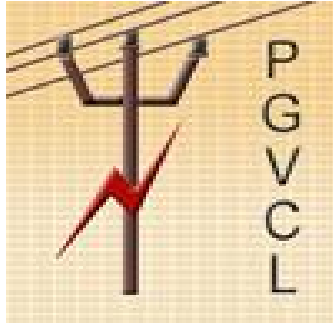


Tender Notice No. 299/BVNC-32/2018-19



**CIRCLE OFFICE - BHAVNAGAR**

## **TENDER**

**Name of Work: Hiring of Vehicle A/C CAR  
(Desire/Indigo/Amaze/ETIOS) for 24 Hrs.  
with Diesel & Driver for Civil Section  
under Bhavnagar Circle Office.**



PASCHIM GUJARAT VIJ COMPANY LIMITED  
CIRCLE OFFICE :: BHAVNAGR

“Vij Seva Sadan” Old Power House Compound, Chavdigate, Bhavnagar-2-364001.

[sebn.pgvcl@gebmail.com](mailto:sebn.pgvcl@gebmail.com)

[www.pgvcl.com](http://www.pgvcl.com)

CIN: U40102GJ2003SGC042908

Phone: 2522922, 2524924 Fax: 2421913

**TENDER NOTICE NO:- 299/BVNC-32/2018-19**

Superintending Engineer (O&M) PGVCL, Bhavnagar invites item rate “On line Tenders” (e-tendering) are invited from experienced contractor for the work of **“Hiring of Vehicle A/C CAR (Desire/Indigo/Amaze/ETIOS) for 24 Hrs. with Diesel & Driver for Civil Section under Bhavnagar Circle Office.”** Tender Papers & Specifications may be down loaded from Web site [www.pgvcl.com](http://www.pgvcl.com) (For view & down load only). Tender fee may be paid along with submission of tender in EMD cover, for respective tender. All the relevant documents of tenders to be submitted physically will be received only by RPAD OR Speed Post addressed to The Superintending Engineer PASCHIM GUJARAT VIJ COMPANY LTD., Circle Office, “Vij Seva Sadan” Old Power House Compound”, Chavdigate, Bhavnagar-364001-“**NO COURIER SERVICE OR HAND DELIVERY**” will be allowed. All the bidders should have valid e-tender vender registration and further bidder should have experience of hiring vehicle work with Govt/ semi Govt or major firm as per tender conditions experience certificate of similar type of work, PAN No., , GST registration( If Applicable) documents and details of vehicles to be used for hiring vehicle work otherwise their bids will not be considered and eligible for technical scrutiny, their technical bids will not be opened. & price bid will not be considered.

Sr. No	Description	
1	Tender No.:	299/BVNC-32/2018-19
2	Name of Work	<b><u>“Hiring of Vehicle A/C CAR (Desire/Indigo/Amaze/ETIOS) for 24 Hrs. with Diesel &amp; Driver for Civil Section under Bhavnagar Circle Office.”</u></b>
3	Estimated Quantity	1(One)
4	Estimated Amount in Rs.	<b>Rs.4,90,000/-</b>
5	Tender Fee in Rs. (Non Refundable)	<b>Rs.1000.00 + 18% GST = 1180/-</b>
6	Earnest Money Deposit amount in Rs.	<b>Rs.4140/-</b>
7	Last date of Downloading of the Document	<b>Dt. <u>05/01/2019</u> up to 18.00 hrs</b>
8	Physical submission of all the relevant documents, last date up to 17:00 hours. By RPAD or Speed Post (only Technical bid along with EMD, Tender fee & registration etc.)	<b>Dt. <u>08/01/2019</u> up to 18.00 hrs</b>
9	Date of opening of Tender fee , EMD cover and technical bid, physical as well as on – line opening (if possible)	<b>Dt. <u>10/01/2019</u> up to 12.00 hrs</b>
11	Validity of tender	2 (TWO) Months.

