



भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
Amorphous Silicon Solar Cell Plant, Gurgaon

Mailing Address : BHEL-ASSCP, C/O BHEL HOUSE, Siri Fort, New Delhi - 110049
Phones : +91-124-2579217, 219, 222, 223, 224
Fax : +91-124-2579221 E-mail

To:

Ref: **ASP: TPT: AK:Gurgaon**

Date: **19.02.2015**

Sub: **Requirement of 4+1 seater or equivalent vehicle on Monthly Rate Contract**

Sir,

Quotations are sought from reputed transport contractors with sound financial background for running a 4+1 seater_or equivalent vehicle not older than Jan 2013 model to transport our company staff from Gurgaon to BHEL-ASSCP and other official duties, on monthly contract for a period of one year wef 10th April 15. Our office is located at Gwalpahari on Gurgaon-Faridabad Road, and about 3Km from Mandi village, about 10Km from Mehrauli. We request you to give your best quote in sealed envelopes and deliver as detailed below:

Last date for receiving bids at:

BHEL-ASSCP Gurgaon - Faridabad Road, Gwalpahari, Gurgaon is 12.00 Hrs.18.03.15

Opening of Tender is at BHEL-ASSCP Gurgaon - Faridabad Road, Gwalpahari, Gurgaon on 18.03.15 at 14.00 Hrs

Quotations should to be submitted in two parts – Techno-Commercial bid and the financial bid in two separate sealed covers. (Formats enclosed).

The above mentioned two sealed envelopes must be packed together in third sealed cover and addressed to:

Shri Ashish Kumar
Engineer (MSE)/BHEL ASSCP

Quotation can also be deposited in the tender box located at security Gate of BHEL ASSCP.

Alternatively tender documents can be downloaded from our website **www. bhel.com**

Offers can also be submitted through email and have to be sent in PDF format to Email ID asscptender@bhel.in.
only .Copies should not be marked to any one.

The email offer should have two attachments. One attachment shall contain technical and commercial bid
The second attachment shall contain Price bid. The subject of email should contain Enquiry No, Enquiry date and Due date.

Yours faithfully,

Ashish Kumar
Engineer- MSE

Specifications for Rate Contract of Transport Services on GURGAON Route

1. Quotations are sought from reputed transport contractors with sound financial background for running a 4+1 seater or equivalent vehicle not older than Jan 2013 model to transport our company staff from Gurgaon to BHEL-ASSCP and other official duties, on monthly contract for a period of one year w.e.f 10th April' 15.
Our office is located at Gwalpahari on Gurgaon-Faridabad Road, and about 3Km from Mandi village, about 10Km from Mchrauli.

2. **The following Price Variation Clause to be used:**
Any increase / decrease in hiring rates will be regulated as per the following formula based on the cost of fuel:
$$\frac{(\text{Revised rate of fuel} - \text{base rate on which contract was awarded}) \times 0.60}{\text{Base rate of Fuel}}$$

* Base rate will be Cost of CNG per Kg at the start of contract

Present rate as on 31.01.2015 is Rs 38.15/Kg (in Delhi)

