

# **PUNJAB STATE TRANSMISSION CORPORATION LIMITED**

(Regd. Office PSEB Head office, The Mall Patiala, 147001)

Corporate Id. Number: U40109B2010SGC033814 [www.pstcl.org](http://www.pstcl.org)

(O/o Sr. Xen/ P&M Division, PSTCL, Muksar, Mob. No. 96461-18250, Email: [xen-pm-mkt@pstcl.org](mailto:xen-pm-mkt@pstcl.org))

## **DNIT**

**TENDER ENQUIRY NO. 07/P&M/MKS/2023-24**

Outsourcing of One No. Vehicle, Scorpio/Xylo/Mahindra Bolero/TUV 300/Ertiga or equivalent in price not more than four years old as on the date of opening of tender, for 1 year and extendable on year to year basis for further two years, for the O/o Sr.Xen/P&M Division, PSTCL, Muksar.



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TENDER ENQUIRY NO. 07/P&M/MKS/2023-24

DATED:- 07.07.2023


  
Sr. Xen, /P&M Division,  
PSTCL, Muktsar.

Endst No.: 1486/87

Date:- 07/07/2023

Copy of the above is forwarded to the following for information and necessary action.

1. Dy. Chief Engg. P&M Circle, PSTCL, Bathinda w.r.t their Endst. No.:8674/BG-38, Dated:-07-07-2023.
2. SSE, 220 KV S/S, Muktsar for ensuring his presence on Dated:-07-08-2023 (Opening Date of Quotation) at the division office.

  
Sr. Xen, /P&M Division,  
PSTCL, Muktsar.



**Punjab State Transmission Corporation Limited**  
(Regd. Office PSEB Head office, The Mall, Patiala – 147001)  
Corporate Identity Number: U40110PB2010SGC033814 [www.pstcl.org](http://www.pstcl.org)  
(O/o Sr.Xen, P&M Division,PSTCL, Muktsar)  
Mob.No.:96461-18250, Email:- xen-pm-mkt@pstcl.org

**Tender Notice**

Tender Notice for

Outsourcing of One No. Vehicle Scorpio /Xylo /Mahindra Bolero /TUV 300/Ertiga or equivalent in price not more than four years old as on the date of opening of tender, for 1 year and extendable on year to year basis for further two years, for the O/o Sr.Xen/P&M Division, PSTCL, Muktsar.

Tender Enquiry No.	07/P&M/MKS/2023-24
Last Date & Time of Bid Submission	07.08.2023 upto 11:00 AM
Bid Opening Date & time	07.08.2023 at 11:30 AM
Cost of Specification	NIL
Earnest Money	@2% of the tender value subject to minimum Rs. 10000 Payable by demand draft.

Note: - It is informed that in case tender process is not Completed due to any reason, no corrigendum will be published in news paper. Detail regarding corrigendum may be seen on official, PSTCL website. Terms and condition may be downloaded from PSTCL website ([www.pstcl.org](http://www.pstcl.org))

Sr.Xen., P&M Division, PSTCL, Muktsar



ਪੰਜਾਬ ਸਟੇਟ ਟਰਾਂਸਮਿਸ਼ਨ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ  
(ਰਜਿਸਟਰਡ ਦਫਤਰ: ਪੀ.ਐਸ.ਈ.ਬੀ ਹੋਡ ਆਫਿਸ, ਦ ਮਾਲ, ਪਟਿਆਲਾ 147001)  
ਕਾਰਪੋਰੇਟ ਆਈ.ਡੀ. ਨੰ.: U40110PB2010SGC033814, [www.pstcl.org](http://www.pstcl.org)  
ਦਫ: ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ, ਪੀ ਤੇ ਐਮ ਮੰਡਲ, ਪੀਐਸਟੀਸੀਐਲ, ਮੁਕਤਸਰ  
ਮੋ.ਨੰ: 96461-18250, Email:- [xen-pm-mkt@pstcl.org](mailto:xen-pm-mkt@pstcl.org)

