



BHARAT HEAVY ELECTRICALS LIMITED

(A GOVT. OF INDIA UNDERTAKING)
REGIONAL OPERATIONS DIVISION

Nehru Place, 1st Floor, NF/O/03, Tonk Road Jaipur-302015

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Email: anshumanm@bhel.in

Ref: ROD/JP/BHEL/TAXI/ 2018-19

DATE: 18.12.2017

Sub: Tender For Hiring of Taxies on Daily basis for local & outstation journeys for one year

Dear Sirs,

BHEL invites bidders for hiring of **registered taxis (Indigo AC (equivalent segment) / Quails AC (equivalent segment) / Honda City AC (equivalent segment) / Corolla AC (equivalent segment) / Toyota Camry AC (equivalent segment) / Innova AC (equivalent segment))** for Senior Executives, guests and employees for local / outstation journeys on daily contract basis. BHEL, therefore, intends to empanel reputed taxi operators based in Jaipur on rate contract basis for a period of one year for hiring of these cars on "as and when required basis".

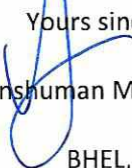
Quotations are invited in **two part bids (part I contains EMD, Techno-commercial bid & part II contains price bids)** in **TWO SEPRATE** sealed covers with Enquiry No. & Date and Quotation Due Date, legibly super-scribed on it, subject to acceptance of the enclosed Terms and Conditions.

The quotation should reach in the office of the undersigned by 15:00 Hrs on or before the Due Date 03.01.2018

SN	Description / Instructions
1.	<ol style="list-style-type: none"> 1) The rates offered shall remain firm, subject to PVC, during the contract period of 1 year. The same may however be extended further for a period of one year with mutual agreement, in writing, on the same Rates, Terms and Conditions. 2) Terms & Conditions (Annexure-"I"). 3) Technical Terms & Conditions /Specification (Annexure-"II"). 4) Commercial Terms & Conditions (Annexure-"III"). 5) General Terms & Conditions (Annexure-"IV"). 6) Details of Business (Annexure-V). 7) Vehicle Duty Slip (Annexure-VI). 8) Acceptance Letter /No Deviation Certificate (Annexure-"VII"). 9) Declaration (Annexure-"VIII"). 10) Technical /Financial Details (Annexure-"IX") 11) Bidder's Details (Annexure-"X") 12) Check List (Annexure-"XI") 13) Price Bid Format (Annexure-"XII") 14) Detail of Vehicles (Annexure-"XIII") 15) Declaration regarding the status of the firm and abatement (Annexure-"XIV") 16) EMD amount of Rs. 3,700/- to be deposited by DD/Pay order drawn in favor of 'BHEL' payable at Jaipur along-with Part-I bid.
2.	<p>IMPORTANT INSTRUCTIONS:</p> <ol style="list-style-type: none"> 1. Vendors must go through all these Annexure carefully before submitting the bid. 2. Offers should be submitted in Two Part Bids. 3. The prices must be quoted in the enclosed Price Format only. 4. Quoted Rates subject to PVC, shall remain FIRM during the entire period of contract. 5. Price Bids of the technically & commercially acceptable parties ONLY shall be opened.

The Part-I offers of the parties shall be opened on **03.01.2018** at **15:30 Hrs** in the presence of authorized representatives of the parties who may like to be present.

Thanking you,

Yours sincerely,

 (Anshuman Mathur)
 DGM,
 BHEL, Jaipur

Terms & Conditions

A. PRE QUALIFYING REQUIREMENTS (PQR) :

- 1) EMD of Rs.3,700/- (Rupees Three Thousand Seven Hundred only) to be submitted by way of either banker's cheque or demand draft drawn **in favour of "BHEL" payable at Jaipur**. Tender not accompanied with EMD will not be accepted and shall not be considered for further evaluation.

No interest shall be payable on EMD amount.

