



# Bharat Heavy Electricals Limited

(A Govt. of India Undertaking)

Human Resource Development Institute

PURCHASE DEPARTMENT

By **COURIER SERVICE**

Please Quote TENDER ENQUIRY No. in all correspondence

**TENDER ENQUIRY**

Tender Enquiry Ref. No. MG/DS/PUR/002

Dated: 17.11.2015

M/s

**Tender Submission Date: 09.12.2015 (13.00 Hrs.)**

**Tender Opening Date (Part-I): 09.12.2015 (16.00 Hrs.)**

Sub: Rate Contract for Bus Hire for Two Years (2015-17):

Dear Sirs,

Most competitive rates are invited from reputed agencies for Rate Contract for Bus Hire for Two Years (2015-17). Quotations received late are likely to be ignored.

Part-I of the Tender will be opened in this office on 09.12.2015 (1600 Hrs.) in the presence of the representatives of the bidders who may choose to be present.

Procedure for submission of sealed tenders:

The bidder must submit their tender as required in separate sealed covers prominently superscripted as:

Part-I: Cover – I: Techno-Commercial Bid (Annexure- I, Annexure- II)

Part-II: Cover –II: Price Bid (Annexure- III)

Each cover should also indicate the Tender no., due date & Time as mentioned above and vendor/supplier's contact details with full address. The validity of offer should be 3 months from the date of Part-I opening

Part – I/ (Cover – I) – Techno Commercial Bid: Please submit all requirement as mentioned in Pre - Qualifying Requirements (Annexure- I, Annexure- II).

Part – II/ (Cover-II) - Price Bid: Only Price Bid in the prescribed Price Format (Annexure-III) should be enclosed in Cover-II (duly sealed).

These two separate covers i.e. Cover I & II shall together be enclosed in a third envelope and this sealed cover shall be superscribed with Tender no. Due date and Time and submitted to this office. The Quotation should reach this office at the following address, latest by 1300 hrs on 09.12.2015

Sr.Engineer/ Purchase  
Bharat Heavy Electricals Limited  
Human Resource Development Institute  
HRD & ESI Building, Plot No.25, Sector – 16A,  
NOIDA – 201301 (U.P.)

Telephone: 0120-2416357 Fax: 0120-2515431, E-mail [dshekhar@bhel.in](mailto:dshekhar@bhel.in), Home Pg. [www.bhel.com](http://www.bhel.com)

HRD & ESI Complex, Plot No. 25, Sector-16A, NOIDA-201301, Gautam Budh Nagar (U.P.)

Regd.Office: BHEL House, Sirifort, New Delhi-110049




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Part-I / Cover- I: Techno Commercial Bid will be opened at 1500 hrs on 09.12.2015 in presence of the representatives of the bidders who choose to be present. Part - II/ Cover - II Price Bid of only those bidders who qualify in the techno-commercial bid will be opened later, for which a separate intimation will be sent in due course of time.

  
17/11/15  
Deepak Shekhar  
Sr. Engineer/ Purchase

Encls:

1. Pre Qualifying Requirements: Annexure - I
2. Special Terms and Conditions: Annexure - II
3. Price Format: Annexure - III



# Bharat Heavy Electricals Limited

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**Annexure-I**

**Tender No.MG/DS/PUR/002**

**Date: 17.11.2015**

## **Pre Qualifying Requirements:**

Sl. No.	Description	Documents to be submitted
1.	Average Annual financial turnover during the last 3 years, ending 31 <sup>st</sup> March 2015, should be at least 4.80 Lakhs	a.)Balance Sheet of Last three years ending 31 <sup>st</sup> 2015 b.) Copy of Certificate of incorporation /copy of partnership /instrument of partnership.
2.	Experience of having successfully completed similar works during last 7 years ending 31 <sup>st</sup> march 2015 either of the following: -  a. Three similar completed works costing not less than the amount ₹ 2.2 Lakhs. or b. Two similar completed works costing not less than the amount equal ₹ 2.75 Lakhs or c. One similar completed work costing not less than the amount ₹ 4.4 Lakh.	a.)Completion Certificate from Hiring agency.
3.	The Bidder should have minimum one number of Air Conditioned Bus from both categories from 27 seater and 42 seater 2012 model and above.	a.)Self Declaration that minimum one number of Air Conditioned bus of minimum two categories each. b.)Photocopy of Vehicle Registration Certificate, Valid Pollution Under Control Certificate, and fitness Certificate for the vehicle.
4.	Service Tax Registration (if applicable as per service Tax Acts/Rules)	Copy of service Tax registration indicating Service Tax number, if applicable as per service Tax Acts/Rules
5.	PAN CARD	Copy of PAN CARD
6.	The Bidder should have his office in Delhi/Noida with phone/mobile/e-mail connection.	Details to be furnished along with the technical bids in annexure titled "Details of Bussiness"



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PURCHASE DEPARTMENT

Annexure-II

Tender No. MG/DS/PUR/002

Date: 17.11.2015

## Special Terms and conditions

1. Rates will be including of Fuel, Driver, Maintenance, Repair etc.
2. Detailed nos. of trips are indicative and may vary during the contract.
3. Service Tax will be payable extra as applicable. Valid Copy of Service Tax registration to be submitted.
4. Parking Charges, Toll Taxes, State Taxes etc. will be payable extra on submission of documentary evidence.  
  