### ਟੈਂਡਰ ਨੋਟਿਸ

ਟੈਂਡਰ ਨੋਟਿਸ ਜਿਸ ਕੰਮ

ਇੱਕ ਨੰਬਰ ਸਕੋਰਪੀਓ/ਜ਼ਾਈਲੋ/ ਮਹਿੰਦਰਾ ਬਲੈਰੋ/ਟੀਯੂਵੀ  
300/ਅਰਟਿਗਾ ਜਾਂ ਹੋਰ ਬਰਾਬਰ ਰੇਟ ਗੱਡੀ ਇੱਕ ਸਾਲ ਲਈ  
ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀ: /ਪੀ ਤੇ ਐਮ ਮੰਡਲ,  
ਪੀ.ਐਸ.ਟੀ.ਸੀ.ਐਲ, ਮੁਕਤਸਰ ਦੇ ਦਫਤਰ ਲਈ ਆਉਟਸੋਰਸ ਤੇ  
ਲੈਣ ਲਈ ਜੋ ਕਿ ਟੈਂਡਰ ਖੁੱਲਣ ਦੀ ਮਿਤੀ ਤੋਂ 4 ਸਾਲ ਵੱਧ ਪੁਰਾਣੀ  
ਨਾ ਹੋਵੇ। ਆਉਟਸੋਰਸਿੰਗ ਦੀ ਮਿਆਦ ਵਿੱਚ ਸਾਲ ਬਰ ਸਾਲ ਵਾਧਾ  
ਅਗਲੇ ਦੋ ਸਾਲਾਂ ਲਈ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।

ਟੈਂਡਰ ਇਨਕੁਆਰੀ ਨੰਬਰ

07/ਪੀ ਤੇ ਐਮ/ਮੁਕਤਸਰ/2023-24

ਟੈਂਡਰ ਜਮ੍ਹਾਂ ਕਰਵਾਉਣ ਦੀ ਆਖਰੀ ਮਿਤੀ ਤੇ ਸਮਾਂ

07.08.2023 ਸਵੇਰੇ 11:00 ਵਜੇ ਤੱਕ

ਟੈਂਡਰ ਖੁੱਲਣ ਦੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ

07.08.2023 ਸਵੇਰੇ 11:30 ਵਜੇ

ਸਪੈਸੀਫਿਕੇਸ਼ਨ ਦੀ ਕੀਮਤ

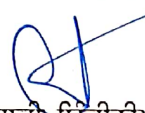
ਨਿੱਲ

ਜਮਾਨਤੀ ਰਕਮ

ਟੈਂਡਰ ਮੁੱਲ ਦਾ 2% ਜਾਂ ਘੱਟੋ ਘੱਟ 10000/- ਰੁਪਏ

ਡਿਮਾਡ ਡਰਾਫਟ

ਨੋਟ:- ਸੂਚਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ ਜੇਕਰ ਕਿਸੇ ਕਾਰਨ ਟੈਂਡਰ ਪ੍ਰਕਿਰਿਆ ਪੂਰੀ ਨਹੀਂ ਹੁੰਦੀ ਤਾਂ ਉਸ ਕੇਸ ਵਿੱਚ ਅਖਬਾਰਾਂ ਵਿੱਚ  
ਸੋਧ ਪ੍ਰਕਾਸ਼ਿਤ ਨਹੀਂ ਕਰਵਾਈ ਜਾਵੇਗੀ। ਸੋਧ ਵੇਰਵੇ ਪੀ.ਐਸ.ਟੀ.ਸੀ.ਐਲ ਦੀ ਵੈਬਸਾਈਟ ਤੋਂ ਵੇਖੇ ਜਾਣ। ਐਨ.ਆਈ.ਟੀ ਦਾ  
ਵੇਰਵਾ ਪੀ.ਐਸ.ਟੀ.ਸੀ.ਐਲ ਦੀ ਵੈਬਸਾਈਟ [www.pstcl.org](http://www.pstcl.org) ਤੋਂ ਡਾਊਨਲੋਡ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।

  
ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ, ਪੀ ਤੇ ਐਮ ਮੰਡਲ, ਮੁਕਤਸਰ।






### General Conditions for Outsourcing of Vehicle:

The following documents are to be provided along with the tender/quotation:

- a) Registration copy of the vehicle (Permit).
- b) Insurance Cover renewed upto date.
- c) Valid driving license of the driver for running of vehicle.
- d) PAN Card/GSTIN certificate.
- e) Valid Pollution Certificate.
- f) Valid copy of Enlistment.
- g) Up dated road tax/passing/fitness certificate of vehicle issued by appropriate authority.

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 three weeks from the date of issue of Intimation letter from this office to him.