The EMD shall be forfeited in case of:

- i) Withdrawal of bid or increase in rates or change in bid conditions after opening of the tender.
- ii) Refusal to enter into a contract after the award of contract.
- iii) If operations of the contract are not commenced from the date indicated in the award of contract.

2) The bidder should have PAN and Service Tax Registration No.

3) The bidder's average annual financial turnover during the last three financial years ending 31st March'17 should be at least Rs. 55,500 /- .

4) The experience of having successfully completed similar Job/ services during last 7 years ending on 31.12.2017 should be either of the following:-

a) Three similar completed jobs / services with value not less than Rs.74, 000/- each.

Or

b) Two similar completed jobs / services with value not less than Rs. 92,500/- each.

Or

c) One similar completed job / service with value not less than Rs.1, 48,000/-.

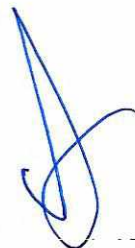
"Similar Job / service" refers to "Providing of taxis on Daily basis for local and outstation duties".

Only work orders and supporting work completion certificates from the clients shall be submitted as proof against S.No.4 of PQR. For example: If you are qualifying as per SNo.4(b), only work orders and work completion certificates of 2 clients each costing not less than Rs. 92,500/- shall be furnished.

The work completion certificate shall be specific to the work order submitted i.e. the specific contract, value of the job, duration of contract / job and declaration of satisfactory performance shall be indicated in the work completion certificate from the client. The certificates shall be issued by competent authority with his / her contact details mentioned, for verification purpose. BHEL reserves the right to verify the correctness of the certificates of the clients.

B. DOCUMENTS REQUIRED IN SUPPORT OF PRE-QUALIFYING REQUIREMENT:

- a) EMD of Rs.3,700/- (Rupees Three Thousand Seven Hundred only) in the form of Pay Order or Demand Draft in favour of BHEL, payable at Jaipur, must be submitted in a separate envelope.
- b) Copy of PAN Card & Service Tax Registration Certificate Form duly signed and stamped by the bidder.
- c) Certified copy of Balance Sheet and profits & loss Account statements of last three financial years i.e. FY 2014-15, 2015-16 & 2016-17 (AY 2015-16, 2016-17 & 2017-18). In case of unavailability of Balance Sheet & Profit & Loss statement for FY 2014-15, CA certificate for the same shall be furnished.
- d) Copy of acknowledgements of IT return of last three financial years i.e. . FY 2014-15, 2015-16 & 2016-17 (AY 2015-16, 2016-17 & 2017-18).
- e) Copies of Work Orders/ award letters indicating the duration of contract, Quantum of business done along with certificates of successful completion in support of proof of experience for the jobs/ services executed by the bidders during last 7 years ending on 31.12.2017 as against SNo.4 of Pre-Qualifying Criteria. BHEL reserves the right to verify the correctness of the documents submitted against fulfilling the PQR criteria.
- f) GSTIN Registration Status with GSTIN no.



Technical Terms & Conditions / Specifications

SCOPE OF WORK

1. The Service Provider shall provide AC Commercial Taxi cars of Model January 2014 or later.

The cars shall be provided at our office premises at BHEL, Nehru Place, Tonk Road, Jaipur or at any other place intimated to the Contractor for travel within or outside Jaipur 'as and when required'.

BHEL expects that the empanelled operator shall have all types of vehicles for which they are quoting in ready/working condition for providing of services.

The anticipated business volume during the contract period of one year towards hiring of vehicles shall be approx. Rs. 1.85 lakhs in respect of BHEL ROD Unit at Jaipur.

The above figure (Rs.1.85 lakhs) is indicative for tender purposes only & does not guarantee the business volumes for the contract period of one year. This may increase or decrease depending upon BHELs actual requirements.

