

**NOTICE INVITING TENDER,**

**NIT no. ESH/VH/Tons/Unit#3/T-02, dated :- 28.09.2020**

**Sub: -** Hiring of 1 no vehicle at Tons HPS, sirmour, (MP)

External services Hydro, BHEL, Bhopal invites sealed bid in two part ( part-I: techno commercial bid ; part-II: price bid ) from authorized tour/taxi operators/ companies/ firms/ agencies for hiring of 1 no vehicle during execution rectification/refurbishment and COH of Unit#3 at 3x105 MW Tons HPS, MPPGCL”.

Hiring shall be initially for a period of 8 (eight) Months or completion of works of unit-3 at Tons HPS, sirmour (MP), which ever is earlier. Period can further increase with mutual agreement for next few months or part thereof on pro rata basis with same terms and conditions).

Vehicle hiring criteria for BHEL Tons site are mentioned below. Rate should be quoted on monthly basis detail given below:-

Item no	Description of services	Vehicles category	Type of vehicle	Rate	Usages Area
1	Hiring of Taxi on monthly Rate, Fuel charges are reimbursable as per actual in monthly billing	7 seater like Mahindra Xylo, Tavera, Bolero and Scorpio or equivalent	AC	Per month rate for 7 days a week working and 3500 KM ( approx.) monthly running	In 3x105 MW Tons HPS, sirmour, distt Rewa, MPPGCL

**SCHEDULE OF TENDER**

Name of work	Hiring of 1 no vehicle during Rectification / refurbishment and COH work of Unit#3 at Tons HPS, sirmour, (MP)
Tender no	ESH/VH/tons/Unit#3/T-02 dated :- 28.09.2020
Scope of work	<p><b>a)</b> Reporting place for the vehicle shall be at MPPGCL guest House in Tons HPS, Sirmour(MP).</p> <p><b>b)</b> The vehicle shall be used for visiting places in &amp; around Tons power house, such as sirmour, Rewa (MP)/ Dabhora, bus stand/ railway station, market or local travelling to nearby town as per the instructions of Site In charge.</p>
Techno commercial bid- : Part-I	Taxi service provider should be registered and having a good record of accomplishment of services. (refer terms and condition annexure-I)
Qualifying criteria	As per annexure-II
bidder's profile & certificates	As per annexure-III
quotations for hiring vehicle i.e. Price bid : Part-II	As per annexure- V
Date of uploading Tender on BHEL website	28.09.2020
Due date & time of bid submission	On or before 12.10.2020, 11:00 hours.
Due date & time of bid opening	12.10.2020, 14:00 hrs. at BHEL, Bhopal.
Venue for submission & opening of tender	Green Box, Tender Room, BHEL Bhopal, M.P.-462021
Contract Period	8 (eight) Months or completion of works at Tons HPS, sirmour (MP). which ever is earlier; can further increase with mutual agreement for next few months or part thereof on pro rata basis with same terms and conditions.

Minimum validity of tender offer	90 days from the date of opening of technical bid
Services to be offered	Providing vehicle on monthly hiring basis.
Amount of EMD& SD to be deposited	NA
Cost of Bid	NA

**NOTE:**

1. BHEL reserves the right to accept or reject any of the bid / all the bids or cancel or withdraw the invitation of tender without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action by BHEL.
2. It is apprehended that site work will be completed in eight months. As such, contract period shall be for eight months. However due to unforeseen reasons / site conditions, if the work is completed before / after eight months, accordingly contract may be closed earlier than contract period or may be extended further on prorata basis, on same terms & conditions. In such cases, the same rates shall be applicable.
3. Quotation should be submitted in the separately sealed envelope. under two bid system viz. (part-I: techno commercial bid; part-II: price bid)

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**Annexure- I**

**NIT: no ESH/VH/Tons/Unit#3/T-02, dated: - 28.09.2020**

**Part-I: Techno commercial bid**

**Sub:** Hiring of vehicle at Tons HPS, sirmour, (MP)

External services Hydro, BHEL, Bhopal invites sealed quotations for hiring vehicle during Rectification / refurbishment and COH work of Unit#3 at Tons HPS, sirmour, (MP).