**SUPERINTENDING ENGINEER  
PGVCL, CIRCLE OFFICE, BHAVNAGAR.**

**TENDER for Hiring of Vehicle A/C CAR (Desire/Indigo/Amaze/ETIOS)  
for 24 Hrs. with Diesel & Driver for Civil Section under Bhavnagar  
Circle Office**

**DECLARATION FORM**

- (1) I have visited the site and fully acquainted myself with the local situation regarding work to be vehicle carried out and other factors pertaining to this work before submitting the tender.
- (2) Before filing the rates in the tenders. I have fully and fully studied the conditions of the contract, general and detailed specifications drawing and other tender documents of this work and agree to execute the same in accordance with drawings and specification making no extra claims without genuine reasons.
- (3) Should this tender accepted, I/We here by agree to abide and fulfill all the terms and provisions of the “Tender and contract for works” as applicable in default thereof to forfeit and pay to the company the sums of money due.
- (4) The full value of the “Earnest money Deposit” paid herewith should be absolutely forfeited to the company should I/we not deposit the full amount of specified security deposit.
- (5) I here by solemnly declare that I am not related to any of the Company’s employee nor I am having any financial linkages with Company’s employee, nor I taking this contract as a “Benami Contractor” for Company’s employee. In the event of anything to the contrary coming before the competent of the Company is Supt. Engineer of any violation of the aforesaid declaration by me the entire contract awarded to be shall be liable to be cancelled in to and I will have no right whatsoever the from.
- (6) All formalities regarding R.T.O. Insurance and local Statutory Body will be observed by me. Complied by me and it will be on my risk and company will not be liable in any way.

PLACE :  
DATE :

SIGNATURE OF THE TENDERER

# PASCHIM GUJARAT VIJ COMPANY LTD.

## CIRCLE OFFICE – Bhavnagar.

**Name of work:** Hiring of Vehicle A/C CAR (Desire/Indigo/Amaze/ETIOS) for 24 Hrs. with Diesel & Driver for Civil Section under Bhavnagar Circle Office

### Annexure – I

1. The vehicle is to be hired for a maximum 3000 Kms.
2. **Rates for Excess KM traveled by hiring vehicle beyond 3000 Kms:**  
Rates for excess KMs traveled by hired vehicle beyond approved KMs (3000 KMs) per month shall be under the written/verbal approval of circle head.
3. All roads tolls/bridges tolls shall be reimbursed on production of proof of payment along with monthly RA bills.
4. The vehicle to be offers for hiring shall be in up-to-date condition including its tubes, tyres, engine as well as conditions of its outside body. **The vehicle to be offered shall not be older than 2 (Two) years as on date of tender opening.** However in case of a very poor response or to break off the likely cartel, a relaxation can be granted for one year with the permission of circle head. In case of remote area offices where it is difficult to get good vehicles on rental, Superintending Engineer of respective circle will be empowered to relax the criteria for one more year with full justifications. However the officers placing as order should ensure that the condition of such vehicle is tiptop.
5. The period of initial contract shall be for **one years**. The period further can be extended on mutual agreed terms as per same rates, terms and condition for **three years**. However in case of poor services provided by the contractor, circle head shall be empowered to terminate the contract. In short if the vehicle offered is new one then :
  - a. **The Initial order:** for one year.
  - b. **First repeat order:** for three years.Similarly, if the vehicle offered is one-year-old then total term can be four years and if it is 2 years old the first repeat order can be placed for one year only and if the vehicle offered is of 3 years old then no repeat order can be placed.  
**In no case vehicles should be hired beyond five years.**
6. The contractors shall immunize company's personnel against any claim arising out of accidents or misbehavior of driver. The vehicle shall be kept properly insured all the time to cover the 3<sup>rd</sup> party risk and simultaneously immunized company on account of claims from public, police department etc.
7. The bills for traveling of the vehicle shall be paid on monthly basis.

