

ANNEXURE-A

Sub: Establishing Rate Contract for transportation of small consignments on Door delivery/collection on All India basis.

We have regular dispatch of consignments from BHEL R&D and also receive consignments from our Mumbai Office as well as from our suppliers located all over India anywhere to anywhere. In this regard we intend to **establish a Rate Contract for a period of TWO YEARS.**

- a) Our payment terms : Payment towards transportation shall be on credit basis against delivery and submission of bills with proof of delivery once in fortnight.
- b) Octroi Charges shall be reimbursed at actuals on submission of proof. No advance payment will be paid. The contractor should note and quote accordingly.
- c) As we have Open Corporate Insurance Policy, all the consignments will be insured by BHEL R&D. No other proposal will be accepted for insurance coverage or no ROV will be paid. Contractor may quote suitably.
- d) The Contractor should explicitly convey their acceptance/willingness to provide Open Delivery Certificate as demanded by BHEL R&D in case if any damage/loss occurred and noticed while taking delivery of the consignment at either of the receiving end. However, an endorsement to this effect will be recorded on the docket while acknowledging the receipt.
- e) The Contractor should make a note that BHEL R&D will not guarantee minimum business per month.
- f) The Contractor should note that no amendments or alterations to the Terms, Conditions and Rates will be entertained/accepted during the tenure of the Rate Contract of **TWO YEARS.**

Contractor should quote the competitive offer in a sealed cover taking care all the points herein indicated:

- a) The contractor should quote minimum docket charges. Please note that the weight of the consignment at times would be very less and the

value may be very high. There should not be any restriction in any manner to lift the consignment irrespective of its weight and cost and the Contractor should invariably convey their specific acceptance/willingness to carry out the job.

- b) Heavy consignment on weight basis.
- c) Light weight/fluffy consignments on volume (CFT) basis.
- d) ESS charges if any to different destinations wherever your outlet branch does not exist.
- e) Indicate the Rate applicable for any DPH.
- f) Quote schedule of rates for different ranges of weight i.e. upto 1000 Kgs. and 1001 to 2500 Kgs.
- g) Submit list of All India Branches.