

Enquiry No. : 04/P&M/MGG-2/2023-24

To

List Attached

Memo no: 09/07 /Enq.04/ P&M/MGG-2/2023-24

Dated: 1-1-2024

Subject: Tender Enquiry for Hiring of one no. LCV(Canter/ TATA 407) 2.5 Tonn or Equivalent diesel Vehicle, Model not older than 5 years from the date of NIT, for 1 year or extendable, on year to year basis, for further 3 years for use in the office of AEE/ TL, Mandi Gobindgarh under P&M Division-2 Mandi Gobindgarh.

This office intends to hire the following vehicle for O/O AEE/TL/SD/PSTCL/MGG. for maintenance of various transmission lines. You are requested to send your latest rates for the same. The quotation must reach this office on or before 22.01.2024 , 11:00AM. Quotations will be opened on the same day at 11:30AM in the presence of undersigned & contractors or their representatives (whosoever wish to be present).

Sr no	Description of Vehicle	Rates Quoted (Rs)
1	Hiring of one no. LCV(Canter / TATA 407) 2.5 Tonn or Equivalent diesel Vehicle, Model not older than 5 years from the date of NIT, for 1 year or extendable, on year to year basis, for further 3 years for use in the office of AEE/ TL, Mandi Gobindgarh under P&M Division-2 Mandi Gobindgarh.	

General Conditions for Outsourcing of Vehicle:

- The following documents are to be provided along with the tender/quotation:
 - Registration copy of the vehicle.
 - Route permit.
 - Receipt of Tax/MCV Tax certificate.
 - Copy of Insurance.
 - PAN card of Prop.
 - Copy of driving license.
 - Copy of valid pollution certificate.

In case the contractor is willing to provide new vehicle, then he should be considered only after qualifying the terms & Conditions of the Specification subjected to submission of all documents as listed above within four weeks from the date of Issue of Intimation letter from this office to him.

- The contractor is required to submit an Earnest Money Deposit (EMD) of Rs. 15000/- in the shape of demand draft in favour of Sr.Xen/, P&M Division-2, PSTCL Mandi Gobindgarh. Tender offers without EMD will not be accepted. The EMD will be adjusted against the 5% security & the same will be released after three months after expiry of contract period. The EMD deposited by unsuccessful bidders will be returned after allotment of work to the successful bidder within one month. Under any circumstances, PSTCL will not be liable to pay any interest on the EMD.
- The EMD/Security submitted is liable to be forfeited, if the contractor fails to provide services as per terms and conditions of the contract/work order.
- In case of withdrawal of vehicle from service of PSTCL, the contractor shall have to inform to PSTCL, 30 days in advance otherwise 30 days payment shall be deducted from their bill/security as penalty. However, the vehicle can be disengaged by PSTCL by serving 15 days notice in advance to the contractor.

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5. The contract shall be initially for a period of one year, which may be extended on mutual consent on year to year basis, for further three years, subject to the performance of vehicle/ Service provider/ Market rates and the Life/kms of the vehicle as specified in the PSTCL transport policy.
6. The undersigned reserve the right to reject any or all the tenders so received without assigning any reason.
7. Tender received telegraphically/fax/conditional tender without earnest money shall not be accepted.
8. All matter relating to transportation, traffic police and local administration will be dealt by the Contractor himself at his own cost.
9. The bidder has to submit EMD and acceptance of the DNIT terms and conditions in one envelope and quote the rates on the "schedule of Prices" enclosed as Annexure-1 in another envelope. First envelope of EMD and acceptance of DNIT of all bidders will be opened. Second envelope of schedule of prices of only those bidders will be opened whose EMD and acceptance of DNIT in first envelope is found to be in order.
10. In case any holiday declared by Govt./ Other natural hazards, the tender will be opened on the next working day.
11. All the quotations shall be duly signed by contractor himself.
12. The quoted rates shall be valid for 180 days.
13. The tenders shall be accepted up to 22.01.2024 (11:00 AM) and shall be opened on the same day at 11:30 AM in the presence of contractors/bidders, who may choose to be present in the office of Sr.Xen/, P&M Division-2, PSTCL Mandi Gobindgarh.
14. Tenderer do not forget to super scribe the envelop (s) with the name of firm & detail of tender and due date of opening of tender and duly signed.

(A) TERMS AND CONDITIONS FOR OUTSOURCING OF VEHICLES

Sealed tenders are invited in duplicate for the Limited TE No. 04/MGG-II/2022-23 Outsourcing of One Number LCV(Canter / TATA 407) 2.5 Tonn or Equivalent diesel vehicle, Model not older than 5 years from the date of NIT, for 1 year or extendable, on year to year basis, for further 3 years for use in the office of AEE/ TL, Mandi Gobindgarh under P&M Division-2 Mandi Gobindgarh. The contractor will quote the rates on the schedule of prices enclosed as Annexure-1 as under:

- a) Monthly fixed charges
- b) Per Kilometer running charges for 3000 KMs.

