



BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

Transmission Business Group (Southern Sector)

400/220/110kV TANTRANSCO Substation,

Anikadavu Village, Ramachandrapuram Post, Tiruppur, Tamilnadu - 642120

Mobile: 09486502953, Email ID: tbganikadavu@gmail.com

To:

TENDER ENQUIRY NO: **BHEL/TBG-SS/ANKDV/VEHICLE/ENQ/06-16 DATED: 17.06.16**

DUE DATE: 08.07.16 TIME: 15.00 Hrs

Please find herewith enclosed above mentioned tender enquiry providing vehicle (Bolero/Sumo or equivalent) to BHEL, Anikadavu Site on monthly rental basis.

You are requested to submit your most competitive offer so as to reach us positively by the tender opening date & time. THE TENDERS NOT RECEIVED WITHIN SCHEDULED DATE AND TIME ARE LIKELY TO BE IGNORED. BHEL shall not be responsible for any postal delay.

IN YOUR OWN INTEREST YOU ARE ADVISED TO CAREFULLY READ "THE TENDER DOCUMENTS". INCOMPLETE BIDS AND/OR BIDS NOT COMPLYING WITH TENDER CONDITIONS SHALL BE TREATED AS NON RESPONSIVE AND ARE LIKELY TO BE IGNORED.

Please acknowledge the receipt of tender enquiry and send back this letter by ticking the appropriate item below.

V. Sivakumar Reddy

Dy.Engineer, TBG-SS, Anikadavu.

ACKNOWLEDGEMENT BY TENDERER

We acknowledge the receipt of tender.

- (a) The offer against subject enquiry Enq.no: **BHEL/TBG-SS/ANKDV/VEHICLE/ENQ/06-16 DATED: 17.06.16** shall be submitted by the scheduled date and time.
- (b) We regret to quote.
- (c) We regret because of our prior commitments.
- (d) Any other reason.

Signature and Seal of Tenderer

General Terms, Scope and Specific Requirements

BHEL TBG-SS wishes to hire a Bolero/Sumo or its equivalent of 2014 or later model on monthly rental basis for exclusive use of its officials to meet the day-to-day requirement of transportation for Anikadavu Project in Tamil Nadu.

A. SCOPE

1. Providing one no. Bolero/Sumo or its equivalent of 2014 or later model along with driver for the exclusive use of BHEL.
2. Vehicle shall be stationed at Guest House.
3. Daily reporting of driver at office/GH at 8:00 AM.
4. Trips during the day as required/instructed by the officer.
5. Outstation trips, as instructed, shall be made.
6. Flexible timing as required by the officer.
7. Fuel charges will be paid by TBG-SS, BHEL separately as per actual consumption recorded in the log book and as per the market rates.
8. The monthly run of vehicle will be limited to 4000 km, If exceed the extra charges will be paid per each km (after exceeding monthly run of 4000 km) to the party as per the rate quoted in Sl. No 5 of the attached Annexure A.

B. REQUIREMENT

1. Hiring of Bolero/Sumo or its equivalent of 2014 or later model.
2. Suitable for Six passengers.
3. Regular availability for minimum 12 hours per day on all days of the contract, including Sundays and Holidays.
4. The taxis and upholstery/seats shall be maintained regularly.
5. The driver, maintenance and comprehensive insurance of the vehicle shall be arranged by the owner of the vehicle at his cost. BHEL will not be responsible for any loss/ damage/ pilferage of his property or his driver/employees.

C. QUALIFICATION

The minimum qualification criteria for acceptability of the vendors are as follows:

1. The Cars should have valid registration with Digital Meters. The vehicle must have been registered on tenderer's name only.
2. The vehicles shall be in excellent working condition without any dents.
3. All relevant documents (RC Book, etc...) shall be available and a copy to be submitted along with the offer.
4. Valid Comprehensive Insurance for the vehicle and passengers and Driver for contract period, copy to be submitted with offer.
5. The drivers shall hold valid driving licence and be in Navy Blue color uniform, familiar with city routes and be provided with mobiles. For outstation trips, experienced highway driver shall be provided. The drivers shall also meet the following:

- a. Minimum 2 years' experience with proof of valid licence.
 - b. To keep the vehicle neat and clean and maintain time. The drivers shall not smoke or eat gutka/pan masala or be drunk while on duty.
6. The vendor shall arrange an alternate vehicle of the same capacity within 60 minutes, in case of breakdown of vehicle in service.
7. During the course of the contract, vendor shall be able to provide additional vehicles to BHEL, if required on the same rates, terms and conditions.
8. The contractor should arrange at his own cost all required permits, licenses, pollution cards, TaxReceipts etc., and should not cause any inconvenience to BHEL on account of this.
9. Submission of offer shall mean that the bidder has read the bid documents and agrees to abide by the terms and conditions mentioned in the documents.
10. Comprehensive insurance covering the Vehicle, driver, passengers and the third party should be obtained by the contractor. BHEL is not responsible in any case for payment of any loss of life, injury or damage because of engaging of the Car Taxi. In case BHEL has to pay compensation for any loss/damage, the same is to be reimbursed by the contractor to BHEL together with legal expenses. Any amount recoverable from the vendor towards the loss/damage will be recovered from the outstanding payments due or from security deposit. In case the amount is insufficient for such recoveries, the vendor shall make good the balance amount by remitting in the site office of BHEL TBG-SS Anikadavu.
11. Contractor is solely responsible for payment of wages/salaries and allowances to his personnel. BHEL will have no liability whatsoever in this regard.
12. BHEL reserves its right to cancel the tender altogether without assigning any reason whatsoever.
13. BHEL reserves its right to reject any quotation without assigning any reason whatsoever.
14. The courts of RR District, AP shall have sole jurisdiction on any dispute arising out of this contract.
15. Logbook shall be maintained for use of vehicle and shall be kept with driver all the time. The same shall be got signed from the officer using the vehicle at the end of each part of journey on each day and submit the same to engineer in-charge every day for verification and counter signature.
16. During the leave period of your permanent driver, you have to arrange another driver with all above requisite requirement, well in advance to avoid any disruption of your official works.

