



ਪੰਜਾਬ ਰਾਜ ਟਰਾਂਸਮਿਸ਼ਨ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ

(ਰਜਿ ਦਫਤਰ ਪੀ ਐਸ ਈ.ਬੀ. ਹੋਡ ਆਫਿਸ, ਦੀ ਮਾਲ ਪਟਿਆਲਾ-147001)

ਕਾਰਪੋਰੇਟ ਐਡਾਂਟਿਟੀ ਨੰਬਰ:ਯੂ40109ਪੀਬੀ2010ਐਸਜੀਸੀ033814 [www.pstcl.org](http://www.pstcl.org)

o/o ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ ਟੀ.ਐਲ.ਐਸ.ਸੀ ਮੰਡਲ, ਪਟਿਆਲਾ ਟੈਲੀਫੂਨ/ਫੈਕਸ:0175-2363312 [srxen-tlss@pstcl.org](mailto:srxen-tlss@pstcl.org)

## ਟੈਂਡਰ ਨੋਟਿਸ

ਟੈਂਡਰ ਇੰਨਕੁਆਰੀ ਨੰ:01/ਟੀਐਲਐਸਸੀ/ਪਟਿਆਲਾ/2016-17

ਕੰਮ ਦਾ ਨਾਂ : ਸਹਾਇਕ ਇੰਜੀਨੀਅਰ ਟੀ.ਐਲ.ਐਸ.ਸੀ.ਉਪ ਮੰਡਲ,ਬਠਿੰਡਾ  
ਲਈ **Bolero(diesel)** ਗੱਡੀ ਆਉਟ ਸੋਰਸਿਸ ਰਾਹੀਂ ਕਿਰਾਏ  
ਤੇ ਲੈਣ ਸਬੰਧੀ।

ਟੈਂਡਰ ਸਬੰਧੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ:

- ੳ) : ਟੈਂਡਰ ਦਸਤਾਵੇਜ ਵੇਚਣ ਦੀ ਮਿਤੀ: 16 ਮਈ, 2016 ਸਮਾ 02.30 ਵੱਜੇ ਤੱਕ  
ਅ) : ਟੈਂਡਰ ਪ੍ਰਾਪਤੀ ਦੀ ਮਿਤੀ : 16 ਮਈ, 2016 ਸਮਾ 03.00 ਵੱਜੇ ਤੱਕ  
ੲ) : ਟੈਂਡਰ ਖੁੱਲਣ ਦੀ ਮਿਤੀ : 16 ਮਈ, 2016 ਸਮਾਂ 03.30 ਵੱਜੇ ਤੱਕ

ਸਪੈਸੀਫਿਕੇਸ਼ਨ ਦੀ ਕੀਮਤ: ਟੈਂਡਰ ਡਾਕੂਮੈਂਟ ਦੀ ਕੀਮਤ : 500/-

ਨੋਟ: ਹੋਰ ਵੇਰਵੇ ਪੀਐਸਟੀਸੀਐਲ ਦੀ ਵੈਬ ਸਾਈਟ [www.pstcl.org](http://www.pstcl.org) ਤੇ ਵੇਖੇ ਜਾ ਸਕਦੇ ਹਨ।

ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ, ਟੀਐਲਐਸਸੀ ਮੰਡਲ ਪਟਿਆਲਾ



# **TECHNICAL & GENERAL CONDITIONS FOR HIRING OF VEHICLES (Scorpio/XYLO/Bolero)**

**Tender Enquiry No. 01 /TLSC/P/2016-17**

**Dt. of open 16.05.2016**

Cost of Tender Document : Rs.500/-

Receipt vide BA-16 No. \_\_\_\_\_

Dated : \_\_\_\_\_

To whom issued \_\_\_\_\_

## **Proposed Terms and Conditions for hiring of Vehicles (Scorpio/Xylo/Bolero)**

Sealed Tender are invited in duplicate for hiring of One No. " Bolero/ (Diesel)" vehicle having mode not earlier than year 2015 and should not have run more than 50,000 KM on the date of hiring, with All India Taxi Registration, Northern India Taxi Registration, for Punjab State Transmission Corporation Ltd. on Monthly basis. The contractor will quote the rates in three parts in "Schedule of Prices" as under:-

- a) Monthly Fixed Charges.
- b) Per Kilometer running charges
- c) Outstation charges (Per night halt)

For hiring the vehicles, following terms and conditions will be applicable.