8. Driver shall preferably be below the age of 40 years and never above 55 year. The lodging and boarding of the driver shall be born by the owner.
9. Vehicle should be provided for 24 Hrs for entire month if the contractor fails to provide a vehicle; the deduction from his R.A. bill should be made on prorated basis or actual expense.
10. If the agency fails to execute the order successfully, the same should be completed through other agency at the risk & cost of the original contractor and company has reserve right to Stop deal/ Black list with the agency.
11. **Formula for considering price variation** – No price variation will be payable on cost of Oil/ tyres, Tubes etc. Only charges in price of fuel will be adjustable. Base price of fuel i.e. Diesel i.e. 73.00 Per liter and actual price of fuel on 1<sup>st</sup> day of month is to be consider for price variation calculation. **This basic fuel price shall be indicated in the offer.**

In Case of increase / decrease in price of fuel from basic price (i.e. Rs. 73.00 per liter), the per Km payable price shall go up / down by 8 % of amount of difference. This will be applicable to the actual Km traveled during the month.
12. All the vehicles excluding administrative office should have been provided the Vehicle tracking system (GPS) whose cost is to be borne by the contractor. The running cost of Vehicle tracking system (GPS) shall be reimbursed on production of proof of payment along with monthly RA bills.

Superintending Engineer,  
PGVCL, Circle Office, Bhavnagar

## **01. GENERAL TERMS AND CONDITIONS:**

### **1.0 TYPE OF VEHICLE:**

You will provide one **Diesel A/C CAR (Desire/Indigo/Amaze/ETIOS) - Model 2018** approved by **The Superintending Engineer, Circle Office, Bhavnagar** As per Annexure-I & General Terms & Conditions laid down below:

1. The vehicle is to be hired for a maximum 3000 Kms.
2. Rates for Excess KM traveled by hiring beyond 3000 Kms.  
Any excess travel of vehicle beyond 3000 Kms by the office in-charge of the vehicle shall be under written / verbal of dept. head and same shall be regularized by an office note giving clear reasons for the traveling beyond stipulated Kms.
3. All roads tolls/bridges tolls shall be reimbursed on production of proof of payment along with monthly RA bills.
4. The vehicle to be offered for hiring shall be in up-to-date condition including its tubes, tyres, engine as well as conditions of its outside body **Vehicle should have been provided GPRS System by own cost.**
5. The period of contract shall be for ONE years. The period further can be extended on mutual agreed terms as per same rates, terms & conditions for three year. However in case of poor services provided by the contractor, circle head shall be empowered to terminate the contract.
6. The contractors shall immunize company's personal against any claim arising out of accidents or misbehavior of driver. The vehicle shall be kept properly insured all the time to cover the 3<sup>rd</sup> party risk and simultaneously immunized company on account of claims from public, police department etc.
7. The bills for traveling of the vehicle shall be paid on monthly basis.
8. Driver shall preferably be below the age of 40 years and never above 55 year. The lodging and boarding of the driver shall be born by the owner.
9. If the contractor fails to provide a vehicle the deduction from his R.A. bill should be made on prorata.
10. If the agency fails to execute the order successfully, the same should be completed through other agency at the risk & cost of the original contractor.
11. **Formula for considering price variation** - No price variation will be payable on cost of Oil/ tyres, Tubes etc. Only charges in price of fuel will be adjustable. Base price of fuel i.e. Diesel i.e. 73.00 Per liter and actual price of fuel on 1st day of month is to be consider for price variation calculation. This basic fuel price shall be indicated in the offer.  
In Case of increase / decrease in price of fuel from basic price (i.e. Rs. 73.00 per liter), the per Km payable price shall go up / down by 8 % of amount of difference. This will be applicable to the actual Km traveled during the month.
12. Average of the vehicles for the purpose of rate for usage of extra kms will be considered as under:
  - (a) For closed body jeep & equivalent vehicle : 15
  - (b) For Indica & equivalent vehicle : 18
  - (c) For Indigo Manza etc types of vehicles : 20

13. **All the vehicles including tower ladders and trucks should have been provided the GPRS based tracking system whose cost, including the running cost, is to be borne by the contractor. Then after install the GPRS system on vehicle same is inform to division office without fail.**

**1.2 AREA OF TRAVELLING:**

Area of any PGVCL Offices jurisdiction, District or within Gujarat State as directed by respective authorities.

