Punjab State Transmission Corporation Ltd.
(Regd. Office: PSEB Head Office, The Mall, Patiala)

Corrigendum-3

TE No-131 Dated 11-7-18

From

SE/SLDC(P&S)
Ablowal , Patiala

To

PSTCL Website

Memo No. 661/10 Dated 11-9-18

Subject: **Request for Quotation for providing 1 no. Mahindra Genio Twin Cabin or equivalent in price diesel vehicle, initially for 1 year, for use of SLDC/P&S (Implementation cell), PSTCL, Ablowal, Patiala**

PSTCL intends to hire one no Mahindra Genio or equivalent in price diesel vehicle, initially for 1 year, for use of SLDC/P&S (Implementation Cell), PSTCL, Ablowal, Patiala. The NIT/Bid document can be downloaded from PSTCL website (i.e. www.pstcl.org).

You are requested to submit quotation in a sealed envelope in Annexure-I to this office on or before 01/10/2018

1. **Last Date & Time of receipt of quotations** **01/10/2018 up to 15:00 hrs**
2. **Date & Time of opening of quotations** **01/10/2018 at 15:30 hrs**

PSTCL general Terms & Conditions mentioned in Ann.-III attached will be applicable.

DA/As Above

SE/SLDC(P&S)
PSTCL, Patiala.

Annexure-I

SCHEDULE OF TYPE OF VEHICLE AND PRICES

Outsourcing of one no. Mahindra Genio twin cabin or equivalent Diesel model, not older than four years from the date of NIT i.e……., for 1 year and further extendable on year to year basis for further two years for O/O ASE/SLDC(Imp cell) Ablowal, Patiala

SCHEDULE (A)

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

SCHEDULE (B)

SR. NO.	**PARTICULARS OF ITEM**	**RATES/CHARGES (Rs.)**		**GST @.....%**	**Total Rates /Charges (Rs.)**
1	Monthly Fixed Charges (Lump Sum) up to 1000 Kms.				
2	Per Kilometre Running Charges above 1000 Kms.				
3	Outstation one Night halting charges from 10:00 PM to 06:00 AM				
4	In the event of extension of work order on year to year basis, for further two years, the monthly fixed charges (Lump Sum) up to 1000 Kms	2nd Year	Rs /Month		
		3rd Year	Rs /Month		

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: _____

Signature of the Contractor with Name

_____

Phone_____

Company Address _____

_____

Annexure-II

SCHEDULE OF DEVIATION (If any)

Annexure-III

(A) General Conditions for Outsourced Vehicle:

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

a) Registration copy of the vehicle.
b) Route Permit
c) Receipt of Tax/LCV Tax certificate.
d) Copy of Valid Insurance.
e) PAN card of Proprietor
f) Copy of driving license of driver.
g) Copy of valid Pollution certificate
h) Copy of GST registration no.
i) Fitness/passing certificate

In case the contractor is willing to provide new vehicle, then it will be considered only after qualifying the terms & Conditions of the Specification subject to submission of all documents as listed above within six weeks from the date of Issue of intimation letter from this office to him.

2. Procedure for opening of Tender:

Tenders shall be submitted in two parts by bidder i.e. Part-I & Part-II Each part will be enclosed in a separate sealed envelope duly super scribed on each envelope as under.

(i) SI/ Bidder's Name along with GST number
(ii) Tender Specification No etc
(iii) Part No. I, II

Part-I Earnest Money Deposits: The first part will consist of Earnest Money Deposit (EMD) in the form of demand draft in favor of "AO/SLDC, PSTCL, Patiala" payable at Patiala.

Part-II Price Bids: The second part will consist of the rates quoted.

All these two envelopes will be further enclosed in a larger sealed envelope super scribed with as follows

(i) Bidder's Name
(ii) Tender Specification No. etc
(iii) Date & Time of Opening.

3. Earnest Money Deposit-The bidders shall be required to submit Earnest Money at the following rate in the form of PSTCL-Cash Receipt/ Bank Demand Draft in favour of "AO/SLDC, Punjab State Transmission Corporation Limited Patiala" payable at Patiala: -

a)	Tender valuing up to Rs.50,000/-	Nil
b)	Tender valuing above to Rs 50,000/- tendered	Tenders Valuing above Rs.50,000/- @ 2% of value rounded off to multiple of Rs.10/- on the higher side, subject to minimum of Rs.5000/- and maximum of Rs.10.00 (ten) lac.