### **A) Terms and Conditions for Vehicles:**

1. The service provider is depute Bolero/ (Diesel) or equivalent in price, with model not earlier than year 2015 and should not have run more than 50000km on the date of hiring. The vehicle will be used as conveyance by Punjab State Transmission Corporation Ltd. and will be stationed at Patiala for local journeys travel at Patiala as well as outside Patiala usually in the State of Punjab and UT Chandigarh, Delhi and also for deputing to the neighboring States of Haryana, Himachal Pradesh, J&K, &Rajasthan. The vehicle can travel on any or all days of the month.
2. Only commercial Vehicle with entry in Registration Certificate should be hired. No Corporation employee or his family member/relative can participate in the tendering process. In case of any violation, the contract shall be cancelled and such employee shall be liable for disciplinary action.
3. The necessary permit in this regard, will be arranged by the service provider.
4. The vehicle shall be insured comprehensively, including insurance for driver and passengers, during the period of engagement with PSTCL. Insurance premium shall be paid by the service provider/contractor. In case of any eventuality, lodging insurance claims with the insurance company shall be the responsibility of the service provider.
5. Road Tax for the vehicle shall be paid regularly and kept updated by the service provider.
6. Service Provider shall have valid pollution certificate for the vehicles and the same should be available with the driver to be produced on demand.

7. The Service provider shall obtain the passing/fitness certificate and update Registration of vehicle from the concerned authority at his own cost.
8. Expenses towards fuel, Mobil oil, service charges and other repairs and maintenance of vehicles shall be borne by the Service Provider and the vehicles shall be always kept in good running condition. In case of breakdown of vehicle alternate vehicle shall be made promptly available by the Service Provider.
9. Cost of vehicle's registration, insurance, service/repair, road tax, salary/emoluments/allowances of the driver or any other charges will be borne by the service provider. Only Fixed amount and variable charges for extra running kilometers, if any, shall be paid by PSTCL.
10. Any Halt charges, penalty including challan, damages, court case, police case, etc. shall be the sole responsibility of the service provider and PSTCL shall not be party in such cases.
11. The Kilometer run from the point of departure of vehicle for maintenance/ repairs, the time it run and rejoin the duties, shall not be considered for billing.  
The vehicle shall report to the, AE's TLSC ,PSTCL, Bathinda /Incharge and shall move as per the instructions or that office.
12. The vehicle shall be required at any hour of the day and the Contractor shall be liable to provide the same.
13. The vehicle shall be provided with step in tools, spares, spare tier and consumables in order to attend minor repair while traveling.
14. The seats shall be well cushioned and should have fine, neat and clean seat covers and vehicle shall also have rubber foot mats.
15. Log Book shall be provided by the PSTCL.
16. The vehicle shall be duly insured comprehensively including third party insurance during the currency of the contract. Insurance premium shall be borne by the Contractor, Lodging and settlement of any insurance claim shall be at their responsibility. The road tax and all other related expenses shall be borne by the Contractor.
17. The vehicle shall be parked at suitable place provided by the PSTCL in case the contractor/drivers parks the vehicle at any other suitable place of their choice, then the mileage from that place to the place of duty will not be paid to the contractor.
18. Vehicles shall possess an All India Permit. No Liability for the Inter-State permit charges would be borne by PSTCL.
19. Toll Tax/Parking charges, etc. wherever paid, shall be reimbursed as per actual, subject to the production of its receipts.
20. Total liability including thir party, if any, in case of accident of the vehicle or due to any kind of act of omission shall be of the service provider . PSTCL, directly or indirectly, shall not be responsible.
21. The service provider shall provide a reliable spare tyre, tools, spares and consumables, with every vehicle, in order to attend to minor repairs while travelling.

