



PUNJAB STATE TRANSMISSION CORPORATION LIMITED

Regd Office PSEB Head office THE MALL PATIALA .147001

CORPORATE IDENTITY No.U40109PB2010SGC033814, [www.pstcl.org](http://www.pstcl.org)

Addl. SE C.O.& C. Division PSTCL 132 KV S/st. Verka Batala road Amritsar

Mobile no. 96461-18026 E-mail: [srxen-pm-coc-asr@pstcl.org](mailto:srxen-pm-coc-asr@pstcl.org)

TO,

See Over leaf

MEMO No. 950-959

Date:- 26-12-2024

Subject: Limited Tender no 05/2024-25 for hiring of Common Pool Mahindra genio twin cabin or Equivalent in segment in price, diesel driven vehicle for O/O AEE,C.O.&C.,Sub-division,PSTCL,Hoshiarpur stationed at Hoshiarpur.

You are requested to quote your prices for the above said job. Copy of NIT-05/2024-25 (English) is enclosed and all Terms & Conditions Will be as per Tender Documents to be purchased by you from this office .

D/A : As above

Addl. S.E.,  
C.O.& C. Division  
PSTCL AMRITSAR

**List of Vendors:-**

- 1. M/s Pritam automobile, Opp. Atithi plaza, Bathinda, Punjab, 151001**
- 2. M/s Mehta cab Jalandhar, Punjab, 144001**
- 3. M/s Enterprises St. No. 3, Ajit nagar Faridkot, Punjab, 151203**
- 4. M/s Pal trading agencies, kanda Nehru nagar market, Bathinda, Punjab, 151001**
- 5. M/s Jagtar singh Panech tour & travel, Village:- Sohavi, P.O:- Sanghol, Teh:-  
Khumano, Fatehgarh, Punjab, 141801**
- 6. M/s Sukhjiwan singh, H No.:- 329, H-block, Pakhowal road, SBS Nagar, Basant  
Avenue, Ludhiana, 141013**
- 7. M/s Jamalpur Co-op L.Y.&C. society Ltd, Near old city club, College road, Pathankot,  
Punjab, 145001**
- 8. M/s Sunny tour & travel agency, Indra colony, Hoshiarpur, Punjab, 146001**
- 9. M/s Gurtej singh S/O Sh. Jarnail Singh R/O Green city, Patran road, Block-C Samana,  
Distt:- Patiala, Punjab, 147101**
- 10. M/s Gurmehar enterprises, Near BSNL Tower, Adda Panjore,  
Pathankot, Punjab, 145025**



ਪੰਜਾਬ ਸਟੇਟ ਟਰਾਂਸਮਿਸ਼ਨ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ,

ਕਾਰਪੋਰੇਟ ਆਈਡੈਂਟਿਟੀ ਨੰਬਰ: U40109PB2010SGC033814 www.pstcl.org

ਦਫਤਰ: ਵਪਾਰਿਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ, ਸੀ.ਓ. ਅਤੇ ਸੀ. ਮੰਡਲ, ਅੰਮ੍ਰਿਤਸਰ

ਸੰਪਰਕ: ਮੋਬ- 96461-18029, ਈਮੇਲ: [srxen-pm-coc-asr@pstcl.org](mailto:srxen-pm-coc-asr@pstcl.org).