Earnest Money shall be forfeited in case of withdrawal/ modification of an offer within the validity period as required in the NIT/Tender Specification after opening of Tenders.

In case of successful Bidders, Earnest money shall be adjusted against the 5% security deposit and the same shall be released within one month after expiry of contract period. The EMD deposited by unsuccessful bidders shall be refunded within 30 days of the award of Order/

Contract to the successful Bidders. PSTCL shall not be liable to pay any interest on EMD under any circumstances.

4. The offer shall be valid for at least 120 days from the date of submission of quotation and Any modification of the offer shall not be permitted.
5. The validity of the contract shall be 1 year from the issue of Work Order.
6. In case services of service provider are not satisfactory on any account, the vehicle can be disengaged by PSTCL by serving **15-days** notice in advance to the contractor.
7. The vehicle shall not be more than four years old.
8. **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 two years, subject to the performance of the vehicle/Service provider/Market rates and the life of vehicle as specified by PSTCL`s Transport Policy.**
9. All matter relating to transportation, traffic police and local administration will be dealt by the Contractor himself as his own cost.
10. The bidder has to quote the rates on the "schedule of prices" enclosed as **Annexure-I** and any deviation to "schedule of deviation" enclosed as Annexure-II, in case of no deviation "NIL" shall be specifically mentioned on Annexure-II with signature of bidder along with the bid.
11. In case any holiday declared by Govt./ Other natural hazards, the tender will be opened on the next working day.
12. Tender received telegraphically/fax/conditional tender shall not be accepted.
13. 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.
14. The under signed reserve the right to reject any of the tender so received without assigning any reason.

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

1. The contractor shall provide Mahindra Genio or equivalent in price Diesel vehicle Model not more than 4 years old, initially for a period of 1 year. The vehicle 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.
2. **The necessary permit, in the above regard, will be arranged by the Contractor. All liabilities for interstate permit charges shall be borne by contractor. The toll Tax /Parking Fees if applicable at any route shall be reimbursed as per actual by the PSTCL on production of actual receipts.**
3. **Only commercial vehicle with entry in registration certificate shall be hired**
4. **The cost of consumables, in addition to Diesel, like Mobile Oil, Lubricants, etc. and service/repair and maintenance charges will be borne by the contractor.**
5. The vehicle should be duly insured comprehensively including insurance for driver and passengers during the period of engagement with PSTCL. Insurance premium shall be paid by the contractor. Lodging insurance claims with the insurance company will be the contractor's responsibility in case of any eventuality.
6. **Total Liability including third party, if any in case of accident of the vehicle or due to any kind of act of omission shall be of the contractor. PSTCL, directly or indirectly, shall not be responsible**.

7. In case of accident, any type of challan, halt charges, penalty, damages, court case, police case etc, the sole responsibility will be of the Contractor of the vehicle and Punjab State Transmission Corporation Ltd. will be not be party in such case.
8. Maximum up to 4 days off in a month shall be allowed 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/official, 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 contractor.
9. The contractor shall be liable to keep the vehicle in good condition at all times during the contract period. In case of breakdown, he shall provide another alternative vehicle of same type or equivalent, otherwise double the amount of proportionate amount of monthly Outsourcing charges shall be deducted from the monthly bill for the period not in working condition.
10. **In case of non deputing of vehicle on receipt of reacquisition from the requisitioning officer or delay in sending the vehicle , a penalty of Rs. 1000/- per default shall be leviable.**
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.
12. Driver with vehicle should be report to the ASE/SLDC (Imp), PSTCL, PATIALA and shall move as per the instructions of the ASE/SLDC (Imp), PSTCL, PATIALA.
13. The vehicle shall be required at any hour of the day and the Contractor shall be liable to provide the same.
14. The vehicle shall be provided with spares tools, spare tyre and consumables in order to attend minor repairs while traveling.
15. The seats shall be well cushioned and should have fine, neat and clean seat covers and vehicle shall also have rubber floor mats.
16. **Log Book shall be provided by the PSTCL.**
17. **The road tax and all other related expenses / taxes shall be borne and updated by the contractor.**
18. 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.

