BHEL's other rights and remedies in this regard.

19.2 If the tenderer declines to accept the LOI or is unable to accept the work which has been awarded on the basis of the offer received from the tenderer or revokes the offer within the validity period of the offer or increases the quoted rates, the earnest money shall stand forfeited and are liable to be banned for future tenders.

ANNEXURE – I**PART 2****PRICE BID FOR MONTHLY HIRE INSIDE CHENNAI HARBOUR**

Tata Indigo/Zest/Ford Fiesta/Maruti Swift Dzire Tour/Toyota Etios(sedan)/Xcent/Honda Amaze		
01	Fixed Charges for Vehicle	
02	Fuel cost per Km	
03	Rate per hour used in excess of 12 hrs per day	
04	Outstation trip:	
a	Driver Bata	
b	Night Halt Charges	
c	Per km rate	
05	Distance between shed and Dock Office (Kms)	

GST Percentage : _____

Amount admissible for the distance between shed to Dock Office will be actuals or 8 kms whichever is less

Tenderers may ascertain the working condition inside Chennai harbour before submitting their offers for supply of car for Dock office.

01. Cost of Harbour pass pertaining to car used will be borne by BHEL subject to production of documentary evidences.
02. Reporting/releasing time will be with respect to the time when the vehicles report/ are released by the officer in-charge Dock office. However, when the vehicle is released at a point other than the BHEL/Dock office , the time /Place of actual release will be taken into account.
- 03. GST percentage will also be taken into consideration for evaluation.**

Signature of the Tenderer

Rate Contract For Taxis On Monthly Hire Basis

**PRICE BID FOR OPERATION OF TAXIS ON MONTHLY CONTRACT BASIS.
UNPRICED BID**

PLEASE INDICATE UNDER
EACH CATEGORY AS
QUOTED/NOT QUOTED.

Tata Indigo/Zest/Ford Fiesta/Maruti Swift Dzire Tour/Toyota Etios(sedan)/Xcent/Honda Amaze – Dock Office Inside Harbour		
01	Fixed Charges for Vehicle	Quoted/Not Quoted
02	Fuel cost per Km	Quoted/Not Quoted
03	Rate per hour used in excess of 12 hrs per day	Quoted/Not Quoted
04	Outstation trip:	
a	Driver Bata	Quoted/Not Quoted
b	Night Halt Charges	Quoted/Not Quoted
c	Per km rate	Quoted/Not Quoted
05	Distance between shed and Dock Office (Kms)	Quoted/Not Quoted

GST Percentage : Quoted/Not Quoted

SIGNATURE OF THE TENDERER

* If not quoted for any item, offer may be rejected.