17. Car parking fees for official duties will be reimbursed on monthly basis of valid parking slips/ vouchers.
18. Total car maintenance of whatever nature, repair charges and other expenses etc. in respect of the car is to be fully incurred and borne by you. Expenditure in connection with replacement of the spares parts, accessories, fittings, tyres, tubes, upholstery etc. and other items of the car is to be incurred and borne exclusively by you. No payment will be made by BHEL for this purpose.
19. Any dispute with regard to the meaning, effect or interpretation of any clause on any matter connected wherewith or arising out of this contract shall be referred to the sole Arbitrator. AGM, BHEL, TBG-SS shall be the sole arbitrator and proceedings shall be conducted in accordance with the provisions of the Indian Arbitration Act, 1940 or any statutory modifications thereof. The venue of arbitration shall be at Hyderabad. The award of the sole arbitrator shall be conclusive, final and binding on the parties.
20. The following accessories / safety devices are to be installed / provided compulsorily in the car taken on hire, both on monthly and on casual basis.
 - a. Seat belts
 - b. First aid box (with minimum facilities as prescribed by a medical practitioner)
 - c. One no. new step-in in the vehicle.
 - d. Necessary tool kit.
 - e. You are required to furnish comprehensive insurance policy including third party liability, which is valid to BHEL. You shall also get it renewed periodically.

D. TERMS

1. The contract shall be valid up to 11 months from contract award date. The contract may be further extended for one or more years on the same terms and conditions, if mutually agreed. The contractor has to give an undertaking for his willingness to supply the services at L1 offer rates, in case the same is considered/offered by BHEL. The Contract will be finalized based on the lowest offer quoted Annexure -A.
2. Contract can be terminated by BHEL by issuing one month advance NOTICE. However from contractor side two months advance notice will be mandatory.

E. PAYMENT

1. Payment will be made in monthly instalments, within 18 days after submission of the bills.
2. Service tax, VAT, if applicable, shall be paid on production of ST registration and PAN.
3. The necessary statutory fee to RTA will be reimbursed by BHEL TBG for travel to outstation destination in states neighbouring TN.
4. Standard driver BHATTA (Dearness) shall be applicable for reimbursement for reporting before 08:00 Hrs. + for stay beyond 20:00 Hrs. Bhatta amount to be quoted in Price Bid as rate for extra hour/night halt as applicable.
5. Night halt charges will be paid as per Sl.No.4 of Annexure – A.
6. **Fuel Charges:** Fuel charges shall be paid as per the prevailing rates.
7. Average mileage of car shall be quoted by the supplier.

F. TAXES, DUTIES & LEVIES:

The bidder shall pay all the taxes, duties, royalties, dead rent, seigniorage and other levies of State/ Central government as applicable on the materials, services or any other items whatsoever in respect of this contract. BHEL does not take any liability whatsoever in this regard. Works contract tax if any, imposed by State/ Central government authorities shall not be reimbursed by BHEL.

G. PENALTY

Following penalty shall be levied for late reporting or in case of breakdown:

1. Late reporting Rs. 150/- hour. In case of a breakdown, an A.C. CAR of the same capacity shall be provided within 60 minutes, failing which, penalty as per the Point no. 2 below shall be recovered.
2. A premier vehicle similar to the contracted vehicle will be hired from market and the bill amount will be deducted from the claims.

ANNEXURE-A**PRICE BID FOR HIRING BOLERO OR ITS EQUIVALENT OF 2014 OR LATER MODEL ON MONTHLY RENTAL BASIS FOR A PERIOD UPTO 11 MONTHS.****Vehicle manufactured Company:****Vehicle Model:****Year of Manufacturing:****Vehicle Number:**

S.No	Description	Rate	
		In Figures	In Words
1.	Basic Rate only for arranging vehicle and driver per month @ 12 Hrs Per Day i.e from 08:00 Hrs to 20:00 Hrs (for local as well as out station)	Rs	Rupees
2.	Mileage - km/Litre (for 0 to 4000 km)km/Litre (Kilometers Per Litre)	
3.	Overtime rate per extra Hour Beyond 12 Hrs per day	Rs	Rupees
4.	<u>OUT STATION TRIPS</u> Night halt charges for out station trips per each night halt (Sl.No.4 is not applicable for out station trips)	Rs	Rupees
5.	Charges per km after monthly run of 4000km (After 4000km item no 2 will not be payable)	Rs	
6.	Service Tax Rate, if any		%

Fuel charges shall be paid as per the prevailing rates. Although payment will be made for actual certified usage but for evaluation of bids item no. 3,4 & 5 will be taken as 30 hrs, 2 Nights & 100 KM.

We agree to supply the services at L1 rates in event of BHEL, TBG-SS, Anikadavu office considering/offering the same to us.

Name & Address of contractor:

Mobile No.:

Email ID:

SIGNATURE OF THE CONTRACTOR