(C) Terms and Conditions for the Driver of the Vehicles:

1. The contractor shall provide a driver along with the vehicle, who shall be properly dressed and well behaved and shall not be under the influence of any intoxicating drink or drug such as alcohol, cigarette etc. PSTCL reserve the right to direct the Contractor to replace the driver of the vehicle, if he is not well behaved. If Contractor is 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 and any deduction relating to EPF and other Taxes and levies applicable from Time to time will be borne by the contractor.
2. 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 all time during the contract period.

3. The Driver shall maintain a Log-book & the log-book will be signed by the PSTCL's authorized officer/official using the vehicle on the completion of the journey. However Log-book can be verified from time to time by the Sr. XEN or any officer of SLDC office.
4. The Driver should have his own Mobile Phone with SIM of reputed company i.e. Vodafone, Airtel, and BSNL etc.
5. **The driver of the vehicle shall hold valid driving license to drive in plain as well as on the hills and will keep the same at all times during duty hours.**
6. **No lodging and boarding facilities will be provided to the driver of the vehicle by PSTCL**. Night halt charges from 10:00 pm to 6:00 am i.e maximum ₹200 will be given by PSTCL.
7. Alternative replacement of the driver shall be the responsibility of the Contractor of the vehicle in case driver proceeds on leave or not available.

(D) Terms and Conditions for the monthly payment of bill of the Vehicles:

1. The invoices should be sent in triplicate directly to SE/SLDC(P&S), PSTCL, Ablowal (Patiala) with prior intimation. All the payments are to be made by Sr. AO/SLDC, PSTCL, Ablowal (Patiala). All taxes, duties, Levies as applicable shall be mentioned separately in invoices.
2. Income tax at source shall be deducted as per prevailing rates while clearing the bills for payment. GST will be payable as per the prevailing instructions of centre/state Govt. and amendments therefore from time to time by PSTCL.
3. Security deposit equivalent to 5% of the fixed charges plus variable charges (for 1000 kms.), after adjusting EMD, for the whole year shall be deducted from bills of first three months in equal installments and the same shall be refunded within one month after successful completion of the contract period.
4. The charges on account of driver's salary and all other incidental charges shall be borne by the contractor including EPF and allied charges and the contractor shall submit documentary proof of timely payment of salary and any other dues to the driver. The payment shall be made to contractor after submission of copy of challans of statutory deductions/claims like EPF, GST etc. along with the next month's bill.
5. The contractor shall be registered with "Regional Provident Fund Commissioner" as per the provisions of EPF Act-1952 and amendments thereafter. The contractor will be solely responsible for compliance of various provisions of EPF ACT-1952. All obligations on this account will be contractor's responsibility and PSTCL will have nothing to do with it.
6. The office of Sr. AO/SLDC, PSTCL, Patiala shall make payment within 15 days from the date of submission of bill of previous month on verification of the entries in the logbook.
7. The payment of hired vehicle on the monthly basis would be made at the end of the month. For journey beyond fixed monthly limit i.e 1000 KM (maximum ₹25000/-), the payment will be made at the rates mentioned for extra kilometers (Maximum ₹5.0/Km).
8. Payment shall be made by cheque/NEFT on monthly basis on the basis of Log Book, duly certified by the concerned officer. No advance payment on any account shall be made.
9. **OFF set variation in prices of diesel: Variation (+/-) of 08 paisa per Rs 1 Variation (+/-) of Diesel Prices shall be applicable on variable kms. (i.e. beyond 1000 kms.), by taking the base rate of diesel prices as that on the tender opening date, effective from the 1st day of subsequent month. No variation shall be allowed in Monthly Fixed Charges (Lump Sum) up to 1000 kms.**

(E) NEGLIGENCE AND DEFAULT

In case of negligence fails to execute the order/contract with due diligence & expedition, the purchaser may blacklist or suspend business dealings with the contractor after giving 15 days notice under intimation to the all purchasing authorities of PSPCL/PSTCL.

(F) JURIDICTION:

All legal proceedings against this contract shall be in the jurisdiction of Civil Courts at Patiala.

SE/SLDC (P & S)
PSTCL, PATIALA