Delhi and Noida visit will be treated as local duty and no State Tax because it is not charged by Government. However, if Government notifies Delhi – Noida travel is chargeable for State Tax it will be payable.  
  
Above all charges will be reimbursed which will incur after pickup at HRDI and before drop at HRDI. Any charges incurred during Garage to HRDI/HRDI to Garage will be borne by Transporter.
5. Generally Transporter will be intimated one or two day prior but Vehicle should be availed also on a notice of 4 hours.
6. Vehicle should reach on report time. A penalty of 5 % of hire charge will be deducted for each half hour delay or part thereof, subject to maximum 20% of hire charges.
7. Payment will be released within 30 days on submission of bill and supporting documents against satisfactory services.
8. In condition of breakdown, accident etc. standby vehicle should be provided at cost of transporter and transporter will be responsible.
9. Transporter should ensure that driver and staff are well dressed and well behaved and must carry Mobile.
10. No additional charges will be payable for visiting destination not covered under instruction, Route Diversion and delay Due to traffic.
11. In case of providing uncomfortable/faulty vehicle, misbehave by driver or staff and not providing satisfactory services penalty will be deducted according to case. In such cases BHEL decision will be final and valid.
12. In case of non-availability of vehicle after confirmation of service 50 % of Hire charges will be recovered from transporter. However, If BHEL hire such vehicle on hire on higher rates addition cost will be recovered from transporter.
13. Transporter should quote their rates for various destination of Air Conditioned and Non- Air conditioned vehicle and this rate will be Firm for Two years. However, Provision of revision of rates will be applicable according to change of Diesel Price.

Telephone: 0120-2416357 Fax: 0120-2515431, E-mail [dshekhar@bhel.in](mailto:dshekhar@bhel.in), Home Pg. [www.bhel.com](http://www.bhel.com)

HRD & ESI Complex, Plot No. 25, Sector-16A, NOIDA-201301, Gautam Budh Nagar (U.P)

Regd. Office: BHEL House, Sirifort, New Delhi-110049

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17/11/15



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## 14. Rules for Rate Revision:-

- a. Diesel Rates will carry 60 % weightage of Hire Charges.
- b. Rates will be revised on each 4 month and will be valid for next four month and no any revision will be entertained during this period in respect of diesel price variation.
- c. Rate revision shall be calculated Based on Whole Sale Price Index Base Year 2004-2005=100 { Commodity - High Speed Diesel (HSD)}
- d. Rate & Price Variation:-

(Revised rate of diesel on the date of change of diesel price as declared by Govt. of UP - Rate of diesel on the date of Original tender submission) x 0.60 x 100

% Increase/ decrease in Hiring =  
Charge

-----  
Rate of diesel on the date of Original tender  
Submission

15. From March To October Air Condition of Vehicle will be operated and from November to February Air Condition must be "off". Hence, fare for air conditioned Vehicle will be payable only from March to October and Non Air Conditioned vehicle fare will be payable from November to February.
16. Offers from banned firms/parties will rejected. List of banned firms is available on BHEL's Website [www.bhel.com](http://www.bhel.com).
17. BHEL can extend the contract period based on your acceptance.
18. BHEL Reserves right for Termination of Contract without assigning any reason.
19. Security Deposit :-
  - a. Security Deposit of amount equal to 50 % of maximum hire charges of categories.
  - b. In case of recoveries from Security Deposit Transporter should deposit amount equal to recovery for further consideration of service.
  - c. Security Deposit will be revised according to revision of rates.
20. Buses should be 2012 and above models with comfortable hatchback seats.