Note:- Outstation night Halting Charges from 10:00 PM To 06:00 AM shall be Rs. 300

(B-1) Terms and Conditions for Vehicles:

1. The Work Order for out-sourcing of vehicles for the vehicles not more than 5 years old , shall be initially for a period of one year and the same shall be extendable, on year to year basis. for further three years, subject to the satisfactory performance of the Vehicle/Service Provider/Market rates and the Life/kms of the vehicle subject to the condition that vehicle can continue in the department upto the 7 years of its life as specified in the PSTCLs Transport Policy 2023. Hence the maximum period for which a vehicle can be hired is 4 years. After a period of 4 years, a new tender will be floated.
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. Vehicles shall be available for use round the clock, for utilization at our offices in Punjab, Chandigarh, Delhi and also for deputing to the neighbouring States of Haryana, Himachal Pradesh, Rajasthan and J&K.
4. 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

Handwritten signatures and initials

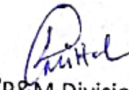
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- provider. In case of any eventuality, lodging insurance claims with the insurance company shall be the responsibility of the service provider.
5. Road tax for the vehicle shall be paid regularly and kept updated by the service provider.
 6. Provider 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. Vehicles shall possess an All India Permit. No liability for the Inter-State permit charges would be borne by PSTCL.
 12. Toll Tax/Parking charges, etc. wherever paid, shall be reimbursed as per actual, subject to the production of its receipts.
 13. Total liability including third party, if any, in case of the 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.
 14. 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.
 15. 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.
 16. The driver shall be punctual and polite and shall not be under the influence of any intoxicating drink or drug. The service provider shall be responsible for the conduct of the driver. In case of any complaint regarding the conduct of the driver, he shall be replaced immediately.
 17. 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.
 18. 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 Sunday or public holidays. In case of non-availability of vehicle due to breakdown/servicing on any working day, alternate vehicle shall be provided.
 19. 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.
 20. Service provider shall ensure mobile facility to the driver at its own cost.
 21. Log book should be maintained by the service provider.
 22. All the entries of each journey like Date, Place (' from ' as well as ' to '), Time of departure & arrival, Initial/final Kilometers readings along with KMs run, Purpose (along with additional details required in case of transportation of store material), Signatures of official/officer performing journey (along with his designation) etc. should invariably be made in the vehicle's log book.

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23. Payment shall be made by RTGS on monthly basis on the basis of Log Book, duly certified by the concerned officer. No advance payment on any account shall be made.
24. Variation of 05 Paise for cars and 08 paise for other vehicles, for every Rs . 1/-variation in diesel cost, taking the base rate of diesel as mentioned in Corporate Transport Policy PSTCL 2023, shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.
25. Recovery, if any, will be done from the running bills or security deposited of any excess payment (due to any reason) made to the contractor/firm.
26. Monthly fixed charges exclusive of mentioned GST by the bidders shall decide the L-1 bid for the tender. However, in case L-1 bidder is not having lowest merit for 'per kilometer running charges" , then cumulative L-1 will be calculated by considering *Monthly fixed charges and per kilometer running charges for 3000 Kms exclusive of GST.*
27. TDS from the monthly bill will be deducted as per Center Govt. income tax rule and regulations.
28. GST TDS (If applicable) from the monthly bill will deducted as per the Central Govt. rules and regulation.
29. Security @ 5 % will be deducted from the monthly bill as per PSTCL guidelines.
30. In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days notice.
31. 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 Regulations 1997, as amended from time to time.
32. All other terms and conditions shall be applicable as per the latest work regulation of PSTCL and corporate Transport Policy of PSTCL 2023 along with amendments downloadable from the official website of PSTCL www.pstcl.org.
33. The jurisdiction for filling any suit in case of any disputes shall be the civil courts , at Fatehgarh Sahib.



Sr XEN/P&M Division-II,
PSTCL, Mandi Gobindgarh

Date: 01-01-2024

Endst No 08/10

Copy of the above is forwarded to following: -

1. Dy chief Engineer/P&M Circle/PSTCL Ludhiana. w.r.t. approval issued by your office vide memo no 5852 dated 18.12.2023.
2. AEE/TL/PSTCL/Mandi Gobindgarh to ensure his presence on 22.01.2024 at 11:30 AM in the office of undersigned for opening of quotation
3. Divisional Accountant/P&M Division no 1/PSTCL/Mandi Gobindgarh to ensure his presence at 11:30AM on 22.01.2024 in the office of undersigned for opening of quotation


Sr Xen/P&M Division No 2
PSTCL/Mandi Gobindgarh

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Annexure-I TE No. 04/MGG-II/2023-24

SCHEDULE OF TYPE OF VEHICLE AND PRICES

Outsourcing of one no. LCV(Canter / TATA 407) 2.5 Tonn or Equivalent diesel vehicle, Model not older than 5 Years from the date of NIT, for 1 year and extendable, on year to year basis , for further three years for use of AEE/TL Sub Division Mandi Gobindgarh under P&M Division-2,PSTCL, Mandi Gobindgarh.
SCHEDULE (A)

Make and Model of Vehicle to be specified by the tenderer	Make:
	Model:

SCHEDULE (B)

SR.NO.	PARTICULARS OF ITEM	Quoted RATES
1	Monthly Fixed Charges. (ref CTP dt. 24.04.2023, 2 (A) (8)(C)	
2	Per Kilometer Running Charges. (ref CTP dt. 24.04.2023, 2 (A) (8)(C)	
3	Outstation Per Night Halt Charges (from 10:00 PM To 06:00 AM) (ref CTP dt. 24.04.2023)	
4	GST @ _____% Extra	

Toll Tax if applicable, shall be paid extra by PSTCL.

I have read all the terms and conditions of the N.I.T. & acceptable to me and have quoted the Rate/Charges as above in accordance with the stipulated terms and conditions.

Date: _____

Signature of the Contractor

Phone: _____

Company Address

Sr Xen/P&M Division No 2
PSTCL/Mandi Gobindgarh