22. Service Provider shall also ensure that the Drivers possess valid driver's license. Validity of Driver's license and fitness of driver should be ensured from time to time.
22. The driver shall be punctual and polite and shall not be under the influence of any intoxicating drunk or drug. The service provider shall be responsible for the conduct of the driver. In case any complaint regarding the conduct of the driver, he shall be replaced immediately.
23. In case any driver proceeds on leave or is not available on medical grounds or any other ground, alternate replacement shall be the responsibility of the service provider.
24. Maximum up to 4 days off in a month shall be allowed including for service and upkeep of the vehicle, without any deduction of payment, provided the vehicle has been regularly in use prior to the service. This would be permitted on prior intimation to the concerned officer/office. Service shall be planned on Saturday/Sunday or public holidays. In case of non-availability of vehicle due to breakdown/servicing on any working day, alternate vehicle shall be provided by service provider.
25. In case of non-deputing of vehicle on receipt of requisition from the requisitioning officer or delay in sending the vehicle, a penalty of Rs.1000/- per default shall be leviable.
26. Service provider shall ensure mobile facility to the driver at its own cost.
27. Log book should be maintained by the Service provider.
28. Payment shall be made by cheque on monthly basis on the basis of Log Book, duly certified by the concerned officer. No advance payment on any account shall be made .
29. In case services of service provider are not satisfactory on any account the contract can be terminated by giving 15 days' notice.
30. If at any time any question, dispute or difference, what so-ever, shall arise between the vendor and PSTCL, upon or in relation to, or in connection with the Order/Contract, he may go for arbitration as per Arbitration Clause contained in Works Regulation 1997, as amended from time to time.

**B) Terms and Conditions for the Driver of the Vehicles:**

1. The Service Provider shall provide a driver along with the vehicle, who shall be properly dressed and well behaved, PSTCL reserve the right to direct the Service Provider to replace the driver of the vehicle, if he is not well behaved. If Service Provider will be unable to provide another driver, the PSTCL has the right to terminate the contract awarded to the Contractor. The salary and other expenses of the driver shall be borne by the Contractor.
2. The driver shall maintain a log book and the log book will be signed by the Officer/authorized official using the vehicle on the completion of journey. However, the log book will be verified from time to time by the officer in charge or any other authorized Officer of the PSTCL.
3. The Contractor shall also make available the Registration Certificate of the vehicle in his name with the driver of the vehicle along with all other relevant

documents for insurance, Road Tax etc. necessary to keep the vehicle running on the road at the time during the contract period.

4. The driver of the vehicle shall hold valid license to drive in plain as well as on the hills and will keep the same at the times during duty hours.
5. No lodging and boarding facilities will be provided to the driver of the vehicle by PSTCL.

**C) Terms and Conditions for the monthly payment of bill of the vehicles:**

1. Tax shall be deducted by PSTCL as per income tax Rules/Act as applicable from time to time.
- 1a Service Tax Shall be payable by the service provider and service receiver as per the instructions issued by the Central Govt. from time to time.
2. Security deposit equivalent to 5% of the running bill shall be deducted by PSTCL from the monthly bills (excluding fuel charges) and the same shall be refunded after successful completion of contract period.
3. PSTCL reserves the right to terminate the contract of the vehicle without assigning any reasons, if the services or the condition of the vehicle is not satisfactory at any point of time during the contracted period.
4. The concerned officer of the PSTCL shall make payment not later than 15 days after submission of bill by the service provider on verification of the entries in the log book.
5. The kilometer run to the journeys which are not verified / signed by the concerned officer shall not be payable.

**D) PAYING AUTHORITY**

The paying authority will be the Addl.SE/TLSC Division, Patiala.

**E) General Conditions:**

1. Details of the vehicles provided for hiring i.e. Vehicle No., Copy of registration book, copy of insurance, copy of permit (Taxi) are to be provided along with the tender/quotations.
2. The contractor is required to submit an Earnest Money Deposit (EMD) Equal to 2% of the contract value with minimum of Rs.5000/- in cash or in shape of demand draft in favour of Addl.SE/TLSC Division, Patiala. Tenders without EMD will not be accepted. The EMD will be released after the completion of three months from the date of award of contract to successful bidder.
3. The EMD/Security submitted is liable to be forfeited on the following grounds:-
  - i) On revocation of tender and/or change in the same without consent of PSTCL.
  - ii) On non completion of work.
4. In case of withdrawal of vehicle from service of PSTCL, the contractor shall have to inform to PSTCL in writing 30 days in advance otherwise 30 days payment shall deducted from their bill as penalty. However the vehicle can be disengaged by PSTCL by serving 30 days notice in advance to the contractor.
5. The contract shall be initially for a period of one year, and the same may shall be extendable, on year to year basis, for further two years, subject to the performance of the Vehicle/Service Provider/Market rates and the Life/Kms of the

vehicle . Therefore, the maximum period for which a vehicle can be hired is 3 years.