2. **The Contractor shall provide drivers with at least 3 years' experience, adequate knowledge of reading, writing and spoken English / Hindi and in proper uniform having knowledge of different routes as well as minor repair of cars and holding valid driving license. The drivers deputed for duty should be polite and must possess positive attitude in discharging their duty. The reporting time, place, address etc. should be strictly followed by Contractor.**
3. **UNIFORM:** Drivers should be neatly dressed with shoes.
4. **CONDUCT:** The Drivers should be polite and well behaved. Chewing of tobacco, smoking and drinking while on duty will not be tolerated and will be treated as misconduct.
5. The vehicle provided by the contractor must be in excellent condition and must have proper and complete documents. The vehicles should comply strictly with the provision of pollution control in line with the directions of Supreme Court from time to time and should also comply with statutory regulations issued by State Transport Authorities / Central Govt. BHEL shall in no way be responsible for any liability arising due to non-compliance of statutory requirements/regulations w.r.t the vehicle as well as the driver. The contractor must also provide a mobile phone to the driver of the vehicle sent for duty.

6. **In case of non-availability of requisitioned car, it will be the responsibility of the Contractor to provide higher segment cars (model not older than January, 2015) at the same rates.**
7. The Contractor shall maintain the duty slip (for vehicles deployed, on Daily basis) as per Performa enclosed (Refer Annexure-VI). The duty slip should be got signed by the driver from the user at the end of each journey which would indicate the details such as opening and the closing meter reading, point of starting / ending the journey, Places visited, date and time of release of vehicle by the user.
8. **In case of breakdown / servicing / repair, the contractor shall provide alternate vehicle of same make and model within two hours failing which the vehicle shall be hired from other sources at the risk and cost of the contractor.**
9. **At times, when the hiring of the vehicle is for top management official of BHEL/VIP customer, BHEL reserves the right to inspect the vehicle prior to confirming the booking.**
10. **BHEL intends to engage the contractor located in the vicinity of BHEL, Nehru Place, Tonk Road, Jaipur up to 8 KMs.**

Charges on the principle of "Garage-to-garage" basis as per actual distance will be permissible in respect of the journeys starting from places, other than BHEL Jaipur.

However, for journeys starting from and up to BHEL Jaipur, garage-to-garage KMs for each side would be restricted to maximum of 4 KMs or the actual distance between BHEL, Jaipur and the garage of the contractor, whichever is lower.

11. In respect of hiring of vehicle on daily basis, the computation of duty hours shall be from the time of reporting and the time of its release, duly signed by the user. This requirement is mandatory for processing the bill for payment.
12. In case of any accident, BHEL will not be legally responsible for any such liabilities accruing out of the same.
13. Details of payment on account of extra hours & extra usage charges are given in the price bid format (Annexure-XI).



Commercial Terms & Conditions**1. RATE & PRICE VARIATION**

In case of award of contract, the hiring charges shall remain firm for a **period of one year i.e. the ENTIRE PERIOD OF CONTRACT**. However, price variation due to increase / decrease in the price of fuel (normal diesel as available at Petrol Pumps in Jaipur) shall be effective from the date of variation in the price of diesel as per formula given below. BHEL would allow price variation due to increase / decrease in diesel rates (60% component) as per below mentioned formula:

$$\% \text{ Increase / decrease in hiring charges} = \frac{[\text{Revised rate of diesel - base rate of diesel on the date of original tender submission}] \times 0.60 \times 100}{\text{Base rate of diesel on the date of original tender submission}}$$

2. VALIDITY OF OFFERS

The offers submitted by the parties shall be valid for 60 days from the date of opening of Part-I bid. Price bid opening shall be limited to techno-commercially acceptable bidders only. Further, BHEL reserves the right to reject the offer of bidder(s) without assigning any reason.

3. VALIDITY OF CONTRACT

The contract will be valid for a period of one year. The same may however be extended further for a period of one year/part thereof with mutual agreement, in writing, on the same Rates, Terms and Conditions.