**1.3 QUALITY REQUIRED:**

Vehicle driven as per Specification.

Specification for hiring of **Vehicle** model not older than 2 years for 24 Hours daily run.

One **Vehicle** in perfect working condition diesel driven. Cabin should be comfortable.

**1.4 PERIOD OF CONTRACT:-**

The period of contract will be of **Initial 24** months/Up to the Order Amount w.e.f. **Starting of contract**. However, PGVCL reserves the right to extend by further period **As per Annexure-I Condition No. (5)**.

**1.5 ESTIMATED VALUE:**

Monthly minimum charge **Rs.34450/-** per month for running of first 3000 Kms. and **Rs.6.55 per Kms.** will be paid extra for the running exceeding 3000 Kms. in any month.

**1.6 SECURITY DEPOSIT:**

You will be required to pay an amount of equivalent to 5% of THE VALUE OF THE ORDER AS A SECURITY DEPOSIT FOR SATISFACTORY PERFORMANCE OF THE CONTRACT. Such amount will be payable either in demand draft or in the form of a BANK GUARANTEE from any schedule Bank. The Bank guarantee will be acceptable only when the amount of security deposit exceeds Rs.5000/-Such bank guarantee will have to be executed as per standard format prescribed by the PGVCL. Such bank guarantee will be required to be valid for full period of contract and up to six months thereafter. If necessary, the contractor may have to renew bank guarantee when called upon.

**1.7 RATE:**

The rates chargeable will be as per price 'schedule-A' attached.

(a) Rates for traveling minimum 3000 KMS per month will be **Rs. 34450** per month.

(b) Charges for traveling in excess of minimum 3000 Kms. thereafter will be **Rs.6.55** per Km.

The rates offered are subject to price variation as mentioned separately in clause 7.0.

## **2.0 PAYMENT:**

Bills should be prepared in duplicate at the end of month and submitted the same to **The Superintending Engineer, Circle Office, Bhavnagar** for necessary processing. The bills should be accompanied with copy of abstract of LOG BOOK duly signed by the **Concern Section head, Bhavnagar Circle Office**, or PGVCL's officer in-charge.

The bills will be paid subject to submission of advance receipt within a period of 30 days of receipt of the bills.

## **3.0 TYPE/CONDITION OF VEHICLES:**

3.1 The Vehicle proposed to be deployed for PGVCL use, conditions of **Vehicle**. RTO permit INSURANCE papers and other requisite documents shall be periodically inspected / verified by user's department officer authorized by PGVCL. The vehicle which is proposed for the taxi use. It must be purely registered in the RTO Office i.e.

(i) In taxi quota registration.

(ii) No private registration numbers vehicle is allowed in PGVCL.

(iii) Vehicle which is provided by the owner MUST BE insured, comprehensive risk policy, including all occupants risk by insurance policy.

(iv) Vehicle Owner must have to provide,

**(a)** One certified Xerox copy of R.C. BOOK.      **(b)** Insurance policy.

**(c)** Driver's License

**(d)** PAN Card Copy

Which is covered, comprehensive risk and occupant risk and certified Xerox copy be kept in the custody of the vehicle driver.

(iv) Before starting journey, Vehicle driver must be in the position to have Log Book and it must be filled up by the vehicle USERS OFFICERS by mentioning opening and closing KM of the journey.

(vi) LOG BOOK of the vehicle is also to be filled up day to day by the users/officers mentioning the place visited by him along with the duration of journey Kms. traveled and get it duly signed.

3.2 The vehicle proposed to be deployed shall be inspected by PGVCL's authorized representative at any time during current of contract and/ any defect. If noticed shall be rectified by the contractor immediately. PGVCL shall have a right to reject any vehicle if condition of vehicle is not satisfactory.