**Terms & Conditions**

1. Reporting place for the vehicle shall be at MPPGCL guest House , Sirmour, Rewa MP.
2. Normal working hour shall be 12 Hrs for all days of the month. Depending upon the requirement the working hours may be from 08:00 AM to 08:00 PM.
3. The vehicle shall be used for visiting places in & around Tons power house , such as sirmour, Rewa (MP)/ Dabhora, bus stand/ railway station, , market or local travelling to nearby town as per the instructions of Site In charge.. No extra charges shall be paid over and above referred rates by the company. However, Parking and Toll charges will be borne by BHEL, for which actual receipts are to be submitted.
4. Vehicle shall be 7 seater like Mahindra Xylo, Tavera, Bolero and Scorpio or equivalent with operational AC, registered as Taxi after 1st September 2015. It should be in very good running condition with necessary seating comforts. Work order may be cancelled immediately if BHEL site in charge does not find vehicle in adequately good running condition & comforts.
5. Vehicle bidder shall quote rates including fuel charges, OT charges etc in the attached Annexure "V". Bidder may quote for more than one vehicle type separately.
6. Fuel cash memos with details and logbook shall be maintained by the contractor for record of actual fuel consumption / running of vehicle.
7. Logbook shall be signed on daily running basis.
8. The vehicle bidder shall provide a licensed driver with mobile phone, neat & clean dress and should complete all legal formalities. He should be physically fit. vehicle provided should be thoroughly washed and cleaned.
9. In case if vehicle is off road for minor / major maintenance, alternate vehicle is to be provided by bidder. In case of noncompliance of the same the vehicle shall be hired from market at risk and cost of bidder.

10. The bidder shall provide additional vehicle if asked by BHEL on the same rate as per annexure-V and terms & conditions as per annexure-I.
11. The payment shall be made within 60 days after end of the work through NEFT/ Cheque after deduction of income tax/GST at the prevailing rates. Any new taxes, duties, levies if imposed by the Govt. after submission of quotation shall be paid extra by BHEL.
12. NEFT details are to be submitted by the successful bidder within one week on placement of order.
13. The bidder shall provide electronic Fund Transfer (EFT/RT/RTGS) Details, PAN details, service tax/ in bidder profile details (refer annexure-II).
14. GST registration number if applicable shall be provided in bidder profile details by vehicle bidder to BHEL (refer annexure-II). Statutory deductions will be applicable as per law.
15. The driver shall be required to keep valid driving license, vehicle registration, and comprehensive insurance including that of driver, road permit & other necessary documents as per relevant acts applicable as per vehicle act of the state.
16. Any fine levied on vehicle or driver because of not following any Central/State Government rules will be borne by vehicle bidder.
17. The bidder shall submit details of valid driving license, vehicle registration, and comprehensive insurance including that of driver, road permit & other necessary documents as per relevant acts applicable as per vehicle act of the state in bidder statement of vehicle in attached annexure-III of qualifying criteria of bidder.
18. The driver should have sufficient cash to pay for any toll tax / parking charges / entry tax as and when required and also should be in position to pay for any minor repairs necessitated due to sudden breakdown of the vehicle on the road.
19. In no case, money should be borrowed by driver from the occupant of the taxi. Any payment to driver including his food and incidental shall be borne by contractor.
20. Payment for vehicle running, duty in excess of 12 hrs / day and night halts at outstation shall be paid extra. Night halt & overtime will not be paid simultaneously. In case of outstation duty, only night halt will be paid extra.
21. Consumption of drugs/alcohol by driver during duty time is strictly prohibited.
22. The service of vehicle can be discontinued by either side on giving 7 days' notice & balance payment will be released on pro rata basis.
23. Vehicle service can be made on hold by BHEL site in charge temporarily on giving prior notice of 2 days with a relevant reason of held up of site operation. During that period, only hire charges will be paid on pro rata basis and vehicle service again can be restored on notice period of 2 days.

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24. Price shall be firm & no variation what so ever shall be allowed after award of contract.
25. In case of any accident of vehicle all liabilities related to accident shall be on contractor's (vehicle bidder) account.
26. No advance payment of any type shall be given.
27. Vehicle bidder shall submit bill after completion of calendar month and at completion of work with details of hire charges, fuel consumption, OT, outstation charges, toll charges and parking charges etc.
28. Payment shall be done by Electronic Fund Transfer (EFT) to the bidder as per EFT details provided by bidder.
29. Payment of the bills raised will be done within 60 days.
30. As per NIT condition the initial period of hiring is for 8 months, which can be extended / short closed depending on completion of work. Payment for part of month will be done on pro-rata basis.
31. Declaration by bidder for their near relative (s) shall be certified.