**ਟੈਂਡਰ ਨੋਟਿਸ**

ਟੈਂਡਰ ਦਾ ਵੇਰਵਾ:	ਸ਼ਹਾਇਕ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ. ਸੀ.ਓ. ਅਤੇ ਸੀ, ਉਪ-ਮੰਡਲ ਹੁਸ਼ਿਆਰਪੁਰ ਲਈ ਇੱਕ ਨੌ ਮਹਿੰਦਰਾ ਗਿਨਿਓ ਟਵਿਨ ਕੈਬਿਨ ਜਾਂ ਇਸ ਦੇ ਬਰਾਬਰ ਦੀ ਗੱਡੀ ਇੱਕ ਸਾਲ ਲਈ ਕਿਰਾਏ ਤੇ ਲੈਣ ਸਬੰਧੀ। (ਮਾਡਲ 5 ਸਾਲ ਤੋਂ ਪੁਰਾਣਾ ਨਹੀਂ ਹੋਣਾ ਚਾਹੀਦਾ ਹੈ।
ਟੈਂਡਰ ਨੰ:	05/2024-25
ਜ਼ਮਾਨਤੀ ਰਕਮ	5000/- (ਘੱਟੋ ਘੱਟ) ਜਾਂ ਟੈਂਡਰ ਦੀ ਕੀਮਤ ਦਾ 2% ਜੋ ਵੀ ਜ਼ਿਆਦਾ ਹੋਵੇ
ਬਿਆਨਾ ਰਕਮ	5000/- (ਘੱਟੋ ਘੱਟ) ਜਾਂ ਟੈਂਡਰ ਦੀ ਕੀਮਤ ਦਾ 2% ਜੋ ਵੀ ਜ਼ਿਆਦਾ ਹੋਵੇ
ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਲੈਣ ਦੀ ਆਖਰੀ ਮਿਤੀ	15.01.2025 ਸਮਾਂ 17:00 ਤੱਕ
ਟੈਂਡਰ ਕੋਟੇਸ਼ਨ ਪ੍ਰਾਪਤੀ ਦੀ ਆਖਰੀ ਮਿਤੀ	16.01.2025 ਸਮਾਂ 11:00 ਤੱਕ
ਟੈਂਡਰ ਖੋਲਣ ਦੀ ਮਿਤੀ	16.01.2025 ਸਮਾਂ 12:00 ਤੱਕ

ਨੋਟ:- ਸੂਚਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ ਜੇਕਰ ਕਿਸੇ ਕਾਰਣ ਟੈਂਡਰ ਪ੍ਰਕ੍ਰਿਆ ਪੂਰੀ ਨਹੀਂ ਹੁੰਦੀ ਤਾਂ ਉਸ ਕੇਸ ਵਿੱਚ ਅਖਬਾਰਾਂ ਵਿੱਚ ਸੋਧ ਪ੍ਰਕਾਸ਼ਿਤ ਨਹੀਂ ਕਰਵਾਈ ਜਾਵੇਗੀ। ਸੋਧ ਵੇਰਵੇ ਪੀ.ਐਸ.ਟੀ.ਸੀ.ਐਲ. ਦੀ ਵੈਬਸਾਈਟ ਤੇ ਵੇਖੇ ਜਾਣ। Terms and condition may be downloaded from PSTCL's website ([www.Pstcl.org](http://www.Pstcl.org)) under Corporate Transport Policy.

--Sd--  
Addl. S.E.,  
C.O. & C. Division PSTCL  
AMRITSAR



PUNJAB STATE TRANSMISSION CORPORATION LIMITED.

Regd Office PSEB Head Office. The Mall, Patiala. 147001

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Mobile no. 96461-18029 [Email:srxen-pm-coc-asr@pstcl.org](mailto:srxen-pm-coc-asr@pstcl.org)

**(NOTICE INVITING LIMITED TENDER)**

Tender Notice	Hiring of One no. vehicle Mahindra genio twin cabin or equivalent in price for office of AEE, C.O.&C. S/d Hoshiarpur for one year the vehicle should not be older than 5 years.
Tender No.	05/2024-25
Depositing Amount	5000/- ( Minimum ) or 2% of the contract value which ever is higher
Earnest Money Deposit (EMD)	5000/- ( Minimum ) or 2% of the contract value which ever is higher
Tender document available	15.01.2025 upto 05:00 PM
Receipt of quotation	16.01.2025 upto 11:00 AM
Opening of Tender	16.01.2025 upto 12:00 PM

Detailed NIT/ specification may be downloaded from PSTCL website ( [www.pstcl.org](http://www.pstcl.org) ). Corrigendum, if any, will not be published in newspaper, As Such the website may be visited regularly for updated.