2. The contractor is required to submit an Earnest Money Deposit (EMD) of **@2% of the tender value subject to minimum Rs. 10000** in the shape of cash/demand draft in favour of **Sr.Xen/P&M Division, PSTCL, Muktsar**. 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.
3. 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.
4. The contract shall be initially for a period of one year, which may be extended on mutual consent on year-to-year basis, at the same rates, terms, and conditions 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 the PSTCL's Transport Policy **with the approval of competent authority**.
5. The undersigned reserve the right to reject any or all the tenders so received without assigning any reason.
6. Tender received telegraphically/fax/conditional tender/without earnest money shall not be accepted.
7. All matter relating to transportation, traffic police and local administration will be dealt by the Contractor himself at his own cost.
8. 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.
9. All the rates should quoted by contractor himself with ink writing.
10. The quoted rates should be valid for **120 days**.
11. The tenders shall be accepted up to **11:00 Hrs on 07.08.2023** and shall be opened on the same day at **11.30 Hrs.** in the presence of service provider/firm, who may choose to be present in the office of Sr.Xen/P&M Division, PSTCL, Muktsar. In case any holiday declared by Govt./ Other natural hazards, the tender will be opened on the next working day.
12. 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.

  
Sr.Xen/P&M Division,  
PSTCL, Muktsar.

**(B) Proposed term and conditions for Outsourcing of Vehicles:**

Sealed tenders are invited for the Outsourcing of One No. Vehicle. Scorpio/Xylo/Mahindra Bolero/TUV 300/Ertiga or equivalent in price, not more than four years old as on the date of opening of tender, for 1 year and extendable on year to year basis for further two years, for the O/o Sr.Xen/P&M Division, PSTCL, Muktsar.

The contractor will quote the rates on the "schedule of Prices" enclosed as **Annexure-I** as under:

- a) Monthly fixed charges (Including 1000 KMs.)
- b) Per Kilometer running charges (Beyond 1000 KMs.)
- c) Outstation charges (per night halt from 10:00 PM to 06:00 AM)

**(B-1) Terms and Conditions for Vehicles:**

1. 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. 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.
2. Only Commercial Vehicle with Yellow number plate, 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. If the contractor does not supply yellow number plate vehicle than his security will be forfeited and he will be black listed.
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 neighboring 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 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. 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. Vehicles shall possess an valid 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. 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.
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 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.
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.
23. It shall be the responsibility of the officer-in-charge of the vehicle to ensure timely payment to the service provider, not later than 30 days after submission of bill by the service provider.
24. 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.
25. Variation of 05 Paise for cars and 08 paise for other vehicle. for every Rs. 1/- variation in diesel cost. taking the base rate of diesel as per PSTCL Corporate Transport Policy w.e.f. 24-04-2023. shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.
26. Rates will be inclusive of all taxes (except GST). GST shall be payable by the service provider and service receiver as per the instructions issued by the central Govt. from time to time.
27. In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days notice.
28. 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. In case lockdown or any other such type of situation, the rate of extra Kilometers run from the monthly minimum Kilometers.
29. Outstation Night Halting charges from 10:00 PM to 06:00 AM shall be Rs. 300/-
30. In future if the Indian Govt. imposes ban on Diesel Vehicles, in such situation, if the contractor provides the equivalent Petrol Vehicles at the same Diesel rate and same Terms & Conditions as mentioned in the Policy the it shall be acceptable.

  
Sr.Xen/P&M Division,  
PSTCL, Muktsar.

**SCHEDULE OF TYPE OF VEHICLE AND PRICES**

Outsourcing of one No. vehicle, Mahindra Scerio/Xylo or equivalent model not older than 4 years from the date of opening of tender, for 1 year and extendable, on year to year basis, for further two years for O/o Sr. Xen P&M Division, PSTCL, Muktsar.

**SCHEDULE (A)**

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

**SCHEDULE (B)**

SR. NO.	PARTICULARS OF ITEM	RATES/CHARGES (Inclusive of all taxes & duties in Rs.)
1	Monthly Fixed Charges (Lump Sum) up to 1000 Kms: -	
2	Per Kilometer Running Charges above 1000 Kms: -	
3	Outstation Night Halting Charges from 10:00 pm to 6:00 am	

The above rates are inclusive of all Taxes except GST.

GST, if any @.....

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

Date \_\_\_\_\_

Phone \_\_\_\_\_

Signature of the Contractor \_\_\_\_\_

Company Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_