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**BIDDER'S PROFILE & CERTIFICATES**

1. Name of the bidder/firm (In case of Proprietary/partnership firms, the tender has to be signed by Proprietor/Partner only, as the case may be)

2. Address of the firm

(Give both Registered office and -----  
Operating/Branch office details -----

3. Telegraphic Address -----

e- mail id: -----

4. Telephone/mobile No.

(Off)-----

(Res)-----

(Mobile)-----

5. Registration & Incorporation particulars of the firms:

**(Please attach attest copies of documents of registration/incorporation of your firm with the competent authority as required by business law)**

i) Proprietorship.....

ii) Partnership.....

iii) Private Limited.....

6. Name of the

Proprietor/Partners/Directors.....

7. Permanent Income Tax Number, Income

Tax circle

**(Attach a copy of PAN card)** -----

8. GST Registration No. ( if applicable)

**(Attach attested copy)**

9. Bidder's bank, its address and his current

Account no .....

Place..... Signature of bidder/ Authorized Signatory.....

Date..... Name of the bidder.....

Seal of the bidder

**Annexure-III****QUALIFYING CRITERIA OF BIDDER****Bidder's Name** .....**Company's Name** .....

Vehicle should be registered as Taxi after 1 September 2015. Registration numbers of vehicles to be given together with make ( photocopies of registration book/ lease agreement should be attached). Bidders shall submit copies of valid documents as mentioned below table:

Sl. No .	Registration Number	Make, Model & Year of Manufacture	AC/ Non AC	Date of Registration	Vehicle Bidder's Name	Validity details		
						Permit	Road tax	Insurance

The details furnished above are correct and true. I undertake to produce the original documents of the above said vehicles for verification.

Place..... Signature of bidder/Authorized Signatory.....

Date..... Name of the Bidder.....

Seal of the Bidder.....



**Annexure-IV**

**CERTIFICATE FOR NEAR RELATIVES IN BHEL**

I .....S/o.....hereby certify that none of my relative(s) as defined in the tender document is/ are employed in BHEL as per details given in tender document. In case at any stage, it is found that the information given by me is false/ incorrect, BHEL shall have the absolute right to take any action as deemed fit without any prior intimation to me.

I/We hereby declare that the information furnished above is true and correct.

Place:..... Signature of bidder/ Authorized Signatory.....

Date:..... Name of the Bidder.....

Seal of the Bidder.....

The near relative (s) means:

- a) Members of Hindu undivided family;
- b) They are husband and wife.
- c) The one is related to the other in manner as father, mother, son(s) & son's wife (daughter -in-law), daughter (s) & daughter's husband ( son -in-law) brother (s) and brother's wife, sister (s), sister's husband ( brother-in-law).

Any breach of above conditions by the company or firm or any other person, the tender/ work will be cancelled.

**Part-II: Price bid**

To

Sr. Manager. (ESH)  
BHEL Bhopal M.P.

Our charges towards hiring of 1 no vehicle during Rectification / refurbishment and COH work of Unit#3 at Tons HPS, sirmour, (MP). Our rate are based on hiring period of 8 months or completion of the work whichever is earlier.

**Details of vehicle**

Manufacturer:

Make name: -

Model No:

Year of registration: -

Registration number: -

Address of the vehicle bidder: -

(1)	(2)	(3)	(4)	(5)
Sl No	Description	*Qty(qty used for L1 calculation purposes only)	Rate (Rs.)	Total (Rs.)/Month
1.	Hiring Charges of vehicle with the driver	1(one)	Rs..... Per month	
2.	Fuel average@..... KM/Ltr	Estimated running 3500 KM per month( approx.)	Rs ...../Ltr	
3.	Over time after 12 hrs duty, on per hrs basis	20 hrs per month	Rs..... Per hr.	
4.	Out Station Charges	4(Four) night stay per month	Rs..... Per night stay	
			<b>Total</b>	

**Total In words Rs.**

Note: 1. Above prices are inclusive of all the taxes except GST/Service Tax.

GST/Service Tax will be charged on actual rate if applicable.

2. Petrol / Diesel charge will be applicable on actual rate basis.

3. \*The details given in column 3 (qty), are for comparative analysis to decide L1 bidder. The payment will be made on the actual service quantity basis.

4. Bidder shall be finalized as per lowest price among all 7 seater vehicle quotations.

I / we unconditionally agree to all the terms and conditions listed in the Annexure- I of this NIT.

**5. Correction / over writing in above quoted rates will not be acceptable**

**Name of the agency with stamped / sign.**

**Address:**

**Mobile numbers: -**