4. TERMINATION OF CONTRACT

If at any time the contractor defaults in proceeding with the work with due diligence and continues to do so or commit any default in complying any of the tender terms and conditions even after the notice in writing is given, BHEL may, without prejudice to any other right to remedy which shall have accrued or shall accrue thereafter to BHEL, to terminate the contract by giving 15 days' notice in writing. The notice will be deemed to have been served as and when sent to the address given in the tender.

5. SECURITY DEPOSIT

Security deposit shall be Rs. 9,250/- till the date of validity of contract. The Security Deposit shall not carry any interest. EMD of successful tenderer can be converted and adjusted against the security deposit.

EMD for unsuccessful bidders will be returned.

6. TERMS OF PAYMENTS

In case of award of the work, the payment will generally be made on a monthly basis within 15 days after receipt of the computerized/manual bill in duplicate and verification by user and certification by Officer-In-Charge. No advance money will be paid under any circumstances. Also no interest shall be paid due to delay in making the payment.

The bills in duplicate along with duty slips duly signed by the user of the vehicle or his representative should be sent to BHEL for its payment. It should be ensured that there is no overwriting in the duty slip. Duty slip without signature of the user at the specified places shall not be accepted for payment.

7. The maintenance cost, charges of fuel, road tax, challans, salary of the driver, the overtime of driver etc. **are the responsibility of the contractor and will be borne by the Contractor.** BHEL will, however, reimburse State levies / taxes for outstation journeys (for single entry only) at actual on submission of receipts in original along with the bill.
8. Parking charges, Toll tax, and Service Tax and DND payments, as applicable from time to time shall be extra and borne as per actuals by BHEL on submission of original receipt along with the bill.
9. **INSURANCE:** The vehicle provided must be fully and comprehensively insured (latest copy of insurance cover to be enclosed.)
10. **BUSINESS DISTRIBUTION:** BHEL intends to distribute the work load to max. 02 contractors / agencies with larger share to the lowest bidder, viz., the L1 bidder will be apportioned 60% of the business volume and the remaining 01 successful bidders agreeing to match the L1 rates would share the balance business equally (i.e. 40% of the total business). **No objection to such distribution by contractor / agency, if any, shall be entertained.** However, this shall further be subject to availability of the required vehicles, reliability of Services, dependability of the operator in providing the required services.
11. The cars sent to our office on our requisition shall have all relevant documents like registration Book / Driving License / Insurance / Road Tax Receipt / Border Tax etc. The vehicle should be licensed and shall conform to all Govt. Rules including pollution norms and any other regulation being in force from time to time.
12. **PAYMENTS FOR LOCAL JOURNEYS**

The payment for local journeys will be regulated on the following basis:

- a) **For journeys up to 40 KMs & 4 hrs (Item No. 1 of Price Bid).** : The payment will be regulated on the itemized rates finalized for S.No.2 of the Price Bid.
- b) **For journeys beyond 40 KMs and up to 80 KMs & beyond 4 hrs and up to 8 hrs. (Item No.2 of Price Bid).** : The payment for the journeys beyond 40 KMs and up to 80 KMs and beyond 4 hrs and up to 8 hrs. will be regulated on the itemized rates finalized for S.No.2 of the Price Bid. In addition, the amount payable for extra KM charges (S. No. 3 of Price

Bid) & extra hour charges (S. No.4 of Price Bid) will be calculated and payment will be made.

- c) **For journeys beyond 80 KMs & 8 hrs (Item No.1 of Price Bid)** : For the journeys beyond 80 KMs & 8 hrs. the payment will be regulated on the itemized rates finalized for S. No. 1 of the Price Bid. In addition, the amount payable for extra KM charges (S.No.3 of Price Bid) & extra hour charges (S. No. 4) will be calculated and payment will be made.