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17/11/15

Price Format for Bus Hire for HRDI Programs							Annexure-III	
Sl.No.	Description of Trip	Maximum Duration (Hours)	No. of Trips	Rate (₹)		Amount (₹)		
				In Figures	In Words	In Figures	In Words	
1.1	HRDI Noida to Short Visit(Single Site Visit any where in Noida & Delhi):- HRDI to IMF Dhaula Kuan/Akshardham Temple/Lotus Temple/Lajpatnagar/ Sarojini Nagar/Delhi Haat or any other location in NOIDA or Delhi & Return Back <b>Maximun Distance of Trip 40 KM (20x2) Minimum Distance 20 KM (10x2).</b> <b>Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXX	XXXXX	XXXXX	XXXXX	
1.1.1(a)	27 seater Bus AC Deluxe Bus	6	2					
1.1.1(b)	27 seater Bus Non AC Deluxe Bus	6	2					
1.1.2(a)	41 seater Bus AC Deluxe Bus	6	2					
1.1.2(b)	41 seater Bus Non AC Deluxe Bus	6	2					
1.2	HRDI Noida to Short Visit(Single Site Visit any where in Noida & Delhi):- HRDI to IMF Dhaula Kuan/Akshardham Temple/Lotus Temple/Lajpatnagar/ Sarojini Nagar/Delhi Haat or any other location in NOIDA or Delhi & Return Back <b>Maximun Distance of Trip 40 KM (20x2) Minimum Distance 20 KM (10x2).</b> <b>Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXX	XXXXX	XXXXX	XXXXX	
1.2.1(a)	27 seater Bus AC Deluxe Bus	10	6					
1.2.1(b)	27 seater Bus Non AC Deluxe Bus	10	2					
1.2.2(a)	41 seater Bus AC Deluxe Bus	10	2					

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**Price Format for Bus Hire for HRDI Programs**

**Annexure-III**

Sl.No.	Description of Trip	Maximum Duration (Hours)	No. of Trips	Rate (₹)		Amount (₹)	
				In Figures	In Words	In Figures	In Words
1.2.2(b)	41 seater Bus Non AC Deluxe Bus	10	2				
2	HRDI Noida to Delhi Visit(Multiple Site Visit in Delhi):- KarolBagh, Connought Place,LajpatNagar, Lotus Temple, Qutub Minar,Humayun Tomb, Red Fort,Vijay Chowk, Raj Ghat(India Gate By Pass), Birla Mandir, and any other location in Delhi & Return Back. <b>Maximun Distance of Trip 80 KM.</b> <b>Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXXX	XXXXXX	XXXXXX	XXXXXX
2.1(a)	27 seater Bus AC Deluxe Bus	12	14				
2.1(b)	27 seater Bus Non AC Deluxe Bus	12	2				
2.2(a)	41 seater Bus AC Deluxe Bus	12	2				
2.2(b)	41 seater Bus Non AC Deluxe Bus	12	2				
3.1	HRDI to NCR Visits (Single Destination Visit in Other Than NOIDA and Delhi):- HRDI to Hotel Rajhans, SuarajKund, Faridabad(Haryana) or any other Location in Faridabad & Return back <b>Maximun Distance of Trip 50 KM. Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXXX	XXXXXX	XXXXXX	XXXXXX
3.1.1(a)	27 seater Bus AC Deluxe Bus	12	1				
3.1.1(b)	27 seater Bus Non AC Deluxe Bus	12	1				
3.1.2(a)	41 seater Bus AC Deluxe Bus	12	1				

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Price Format for Bus Hire for HRDI Programs							Annexure-III	
Sl.No.	Description of Trip	Maximum Duration (Hours)	No. of Trips	Rate (₹)		Amount (₹)		
				In Figures	In Words	In Figures	In Words	
3.1.2(b)	41 seater Bus Non AC Deluxe Bus	12	1					
3.2	HRDI to NCR Visits (Single Destination Visit in Other Than NOIDA and Delhi):- HRDI to DLF CyberCity Gurgaon(Haryana)/Maruty Plant Manesar or any other Location in Gurgaon & Return back <b>Maximun Distance of Trip 130 KM. Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXX	XXXXX	XXXXX	XXXXX	
3.2.1(a)	27 seater Bus AC Deluxe Bus	14	1					
3.2.1(b)	27 seater Bus Non AC Deluxe Bus	14	1					
3.2.2(a)	41 seater Bus AC Deluxe Bus	14	1					
3.2.2(b)	41 seater Bus Non AC Deluxe Bus	14	1					
4	HRDI NOIDA to Long Distance visits outside NCR and Return (Such As Agra etc.) <b>Maximun Distance of Trip 500 KM. Distance &amp; Time to be measured from pick up &amp; drop at HRDI.</b>	XXXXX	XXX	XXXXXX	XXXXX	XXXXX	XXXXX	
4.1(a)	27 seater Bus AC Deluxe Bus	16	1					
4.1(b)	27 seater Bus Non AC Deluxe Bus	16	1					
4.2(a)	41 seater Bus AC Deluxe Bus	16	1					

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Price Format for Bus Hire for HRDI Programs						Annexure-III	
Sl.No.	Description of Trip	Maximum Duration (Hours)	No. of Trips	Rate (₹)		Amount (₹)	
				In Figures	In Words	In Figures	In Words
4.2(b)	41 seater Bus Non AC Deluxe Bus	16	1				
<b>Total</b>				<b>In Figures</b>		<b>In Words</b>	

**NOTE:-**

1. Service Tax extra as applicable as per prevailing rules

2. Parking, Toll, Service Tax and State Tax in NCR (Excluding Noida) payable extra against documentary evidence. (Trips between Delhi - Noida will be considered as local duty and no state tax will be payable extra)

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17.11.15