







 PASCHIM GUJARAT VIJ COMPANY LIMITED RAJKOT CITY CIRCLE OFFICE Laxminagar, Nana Mava Main Road, Rajkot- 360004.	 (0281) 2365910-2365912
		 (0281) 2365531
		 serjc.pgvcl@gebmail.com
		Web Site: www.pgvcl.com
CIN: U40102GJ2003SGC042908		

TENDER NO.136

COMMERCIAL TERMS & CONDITION

E-Tender for the work of spot monthly/bi-monthly billing at site for approx. 0.94 lakh consumers under 7 nos. of sub-division of city division -1, City Circle,Rajkot.

Signature of Tenderer	Company's Round Seal	Date:	Place	1
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SCHEDULE 'A'
TENDER SPECIFICATIONS

- 1) Bidders have to submit their offer in 2 (Two Bids) duly sealed cover separately, i.e.
 - a) Technical Bid
 - b) Price Bid-Only online submitting.
- 2) The technical scrutiny committee of PGVCL shall evaluate the technical view of the tender. PGVCL reserves the right to open or not to open the price bid of the bidders on the basis of their past performance of their services.

Incomplete bids, amendments and additions to bids after opening of the bids will be ignored out rightly.

The price bid of those who are technically qualified shall be opened. After technical bid is opened, for modification, if any, all shall be given equal chance.

3) **TENDER FEES :**

Tender fee (Non-refundable) Rs.5000/- should invariably be paid by way of Demand Draft; otherwise offer will be ignored out rightly. Indian Postal Orders (IPO's) & Cheques are not acceptable. Demand Draft should be in the name of the "Paschim Gujarat Vij Co. Ltd.", Payable at Rajkot. The envelope shall be addressed to the Superintending Engineer, City Circle office, PGVCL, Rajkot and PGVCL will not be responsible for the transit loss or misplacement.



4) **E.M.D. :**

EMD Rs.54000/- should invariably be paid by way of Demand Draft; otherwise offer will be ignored out rightly. Indian Postal Orders (IPO's) & Cheques are not acceptable. Demand Draft should be in the name of the "Paschim Gujarat Vij Co. Ltd.", Payable at Rajkot. The envelope shall be addressed to the Superintending Engineer, City Circle office, PGVCL, Rajkot and PGVCL will not be responsible for the transit loss or misplacement

"Tender fee Demand Draft & EMD Demand Draft must be kept in the cover of EMD; otherwise supplier's offer is liable as rejected"

5) **IMPORTANT:**

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All the relevant documents as per requirement of the Tender to be submitted physically along with the DD of Tender Fee & EMD, in sealed cover on or before due date and time. All such documents should be strictly submitted by RPAD/speed post only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained. Also tender no. & last date of submission must be mention on tender cover. The Following tender document submits in 2 separate sealed cover.

Cover No.(1)

Includes Tender fee DD and EMD DD . Also clearly mention “Tender Fee & EMD” on the cover.

Cover No.(2)

Includes all the required Technical documents with “Technical Bid” on cover No. 2.

All Two cover’s are include in one Big cover & subscribe on this cover “Tender No. & Due Date” All the covers are opened stage wise undersign have rights to reject any party at any stage without given any reason thereof.

6) POST TENDER CORRESPONDENCE / ENQUIRIES:-






Any correspondence or enquiry subsequent to opening of Technical and Commercial bids are not desirable, if the same is indulged into, it will be considered for disqualifying the tender. The tenderer will be required to abstain from pursuing / canvassing the matter, directly or indirectly with any Officers of PGVCL, as otherwise the same would also amount to disqualification of the tender.

7) JURIDICTION :

All questions, disputes or differences arising under out of or in connection with the tender / Contract if concluded shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender / acceptance of tender is issued, is situated i.e. Rajkot

8) The tenderers should thoroughly read all the following clauses before submitting their tender. The original copy of the tender duly signed on every page, stamped with

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company's seal must be submitted along with the bid. Tender Issuing Authority has reserved the rights to accept or reject any tender without giving any reason.

- 9) If any matter, public dispute arise between PGVCL and Vendor, Vendor is permitted to represent the matter up to tender issuing authority only and decision of the tender issuing authority will be final and binding to vendor.

10) OBJECTIVES:

It is proposed to start monthly/bi-monthly spot billing work using GPRS Based Personal Digital Assistant(PDA) with blue tooth printer in S/dn's of RCD-1 Division under Rajkot City Circle, all logical software for billing, tariff and exceptional reading detection will be lodged along with consumer past billing database. PDA will print bill on the spot with blue tooth printer and these computerized bills will be delivered to consumer at site. All billing data collected in field will be automatically updated in GPRS server however for offline billing all bills to be updated in GPRS after coming to connectivity area within same day.

