

PSTCL Tender Notice Format



Department Name:	Hotline and safety Division, Ludhiana
Tender Specification No.:	TE-01/2023-24 (Short Term Tender Notice)
Tender Issuing Authority:	Sr.Xen/ Hotline and safety Division, Ludhiana
Address details of Issuing Authority	Sr.Xen/ Hotline and safety Division Power Colony No.1, Near Pb. Agriculture University, Gate No.1, Ferozepur Road. PSTCL, Ludhiana.
Place:	Ludhiana
Short Description:	Hiring of One vehicle for manpower transport of Hotline and safety Division, PSTCL, Ludhiana.
Total Quantity	1 No. (LCV (Canter/Tata 407) or equivalent in price)
Last date for bid Submission:	15.06.2023 (Thursday) Upto 01:00 PM
Bid Opening Date:	16.06.2023 (Friday) at 11:00 AM
Pre Bid Meet Date:	N.A.
EMD :	Rs.14,500/-
EMD Payment Mode:	Demand Draft payable at Ludhiana / Cash
Payment in favour of:	Sr.Xen / P & M Division, PSTCL Lalton Kalan
Contact Person Name and Phone Number:	Er. Rajan Singh (96461-18225)
Contact Email ID:	xen-hotline-ldh@pstcl.org , xenhotlinesludhiana@gmail.com
URL for Additional Information:	www.pstcl.org
Tender Documents Attachment:	1. Soft Copy of the Document. 2. Print out of web NIT. 3. Print out of NIT as per schedule D-1.

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Tender information in details:

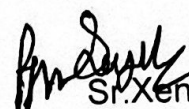
In case the date of opening the tenders as shown above happen to be holiday, then the tenders shall be opened on the next working day at same place and time.

A set of Tender Documents containing Technical Specifications, General Instructions and the Terms and Conditions can be downloaded from the website <https://pstcl.org>

All tenders must be accompanied by earnest money at the rates prescribed in the tender documents except in the case of those tenderers who are specifically exempted thereunder.

Telegraphic quotations and conditional quotations shall not be accepted.

The tenders must valid for 120 days from the date of opening.


Sr. Xen

Hotline and safety Division

PSTCL Ludhiana

SCHEDULE OF PRICES

Description	Rates/Charges In Rs.
<hr/>	
Make, Brand and Model of vehicle quoted	-
a) Monthly Fixed Charges-	
b) Per Km Variable Charges from first km -	
c) Out-station Charges (per night halt) - (Applicable after 10:00 PM to 06:00 AM)	

I have read all the terms and conditions of the quotation & quoted the Rate/Charges as above in accordance with the stipulated terms and conditions.

Date _____

Signature of the Contractor _____

Place _____

Designation _____

Company _____

Phone _____



SCHEDULE OF GENERAL PARTICULARS OF THE VEHICLE/ SUPPLIER

(Any particulars mentioned below if requires more space, the information may be supplied on extra pages as annexures)

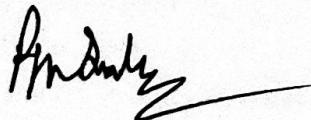
1. Name of the Manufacturer/ supplier/ Firm :
2. Address, Telephone/ Fax Nos. and e. mail address :
of the Manufacturer/ supplier/ Firm
3. PAN No. / GST No. :
4. Year of Manufacturing of Vehicle.
5. Registration Copy of Vehicle
6. Make of Vehicle.
7. Name, telephone no. and e-mail address of Work's :
Manager/ Responsible person to whom reference
should be made for expeditious technical co-
ordination/ other clarifications.
08. Experience and standing in the market :
09. Bank Account Details (Name, Account No., IFSC Code):

SEAL OF COMPANY/ FIRM

SIGNATURE OF TENDERER

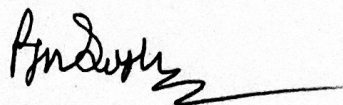
NAME _____

DESIGNATION _____

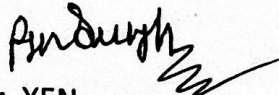


TERMS AND CONDITIONS FOR OUTSOURCING OF VEHICLES

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 with the approval of competent authority, 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. Hence, 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 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 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. 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. Service Provider shall also ensure that the Drivers possess valid driving 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. Local contact No./ Mobile No. and address should be intimated immediately.
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. Variation of 05 Paisa for cars and 08 paisa for other vehicles, for every Rs. 1/- variation in diesel cost, taking the **base rate of diesel as per CTP**, shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.
24. GST shall be payable by the service provider and service receiver as per the instructions issued by the Central Govt. from time to time.
25. In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days notice.
26. 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.
27. The terms & conditions of new PSTCL Corporate Transport Policy applicable will also be applicable.
28. All Legal & Arbitration proceedings in connection with the Work Order/ Contract shall be subject to the territorial jurisdiction of the local Civil Courts Ludhiana.


Sr. XEN,
Hotline and safety Division
PSTCL Ludhiana.