13. **PAYMENT FOR OUTSTATION JOURNEYS**: For outstation journeys payment will be restricted to actual KM traveled with minimum of 200 KMs per day. The per KM rate & night charges finalized for S. No. 5, 6 & 7 of the Price Bid will also be applicable for payment of outstation journeys.
14. Night halt charges will be made for outstation journeys only.
15. Contractor shall be solely responsible for payment of wages / salaries and allowances to his personnel that might become applicable under any act or order of Govt. from time to time during the validity of the contract. BHEL shall have no liability whatsoever on this account (i.e. Statutory compliance with regard to vehicle and also the driver deployed including the wages, allowances, and extra hours charges etc. of the driver deployed).
16. BHEL reserves the right to reject any or all quotations without assigning any reason whatsoever.
17. **TAX DEDUCTION AT SOURCE**: Tax shall be deducted at source from the running bill as per applicable Income Tax Rules and other statutory requirements.
18. **DEVIATION**: The Contractor must comply with the tender specification and all terms and conditions of contract. No deviation shall normally be entertained. **Deviation if any should be given in Annex. VII by mentioning the related/affected clause number etc.**
19. **EVALUATION CRITERIA**
- a) The techno-commercial bids i.e. Part-I submitted by all the bidders will be evaluated first. After techno-commercial evaluation, only the price bids of the bidders who qualify the techno-commercial evaluation will be opened on a subsequent date. The date of opening of price bids shall be intimated to the concerned bidders.
- b) Bidders are requested to read the "Notes" provided in Price Bid very carefully before filling up the price bid format. Offer containing incomplete price bid shall be rejected and will not be considered for further evaluation.
- c) The bidders are required to quote item rate for each segment of vehicles in the space provided in the Price Bid Format.
- d) The ranking of the bidders shall be made on the basis of item rates quoted by them. For identification of overall L1, L2, L3 bidders, the evaluation will be done on the basis of the following formula:

$$\text{Status} = 0.4*A + 0.03*B + 0.06*C + 0.06*D + 0.05*E + 0.4*F$$

- A- Rate of Indigo for 80 KMs in 8 Hours
B- Rate of Qualis for 80 KMs in 8 Hours
C- Rate of Honda City for 80 KMs in 8 Hours

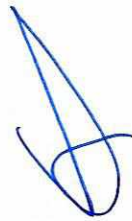
- D- Rate of Corolla for 80 KMs in 8 Hours
- E- Rate of Toyota Camry for 80 KMs in 8 Hours
- F- Rate of Innova for 80 KMs in 8 Hours

The value of status will be considered up to two decimal places to arrive at distinct statuses of all bidders.

- e) However, overall L1 bidder have to accept the lowest rates (in any category/ any type of vehicle) of other bidder whose rates are lowest for that category/ vehicle.

20. PENALTY CLAUSE

- a) **Generally, a prior notice of two hours will be given to the contractors for providing / arranging the vehicle. In case of non-reporting / refusal to provide the requisite car, the same may be hired from any other source(s) at the risk and cost of the contractor. The difference, if any, between the agreed hiring rates with the contractor and the amount payable by BHEL in the event of not providing the vehicle will be recovered from the contractor from the running bills.**



General Terms & Conditions

1. ARBITRATION

- a) In the event of any dispute or difference arising out of the execution of the Order/Contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision between BHEL & Service Provider in any manner touching upon the Order/Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the arbitration of the person appointed by the competent authority of BHEL.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act, 1996 (India) or statutory modifications or re-enactments thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. The venue of arbitration shall be at Jaipur.

- b) In case of order/contract on Public Sector Enterprises (PSE) or a Govt. Deptt., the following clause shall be applicable:-

In the event of any dispute or difference relating to the interpretation and application of the provisions of the Order/Contract, such dispute or difference shall be referred to by either party to the arbitration of one of the arbitrators in the department of public enterprises. The award of the arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law secretary, Deptt. of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the parties hereto finally and conclusively. The parties in the dispute will bear equally the cost of arbitration as intimated by the arbitrator.