Billing Cycle will be monthly or bi-monthly as directed billing to be completed. Monthly billing to be started on 11th of each month without fail and completed on or before 20th of each month. based on monthly billing cycle completion by monthly billing programme to be started on or before 21st of each month but to be completed on or before 10th of next month.

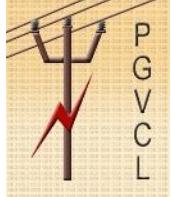




Meter Readers to be provided accordingly with specific name and code number to each SDO

11) SCOPE OF WORK

The scope of work will include following:

- I. The spot billing work is to be carried out as per existing route code data available from PGVCL sub division office. If any correction is required, same may be done with the approval of engineer in-charge of sub-division.
- II. During preparation of energy bills in route code, if any new consumer is noticed without billing records of PGVCL; separate data is to be furnished immediately.
- III. The spot billing work is to be completed in scheduled program given by the concerned sub-division office. Cycle-05 billing will be start every month 11th and completed every month latest on dt.20th of every month. No change is permitted without pre-approval. The bidder will engage manpower to visit all consumers of assigned area with PDA and blue tooth

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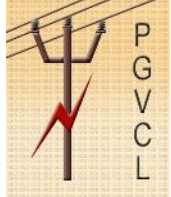




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printer. The deployment of the man power will be according to quantum of work and in co-ordination with engineer in charge of the sub division or the division office.

- IV. Representative of the bidder will issue bills created using PDA and blue tooth printer on the spot after taking the meter reading. Bills will be printed on pre printed rolls of 55mm width, approximately. The preprinted roll will be provided by the bidder without any extra charge. All prepared bills must be signed by the concerned meter reader with his name/code in rubber stamp.
- V. Bill printed by such terminals will be attached to pre-printed bills forms supplied by PGVCL.
- VI. Representative of bidder will enter all abnormalities found at consumer's premises into the system. Terminal cover/seal not found, Body seal/ Meter Glass tempered-broken, Meter burnt, Reading not displayed, Meter damaged, Meter on height / Meter no differ with bill / Meter without bill / Bill without meter/ Reading mismatch with bill, MMB not at site / meter fixed without MMB/ MMB glass, seal broken, Joint found in service line / service line taping with meter bypassed, Power using directly by "D" status consumer, Power not using as per tariff, Electro Mac meter found at site other observation provided by PGVCL time to time. This data should be provided in excel sheet only to sub-division, Division and Circle office. (Guideline for this is attached herewith as "Annexure-A")
- VII. The bidder is expected to give the reports of following type:
- i. Large variation in consumer consumption i.e. more/less than 30% of average consumption of last three months.
 - ii. Any form of tampers or irregularities in detail.
 - iii. Discrepancies in usage, purpose and tariff amendments.
 - iv. Unbilled consumer's details.
- VIII. All billing data collected through PDA/ Blue tooth printer during the day will have to be ensured online updated in GPRS server, for off line billing same day data to be upload after coming to connectivity area on same day. If there is a public holiday, the work will be carried out next day accordingly.
- IX. The bidder is required to submit samples of printouts form by PDA/ Blue tooth printer along with technical bid.

Signature of Tenderer	Company's Round Seal	Date:	Place	5
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- X. The period of the contract will be of one year & PGVCL has right to extend the period of contract for further one year with same terms and condition in concurrence with Bidder. As well as, also PGVCL have also right to extend the period of contract for further three months with same terms and condition without concurrence with bidder, in company interest work. Similarly PGVCL has right to terminate the contract without showing any reason with one month notice.
- XI. The quantity mentioned in scheduled – C is approximate. The payment will be made as per actual work carried out.
- XII. The software in PDA and Blue Tooth Printer to be ensured from IT department and L1 champion of PGVCL/GUVNL within 20 days from the issue of order. Extension will be subject to approval of SE-City Circle Rajkot limited to 10 Days.
- XIII. After printing of pre-printed bill in such agency, the bidder has to collect the bills and all types of binding works and bill cutting work will have to carry out by the bidder. This work is mandatory, if bidder is not ready to carried out the work then division has to carried out the work by out side agencies on existing reasonable rate dully approved by circle office.
- XIV. During the work of spot billing your employee should have to wear “IDENTITY CARD” Duly signed by SDO’s of Respective Sub Division and authorized representative of Billing Contractor.