Terms and condition for 4+1 seater or equivalent Vehicle

1. Garage Location : Sec 5 Gurgaon, Haryana
 2. Model of Vehicle (not older than Jan 2013)
 3. Income Tax PAN no. :
 4. Name of Vehicle Owner :
 5. List of vehicles available : Attach list as Annex-I(in case of breakdown of regular Vehicle, Alternate vehicle of same capacity should be available)
 6. Experience (Existing Clients) : Enclose list : Attach list as Annex-II
 7. Income Tax Return : Last Two years (Min Turnover Rs 10 Lakhs)
(Certified Balance Sheet copy along with Profit And Loss Statement for year ended 31st Mar 2013 and 31st March 2014. In absence of this, Certification of CA may be submitted)
 8. **The Vehicle must have commercial registration with all due permits required to run such transport services as per Motor Vehicle Act. The deployed Vehicle should be company approved for 4+1 seating arrangement.**
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9. Service Tax will be regulated as per prevalent guidelines by Government of India, on the subject.
Submit Annexure A and B regarding service tax scheme opted. (Abatement/Non Abatement)
 10. The work to be carried out under this work order will be in the manner approved by Bharat Heavy Electricals Limited, ASSCP Plant, therein after called BHEL.
 11. All charges on account of fuel, License fee, Insurance and other connected expenses in connection with the vehicle shall be borne by the contractor.
 12. The Toll Tax, UP / Haryana / Delhi Road tax, Passenger Tax and parking charges if any will be paid by contractor and the same will be reimbursed by BHEL/ASSCP on submission of actual / original receipts.
 13. The contract will commence w.e.f. **10/04/2015 and shall be upto 09/04/2016.**
 14. No work under this work order shall be assigned or sublet without the previous written approval of BHEL. Vehicle(s) deployed shall be owned by the proprietor / the company submitting the quotation. It is required to deploy one vehicle and one driver for the entire period of the contract except for emergency reasons. The driver shall be provided with a working mobile phone.
 15. The contractor shall indemnify and keep BHEL indemnified against all claims arising out of the negligence or misconduct in the execution of this work order.
 16. A Security deposit of Rs 30,000/- shall be deposited by the successful contractor before the release of Work Order, which is refundable only after the successful completion of Work Order. BHEL shall be entitled to recover any payment made on behalf of the contractor under any law or otherwise.
 17. The general conditions of contract of BHEL shall also apply to this work order to the extent they are not in inconsistent with any of the conditions stipulated herein.
 18. In case of breakdown / failure of the vehicle, the contractor shall arrange and provide alternate vehicle of similar model and condition without any delay and extra cost. If the contractor fails to arrange the designated or alternate vehicle, alternate vehicle may be arranged by BHEL, the actual cost of which along with a penalty as given below will be deducted from the contractor's monthly bill. The penalty charges are as follows: (Monthly basis)
 - a. 1st Time: Rs 400/-
 - b. 2nd Time: Rs 600/-
 - c. 3rd Time: Rs 800/-
 19. Non Availability of Vehicle (for any reason) during office hours shall be penalized on actual expenditure basis incurred by deploying another official vehicle for doing duty. Actual expenditure along with an amount of Rs 400/- shall be deducted for each non compliance.
 20. Punctuality of time should be maintained. Delay of 15 minutes or more (At Starting Point), for more than two times a month will attract a penalty of Rs.400 / day (3rd time onwards).
 21. Contract can be terminated at any time if the contractor fails to fulfill the contract requirement. BHEL / ASSCP also reserve the right to terminate the contract without any notice and or assigning any reason. No compensation will be paid for the termination of the contract before the expiry of the contract. If the contract is terminated in between the month, the payment shall be made on actuals on
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pro-rata basis. The contractor can also terminate the contract by giving a notice period of at least one month.

22. The driver should be in proper uniform, courteous and well behaved. The driver should be given enough money to meet any expenditure on fuel etc., Each non-compliance of this will attract a penalty of Rs.400/-
 23. If at any time, any question, dispute or difference on matters connected with this work order should arise, the same shall be referred to arbitration of a person to be nominated in this behalf by the AGM & Head, ASSCP, Bharat Heavy Electricals Limited, ASSCP and decision of the arbitrator shall be final and binding on the parties. Subject as aforesaid, the Arbitration Act, 1940 and the rules there under and any statutory modification thereof for the time being in force shall be deemed to apply the arbitration proceedings under this clause.
 24. The bill may be submitted on or around 2nd of the month and the payment will be made on or around 15th of the month, subject to verification and completeness of documents.
 25. Driver shall maintain a logbook and ensure that all entries for the vehicle duty are signed by our vehicle incharge /person using the vehicle. The logbook shall be deposited along with the bill every month.
 26. **Intended vehicle for deployment should be shown along with all documents to BHEL before Work Order**
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Annexure-1

Financial Bid for 4+1 seater Vehicle

(To be given on company letter head)

Date:

1	Assured Kms.	: 2500 Km per month
2	Assured Minimum Amount *	: Rs
	(Taxes Like MCD and Haryana Toll shall be paid extra)	
3	Rate / extra Km.*	: Rs
4	Normal duty hours	12 hours from 7.00 AM to 7:00 PM
5	Extra duty rate / hour	
6	Night duty rate (after 11.00 Midnight till 06:00 AM)	: Rs
7	Government taxes	
	a. MCD TAX	: Rs
	b. HARYANA TAX	: Rs
	TOTAL (a to b)	: Rs
8	Total Amount (2+7)	
9	Service tax as per prevalent guidelines:	
10	TOTAL PRICE per month	: Rs
	PRICE(in words)	

(Party's Signature with seal)

** Dependent on prevailing fuel rate as per price variation clause*

(Put this bid in a separate sealed cover and super-scribe "Financial Bid – Gurgaon Route")