6. All matter relating to transportation, traffic police and local administration will be dealt by the Contractor himself at his own cost.
7. The bidder has to quote the rates on the “Schedule of Prices” enclosed as annexure-I and any deviation to the NIT conditions shall be specifically mentioned on separate sheet with signature of bidder along with the bid.

The tender shall be accepted up to 15.00 hrs on due date and shall be opened on the same day at 15.30 hrs in the presence of service Provider/contractor/builders, who may choose to be present in the office of the undersigned.

Please do not forget to super scribe the envelop (s) with the name of tender and due date of opening of tender.

Addl. Superintending Engineer,  
TLSC Division, Patiala

**ANNEXURE-1**

**SCHEDULE OF PRICES**

<b>Sr. No.</b>	<b>Description of work</b>	<b>Quantity</b>	<b>Rates/Charges in Rs. quoted by the Vendor</b>
1.	Hiring charges for Bolero (Diesel) vehicle for AE TLSC sub-Division, BATHINDA in PSTCL for one year as under	1 No.	
a)	Monthly Fixes Charges		
b)	Per kilometer running charges		
c)	Outstation charges (per night halt)		

I/We have read all the terms and conditions of the Tender Specifications and quoted our Rates/Charges in accordance with the stipulated terms and conditions.

Signature\_\_\_\_\_

Name\_\_\_\_\_

Designation\_\_\_\_\_

Company\_\_\_\_\_

COMPANY SEAL



**SCHEDULE OF DEVIATIONS FROM SPECIFICATIONS**

**i. Commercial Deviations from specifications.**

**ii. Technical Deviations from specifications.**

Signature of Vendor

**CONTRACT AGREEMENT FORM**

**(TO BE ENTERED ON NON-JUDICIAL STAMP PAPER of appropriate value)**

This contract agreement made this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ between the Punjab State Transmission Corp. Ltd., herein after called 'Purchaser' and M/s \_\_\_\_\_ having their Regd. Office at \_\_\_\_\_ herein after called Vendor, for the supply of vehicles on hire basis in accordance with Purchaser's Enquiry No 01 /TLSC/P/2016-17 dated \_\_\_\_\_ and Vendor's Proposal No. \_\_\_\_\_ dated \_\_\_\_\_

This is not conformation of the advance acceptance notified in the Purchaser's letter No. \_\_\_\_\_ wherein, the Purchaser has accepted the proposal of the Vendor for supply and delivery/construction of \_\_\_\_\_ as per purchase/ work order no. \_\_\_\_\_ dated. \_\_\_\_\_.

In view of the foregoing, the Purchaser and the Vendor have agreed to the scope of work and the terms and conditions of the order settled between them.

The NIT/ tender specification, the Vendor's proposal and related correspondence and the W.O. acknowledge/accepted by the Vendor from part of this agreement.

This agreement contains \_\_\_\_\_ pages in witness where of the parties here to have affixed their signatures on the day, month and the year written as above.

VENDOR

PURCHASER

**PUNJAB STATE TRANSMISSION CORPORATION**

**TRANSMISSION LINES ORGANIZATION  
PSTCL, PATIALA.**

**TECHNICAL & GENERAL CONDITIONS FOR HIRING OF  
VEHICLES Bolero (Diesel)**

**(PSTCL Specification / Enquiry No. 01/TLSC/2016-17)**

**ADDL. SUPERINTENDING ENGINEER**

Transmission Lines Survey & Construction  
220 Grid S/S Complex, Ablowal , PSTCL,

Patiala. Phone : 0175 – 2363312

Cost of Document Rs.500/-

## **INDEX**

<b>S.No.</b>	<b>Title</b>	<b>Page No.</b>
1.	Tender Notice	1
2.	Technical & General Terms & Conditions	1-3
3.	Price Schedule (Annexure-1)	5
4.	Schedule of Deviations from Specification (Annexure-2)	6
5.	Contract Agreement (Annexure-3)	7