BIDING PROCESS






Bids are invited in two parts

- (a) Technical Bid.
(b) Price Bid. –Only on line submitting

**Superintending Engineer
PGVCL, CITY CIRCLE, RAJKOT**

Signature of Tenderer	Company’s Round Seal	Date:	Place	6
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AGREEMENT

This agreement is made at Rajkot on the _____ Day of _____ between _____ (hereinafter referred to as "The Contractor" which expression shall unless excluded by or repugnant to the context included its successors or permit assigns) of the one part and the PGVCL having the Head Office, At Nana Mava main road, Laxminagar, Rajkot (hereinafter called "The PGVCL" which expression shall unless excluded by or repugnant of the context include its successors of assigns) of the other part.

Whereas the aforesaid PGVCL has accepted the tender of the aforesaid contractor for _____ as per PGVCL's LOA Order No _____ hereinafter called "The works" and more particularly described enumerated or referred to in specifications, terms and other letters and schedule or price which for the purpose of identification have been signed by The Executive Engineer PGVCL, City Division-1, Rajkot on behalf of the PGVCL, a list where of is made out in the schedule here under written and all of which said documents are deemed to form part of this contract and include in the expression "The Works" wherever herein used, upon the terms and subject to the conditions hereinafter mentioned. And whereas the PGVCL has accepted the tender of the contract for _____ up on the terms and subject to the conditions herein mentioned.

1. The contractors shall do and perform all works and things in this contract mentioned and described or which are implied therein of their form respectively or are reasonable necessary for the completion of the work as mentioned and at the time in the manner and subject to the terms and conditions and stipulation contained in this contract and in consideration on the due provision, executions, continuation and completion of the work agreed to by the contractor as aforesaid the PGVCL both hereby convenient with the contractor to pay all the claim of money as and then they become due and payable to the contractor under provision of the contract such payment to be made at such times in such manner as is provided by the contract.

2. The conditions and convenient stipulation herein before in this contract are subject to and without prejudice to the right of the PGVCL to enforce for delay and or any other right to reject and cancel on defaulter breach by the contract of the conditions and the convenient as stipulated in the general conditions specifications form or tender schedule drawing etc., attached with the PGVCL Order No LOI Order No. _____.






3. The contract value extent of providing service, specifications as other relevant matters may be altered by mutual agreement and if so altered shall to be deemed of constructed to mean and to effect or alter other terms and conditions of the contract and the contract so altered or revised shall be and shall always be deemed to have been subject.

SCHEDULE

List of documents forming part of the contract:-

- 1.
- 2.

Signature of Tenderer	Company's Round Seal	Date:	Place	7
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In witness where of the parties here to have set their hands and seal this day and
month year first above written.

1.Signed sealed and delivered by for
and behalf on the presence of name
And address:

Witness (1)




Witness (2)

1.Signed sealed and delivered by for
And on behalf of PGVCL.

Witness (1)

Witness (2)

Signature of Tenderer	Company's Round Seal	Date:	Place	8
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INDEMNITY BOND

In consideration of the Paschim Gujarat Vij Company Limited hereinafter known as the PGVCL having given contract for the work of _____ as per Work Order _____ and all future contract that may be awarded to me in the next one year and in terms of the condition in Clause 33 of the PGVCL tender and contract for work.

I, _____ residing at _____ by this Bond bind myself responsible for and shall pay compensation to my workmen payable under the workmen's compensation Act-1923 (viii of 1923) hereinafter called the said Act for death or injuries caused to the workmen engaged by this presents, if such compensation is paid by the PGVCL as principal under such Sub-Section)1) of Section 12 of the said Act on behalf of me, to pay such amount of compensation on demand within 48 hours to the PGVCL that it might have to send as legal and other incidental charges in defending any suit or action arising out of the death of injuries in regard to compensation paid to the workmen or heir of the deceased workmen.

For the condition of the said written bond is such as a suit or action arising out of the death on injuries to the workmen engaged by me. During the execution of the work of said contract and all future contracts that may be awarded to me in the next one year is filed by the worker against the PGVCL.

I, _____ shall reimburse to the PGVCL such sum that the PGVCL is required to the spend as legal and other incidental charges in defending such suit or action and also the amount that may be ordered to be paid to the worker/or his heir as compensation and that the above written bind shall remain in full force and virtue till the PGVCL is required to defend such suit or action filed by the workers and or heirs against the PGVCL.

Signature of the Executant

Witnesses:-

(1) _____

(2) _____

Signature of Tenderer	Company's Round Seal	Date:	Place	9
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