#### **4.0 DRIVER:**

The Contractor should employ well behaved drivers having valid permanent license for driving Vehicle. This shall be subjected to scrutiny and checks by the OFFICER IN CHARGE handling the execution of the contract from time to time. If any legal liability occurs on account of any lapse in this regards, the same will be to contractors account.

The drivers should behave courteously and respectfully with traveling officers. They should be free from habits of drinking intoxicant liquors. No allowance shall be payable by the PGVCL to the driver.

#### **5.0 PENALTY:**

5.1 If the Vehicle does not report for full day a penalty equivalent to proportionate hire charges will be levied and no hire charge will be paid for -this particular day. Normally Vehicle must be report on fixed given time.

5.2 In case of breakdown of any vehicles, for in case of a vehicle is not acceptable to PGVCL under clause No.3.2 above the contractor will immediately replace the same by good vehicle within shortest time say within 2 hours only, Failure to replace the vehicle will entitle PGVCL to impose penalty not exceeding the daily hiring charges and no payment will be made to the contractor for the vehicle which is under breakdown or vehicle which has not been accepted by PGVCL.

5.3 In case, if you fail to provide the vehicle requisitioned, PGVCL authorities reserves the right to hire vehicle as may be required for the time being from open market at the risk and cost of contractor and the difference in amount will be deducted from the monthly bill payable to the contractor.

#### **6.0 FUEL PRICE ESCALATION:**

**Formula for considering price variation** – No price variation will be payable on cost of Oil/ tyres, Tubes etc. Only charges in price of fuel will be adjustable. Base price of fuel i.e. Diesel i.e. 73.00. Per liter and actual price of fuel on 1st day of month is to be consider for price variation calculation. This basic fuel price shall be indicated in the offer.

In Case of increase / decrease in price of fuel from basic price (i.e. Rs.73.00 per liter), the per Km payable price shall go up / down by 8 % of amount of difference. This will be applicable to the actual Km traveled during the month. The contractor shall have to produce attested Photostat copies of bills of purchase of diesel.

**Price base Escalation effects both side either increase or decrease Paid or Recover.**

**Price base rate of fuel as shown in purchase order.**

**7.0 ACCIDENT LIABILITY:**

7.1 The contractor shall at all time indemnify and keep indemnified PGVCL and its officers, servants and agents against all third party claims, whatsoever (including but not limited to) property losses/damages, personal accident, injury or death of persons of any sub contractor, and/or servants or agents of the contractor and/or of PGVCL damage to property of PGVCL arising out of the user of the hired vehicles. The Contractor shall at his own cost and initiative at all times till the successful completion of the contract period, maintain comprehensive insurance policies in respect of all insurable liabilities, under Motor Vehicle Act, workmen's compensation Act, Personal injuries Act, Emergency Risk Insurance Act, approved by Secretary PGVCL and such policies shall be of the amount and limits as may be specified by Secretary, PGVCL.

7.2 It is to be clearly understood that the PGVCL shall have no private with the staff employed by the contractor for the operation for the contract, viz. Drivers, cleaners, conductors etc. The contractor shall be their principal employer for all purpose. If due to any reason whatsoever, the PGVCL is , made liable to make any payment, the amount so paid shall be payable by the contractor to PGVCL an all such payments shall be recovered by PGVCL from the dues payable to the contractor and/or from the security deposit of the contractor. Balance amount if any is still payable by contractor it has to be paid immediately to PGVCL.

PGVCL will have no private in any manner with the driver or any other member of the contractor. They will be the contractor's employees.

7.3 You shall have to enter into an agreement with the PGVCL which should be executed on a non judicial stamp paper valued at **Rs.100/-** and you have to submit indemnity Bond on Stamp paper worth **Rs.100/-**. **Stamp paper Charge born by Contractor.**

7.4 All the general terms and conditions contained in the PGVCL's booklet of contracts for works, not specifically brought out herein above in these terms and conditions shall be applicable to the proposed contract.

**7.5 JURISDICTION:**

All disputes will be subject to Bhavnagar Jurisdiction only.