2. LAWS GOVERNING THE CONTRACT

The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

3. JURISDICTION OF COURT

Courts at Jaipur shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

4. DEFAULT/ BREACH OF CONTRACT, INSOLVENCY AND RISK PURCHASE

- a) If the Service Provider / Contractor fails to provide the required services as per the Contract and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to / provide services covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the BHEL may be put to incur or sustain by reason of the Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Contractor (Service Provider) and if BHEL so desires, may hire such services and in such manner as it deems appropriate, at the risk and cost of the Contractor (Service Provider) and the Contractor (Service Provider) shall be liable to the BHEL for any excess costs provided that the Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Contractor (Service Provider) shall on no account be entitled to any gain on such services..
- b) Cost of the service made by the BHEL/Service taker at the risk and cost of the contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of services so hired.



DETAILS OF BUSINESS

The Contractor shall furnish the following information along with Part-1 bid for Rate Contract for hiring of Registered Taxis.

1.0	Name of the firm	
2.0	Address for communication	
3.0	Registered Office, if any :	
4.0	Location of Garage(s) :	
	Telephone No. (Office) (Res) (Garage) (Mobile) (Fax)	
5.0	Name of proprietor / partner	
6.0	Name of Bankers	
7.0	Date / year of commencement of Business	
8.0	Whether registered with any Govt. Institution / Undertaking / large corporates of repute. If so, furnish particulars with supporting documents	
9.0	ITR for . FY 2014-15, 2015-16 & 2016-17. Copy of PAN Card to be furnished.	
10.0	Last 3 years audited balance sheet along with Profit & Loss Account of the co. / firm	
11.0	Experience Certificates with Govt. / Public Sector Undertaking / large Corporates of repute.	
12.0	Service Tax - Registration No.	
13.0	GSTIN Registration Status with GSTIN no	
13.0	Any other information	



Annexure -VI

भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited

VEHICLE DUTY SLIP

TO BE FILLED BY THE OPERATOR

1. Name of the Operator: _____	2. Dated: _____
3. Vehicle No.: _____	
4. Driver Name: _____	5. Driver Mobile No.: _____
6. Name & Mobile no. of the user: _____	
7. KM reading at Garage: _____	8. Place of Reporting: _____
_____ Signature of operator/driver	

TO BE FILLED BY THE USER

1- KM reading & time at place of reporting _____
2-Places Visited: _____
3-Date & Time of releasing of vehicle: _____ (To be invariably indicated by the user)
4-Place and KM reading at the time of releasing the vehicle: _____ (To be invariably indicated by the user)
5-Signature of the user at the time of release: _____

Distance (in KM) from place of release to garage: _____

(TO BE FILLED BY THE OPERATOR)

Remarks/Feedback of the user wrt quality of the service

_____ Signature of User

Acceptance Letter / No Deviation Certificate

Notwithstanding anything mentioned in our bid, we hereby accept all terms and conditions of the above tender.

Or

We hereby accept all terms and conditions of the above tender except the following:
(Give reference to Clause Nos. of Terms & Conditions which are not acceptable)

- 1.
- 2.
- 3.
- 4.
- 5.

Note: Any deviation specified elsewhere in the tender shall not be considered. Deviations may or may not be accepted by BHEL.

Signature
With name, Designation & seal of the firm



DECLARATION

I/ We hereby declare that I / we have not been banned or de-listed by any PSU / Government Department / Financial Institute / Court and no case is pending with the police / court against our firm/ partner or the company.

Signature
With name, Designation & seal of the firm



TECHNICAL/FINANCIAL DETAILS

TURNOVER (F.Y.)	2016-17	2015-16	2014-15
Rs./ (Lacs)			

Work Experience fulfilling PQR Criteria (As per work orders and work completion certificate submitted in Part-I Bid)

EXPERIENCE	No. of Work	Value	Customer's Name
1.			
2.			
3.			

