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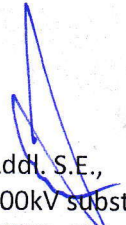
PSTCL Website

Memo No 413

Dated: 28/05/2023

Subject: Limited Tender Enquiry No: 05/2023-24 due on 13.07.2023 regarding Out Source one No Mahindra Genio Twin Cabin/Bolero Camper twin Cabin or Equivalent for the office of AEE/TL Sub division PSTCL Nakodar.

Sealed Tenders in two parts Part 1: Earnest Money and Part 2 Commercial, Technical conditions & price bid are invited for hiring of one No Mahindra Genio Twin Cabin/Balero Camper twin Cabin or Equivalent having model not older than Four Years for AEE/TL sub division PSTCL Nakodar. The tender documents including type of vehicle to be provided, schedule of rates to be quoted, earnest money deposit and terms and conditions can be obtained from this office up to 11.07.2023, till 11:30Hrs. The tenders shall be received upto 10.00 am and opened at 11.00 am on 13.07.2023.


Addl. S.E.,
400kV substation,
PSTCL, Nakodar.

GENERAL TERMS & CONDITIONS

LIMITED ENQUIRY NO 05/2023-24 due on 13.07.2023 FOR Outsourcing of one No. Mahindra Genio Twin Cabin /Bolero Camper Twin Cabin or Equivalent for the office of AEE/TL sub divison PSTCL Nakodar

1.	Tender Type	Limited Tender
2.	Eligibility Criteria	Detailed Terms & Conditions and General Guidelines for hiring of outsourced vehicles
3.	Last Date of Issue of Tender Documents	11.07.2023 up to 11:30Hrs
4.	Last Date for Bid Submission	13.07.2023 up to 10:00AM
5.	Bid Opening	13.07.2023 up to 11:00 AM
6.	Cost of Tenders Documents	Nil
7.	Earnest Money Deposit	@ 2% of Cost of Tender Value rounded off to a multiple of Rs. 10/- on the higher side, subject to a minimum Rs. 5000/- in the shape of Demand Draft in favor of PSTCL
8.	URL for Additional Information	www.pstcl.org
9.	Tender will have to comply with all the rules and regulations under factory Act 1948, Industrial Dispute Act, EPF Act, Labour Laws and Bonus Act & Retrenchment Compensation etc. In case the service provider is registered under MSMED act 2006 he should documentary evidence for the registration as such.	
10.	Tender received telegraphically through telex of Fax/e-mail shall not be accepted.	
11.	The Competent Authority reserves the rights to Reject any or All Tenders without assigning any reasons.	
12.	In case date of opening the tender happens to be a holiday, the tenders will be received and opened on the next working day at the same time.	
13.	Tender document shall be issued to only those tenders whose prime facial meets aforesaid qualifying requirement.	
14.	Terms & Conditions as per Corporate Transport Policy of PSTCL(24.04.23) shall also be applicable.	

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Detailed Terms & Conditions and General Guidelines for hiring of outsourced vehicles:

- a. The Work Order for out-sourcing of vehicles for the vehicles not more than 4 years old, shall be initially for a period of one year and the same 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 as specified in 1(E) of Corporate transport policy of PSTCL 24.04.23. Hence the maximum period for which a vehicle can be hired is 3 years. After a period of 3 years, a new tender needs to be floated.
- b. 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.
- c. Vehicles shall be available for use round the clock, for utilization at our offices in Punjab, Chandigarh, and Delhi and also for deputing to the neighbouring States of Haryana, Himachal Pradesh, Rajasthan and J&K.
- d. 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. In case of any eventuality, lodging insurance claims with the insurance company shall be the responsibility of the service provider.
- e. Road tax for the vehicle shall be paid regularly and kept updated by the service provider.
- f. The Service Provider shall have valid pollution certificate for the vehicles and the same should be available with the driver to be produced on demand.
- g. The service Provider shall obtain the passing/ fitness certificate and update Registration of vehicle from the concerned authority at his own cost.
- h. 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.
- i. 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 kilometres, if any, shall be paid by PSTCL.
- j. Any 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.
- k. Vehicles shall possess an All India Permit. No liability for the Inter-State permit charges would be borne by PSTCL.
- l. Toll Tax/Parking charges, etc. wherever paid, shall be reimbursed as per actual, subject to the production of original receipts.
- m. 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.
- n. 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.
- o. The 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.
- p. The driver shall be punctual and polite and shall not be under the influence of any intoxicating drink or drug any tin. 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.
- q. 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.

- r. 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.
- s. 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.
- t. In case of non-availability of vehicle on daily basis, the same can be hired from the market by the concerned officer(s)/ office(s) subject to the maximum of rates as per Transport policy of PSTCL.
- u. Service provider shall ensure mobile facility to the driver at its own cost.
- v. Log book should be maintained by the service provider.
- w. All the entries of each journey like Date, Place ('from' as well as 'to'), Time of departure & arrival, Initial/final Kilometres 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.
- x. 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.
- y. Variation of fuel as per the PSTCL Transport Policy
- z. GST shall be payable by the service provider as per the instructions issued by the Central Govt. from time to time.
- aa. In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days' notice.
- bb. 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.

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