**7.6 PARKING CHARGES :**

The parking charges at the Railway Station and at the Air Port for the Vehicle when utilized by an officer dept. For official purpose, will be admissible for reimbursement to contractor on produce proof of payment. Toll tax charges will be reimbursement to contractor.

## **8.0 DEFINITION OF HOURS, DAY AND MONTH :**

- i) 'Hours' means an hour of 60 minutes for the purpose of charges fraction of an hour up to 30 minutes will not be taken into account and more than 30 minutes will be reckoned as full one hour in a day.
- ii) 'Day' means a calendar day starting from 00:00 hours to 24:00 hours.
- iii) 'Month' means a calendar month with 30/31 working day as the case may be. However, if contract starts, say from fifth of a calendar month, a month's period will be up to and inclusive of FOURTH of the next month.

## **9.0 COMPUTATION OF KILOMETERS :**

The starting and closing Kilometers will be admissible from the point of starting and closing of journey. This can either be the Bhavnagar or the residence of the traveling officer, as the case may be. No additional mileage will be allowed for to and fro journeys from the headquarters of the vehicle owner to and from any of the above mentioned places.

No price variation will be admissible on any other account whatsoever either the inputs of the vehicles or labor index.

## **10.0 MAINTENANCE OF LOG BOOK :**

The contractor will be required to maintain Log Book as per the standard format which will record the journeys performed by the PGVCL's officers. The cost of printing and maintaining the log books will be to the contractor's Account. The log book when closed should be handed over to the PGVCL for its record.

## **11.0 MAINTENANCE OF SPEEDOMETER:**

The Speedo meter recording the kilometers run by the vehicle should always be maintained in working condition. If at any time the speedometer goes out of order then the kilometers traveled will be admissible according to P.W.D. Kilometers till the speedometer is brought back into working condition. No average shall be admissible based on the earlier journeys to the same places.

## **12.0 TERMINATION OF CONTRACT:**

In case of breach of any of the terms of the contract, PGVCL without prejudice to any other right in law or under the contract, may cancel the work order and terminate the contract. On such termination, PGVCL shall be free, to hire taxis from any other sources and in such an eventuality if any extra expenditure is incurred, that amount shall be recovered from the contractor.

## **13.0 GENERAL CONDITIONS:**

- 13.1 Drivers, who are provided by the contractors MUST BE fully conversant with the route over Gujarat State and he must be having valid driving license with them.
- 13.2 When day to day, vehicle reports for its duty on specific time given by PGVCL at that time driver must be fully equipped i.e. including required money to keep

the vehicle running in full condition. He should not demand money from the officers, traveling for drawing diesel, repairing the vehicle on road etc. If such case of demand of money will come to our notice, a serious view will be taken.

- 13.3 As and when the driver report with the vehicles, it should be duly topped up with fuel, oil, lubricants etc. And no extra time will be allowed for such work after the report on duty.

**IMPORTANT**

- (a) If the vehicle sent by the contractor is not as per the specification, charges will not be paid though the vehicle is used because of emergency.
- (b) The vehicle shall have to be properly insured so as to cover the risk of the LIVES OF THE OFFICERS AND STAFF OF THE PGVCL traveling by the same.

**14. GENERAL**

- 14.1 PGVCL reserves the right to retain any/all vehicles' beyond scheduled time.
- 14.2 PGVCL also reserves the right to split up the work between two or more parties.
- 14.3 All vehicles hired will display boldly in paint the words ON PGVCL DUTY for vehicles hired on monthly basis. Sticker can be used for casual hired vehicle.
- 14.4 The vehicle will have to be supplied by the contractor round the clock for all time for all week days. There will be no Holiday. However Contractor can adjust with Engr. In charge for all time off for maintenance of the vehicle.

Superintending Engineer,  
PGVCL, Circle Office, Bhavnagar

**I have read and understand the above instructions as well as the important instructions for filling the tender and it will bind me.**

Name of Contractor: \_\_\_\_\_

Contractor's Mobile No.: \_\_\_\_\_

Contractor's signature. : \_\_\_\_\_