PAN Card No. / Name on PAN Card	
Service Tax No. / Taxable Services	

Income Tax Return (F.Y.)	2016-17	2015-16	2014-15
EMD Details	DD/ PO No.	Date	Amount Rs./lakhs

(Signature & seal of the contractor)



BIDDER'S DETAILS

Name of the Contractor /Party/ Firm	
Name of Authorized Representative	
Phone Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address (If Any)	


(Signature & seal of the contractor)



CHECK-LIST (Part-I Bid)
SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER

SNo.	Description of requirement	Yes/ No/NA	Page No(s)
1	Details of work experience, satisfactory work performance certificates.		
2	Copies of the Balance sheet and Profit & Loss account statement of last three financial years i.e. FY 2014-15 ,2015-16 & 2016-17 or duly certified by CA.		
3	Acknowledgement of I-T return of last three financial years i.e. . FY 2014-15 ,2015-16 & 2016-17		
4	Copy of the PAN card.		
5	Copy of Service Tax registration certificate		
6	Terms & Conditions (Annexure-"I").		
7	Technical Terms & Conditions/ Specifications (Annexure-"II").		
8	Commercial Terms and Conditions (Annexure-"III").		
9	General Terms & Conditions (Annexure-"IV").		
10	Details Of Business (Annexure -"V")		
11	Vehicle Duty Slip (Annexure-"VI").		
12	Acceptance Letter / No Deviation Certificate (Annexure-"VII")		
13	Declaration (Annexure-"VIII")		
14	Technical / Financial Details (Annexure-"IX")		
15	Bidder's Details (Annexure-"X")		
16	Check List (Annexure-"XI")		
17	Price Bid Format (Annexure-"XII")		
18	Details of Vehicle ("Annexure-XIII")		
18	Declaration regarding the status of the firm & abatement (" Annexure XIV")		

(Signature & seal of the contractor)



PRICE BID FORMAT**BILL OF QUANTITY/PRICE BID (Rates may be quoted in Rupees Rs.)**

	DESCRIPTION	INDIGO	QUALIS	HONDA CITY	COROLA	TOYATA CAMRY	INNOVA
		(equivalent segment)	(equivalent segment)	(equivalent segment)	(equivalent segment)	(equivalent segment)	(equivalent segment)
		AC	AC	AC	AC	AC	
	Kms Hours						
1.	80 08						
2.	40 04						
3.	Extra Charges per KM						
4.	Extra Charges per Hour						
5.	Hill Journey(<i>Outstation</i>)						
6.	Outstation Journey						
7.	Night Halt Charges						

Please mention the price of fuel considering for quoting hiring charges hereunder

Prices of Diesel Rs. _____ per litre

NOTE:

- 1.) For outstation trips, payment will be restricted to actual KM travelled with minimum 200 KMs per day.
- 2.) Night halt will be given for outstation journeys only.
- 3.) The maintenance cost, charges of fuel, road tax, salary of driver and overtime, challans etc. are to be borne by the contractor.
- 4.) Parking charges, toll tax, service tax and DND Payments, as applicable from time to time shall be extra and borne at actual by BHEL on certification by the user on submission of documentary proof (original receipt). BHEL will also reimburse State levies / taxes for outstation journeys (for single entry only) at actuals on submission of receipts in original.
- 5) Diesel price will be verified from website: <http://www.mypetrolprice.com/21/Diesel-price-in-Jaipur>

(Signature & seal of the contractor


Annexure- XIII

Details of Vehicles Owned

(Attach separate sheet in the following format)

Sl.No.	Registration No.	Make	Model
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Signature
(Seal)



DECLARATION REGARDING THE STATUS OF THE FIRM AND ABATEMENT

I/ We hereby declare that the status of my/our Firm is _____

(Mention whether individual / HUF / Firm / AOP / Public Ltd. / Pvt. Ltd., etc) and that I have/

Have not (tick the applicable) availed abatement under notification No. 26/2012-ST dated

26.06.12 (www.servicetax.gov.in/notifications/notfns-2012/st26-2012.htm) and that I/We have

not taken CENVAT credit on input, input services and capital goods under the CENVAT credit

rules -2004.

Signature

With name, Designation & seal of the firm