--Sd--  
Addl. S.E.,  
C.O. & C. Division PSTCL  
AMRITSAR

**(A) TERMS AND CONDITIONS FOR HIRING COMMON POOL 1 NO. VEHICLE Mahindra genio twin cabin OR EQUIVALENT IN SEGMENT OF ONE YEAR FOR OFFICE OF C.O.&C. S/D HOSHIARPUR UNDER THIS DIVISION OFFICE FOR TENDER ENQUIRY NO. 05/2024-25**

Sealed tenders are invited in duplicate for the hiring of one No. Common Pool Vehicle Mahindra genio twin cabin or Equivalent in segment (Model should not be older than 5 years) , with All India Taxi Registration/Northern India Taxi Registration for PSTCL Hoshiarpur on Monthly basis. This tender Shall be initially for a period of 1 year and same shall be extendable on year-to-year basis for a further period of three years, on the satisfactory performance of the vehicle/ service provider subject to condition that the vehicle can continue in the department up to 7 years of its life. Hence the maximum period for which a vehicle can be hired is 4 years. After a period of 4 years, a new tender needs to be floated. The service provider will quote the rates in three parts in "Schedule of Prices" as under:

- 1 No. Common Pool Mahindra genio twin cabin or Equivalent in segment in price required for office of C.O.&C. S/D HOSHIARPUR UNDER THIS DIVISION OFFICE :-
  - A. Monthly fixed charges (including initial 1000 Kms for the month)
  - B. Per Kilometer running charges beyond initial 1000 Kms for the month.
  - C. Outstation charges (per night halt)

For hiring the vehicles, following terms and conditions will be applicable:

1. 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, then his security will be forfeited and he will be black listed.-
2. 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 AND J&K.
3. 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.
4. Road tax for the vehicle shall be paid regularly and kept updated by the service provider.
5. Service Provider shall have valid pollution certificate for the vehicles and the same should be available with the driver to be produced on demand.
6. The service Provider shall obtain the passing/ fitness certificate and update Registration of vehicle from the concerned authority at his own cost.
7. Expenses towards fuel, Mobile 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.
8. 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.

9. 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.
10. Vehicles shall possess an All-India Permit. No liability for the Inter-State permit charges would be borne by PSTCL.
11. Toll Tax/Parking charges, etc. wherever paid, shall be reimbursed as per actual, subject to the production of its receipts.
12. 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.
13. 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.
14. 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.
15. 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.
16. 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.
17. 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.
18. 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.
19. Service provider shall ensure mobile facility to the driver at its own cost.
20. Log book should be maintained by the service provider.
21. 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.
22. 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.
23. Service Tax/ GST shall be payable by the service provider and service receiver as per the instructions issued by the Central Govt. from time to time.
24. In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days' notice.

25. The bidder has to quote the rates on the "schedule of Prices" enclosed as annexure-II and any deviation to 'The NIT' conditions shall be specifically mentioned on separate sheet with signature of bidder along with the bid.
26. Service provider should be GST Register.
27. In case of lockdown or any other such type of situation, the rate of extra kilometers will be charged (recovered) for less Kilometers run from the monthly minimum Kilometers.  
**" This Condition will be Part of NIT at the time of Tender".**
28. In the future if Indian Govt. imposes ban on Diesel Vehicle, in such situation , if the contractor provides the equivalent Petrol vehicles at the same Diesel rate and same terms & condition as mentioned in the policy, then it shall be acceptable.
29. The work order for out sourcing of vehicles for the vehicle not more than 5 years old, shall be initially for a period of 1 year and same shall be extendable on year-to-year basis for a further period of three years, on the satisfactory performance of the vehicle/ service provider subject to condition that the vehicle can continue in the department up to 7 years of its life. Hence the maximum period for which a vehicle can be hired is 4 years. After a period of 4 years, a new tender needs to be floated.
30. 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 work regulation 1997, as amended from time to time.

**(B).Terms and Conditions for the Driver of the Vehicles:**

1. The service provider shall provide a driver along with the vehicle, which shall be properly dressed and well behaved, PSTCL reserve the right to direct the Service provider to replace the driver of the vehicle, if he is not well behaved. If service provider 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 Service provider and any deduction relating to EPF and other Taxes and Levis applicable from Time to time will be borne by the contractor.
2. The Service provider 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 of the vehicle shall hold valid license to drive in plain as well as on the hills and will keep the same at all times during duty hours.
4. No lodging and boarding facilities will be provided to the driver of the vehicle by PSTCL.
5. Alternative replacement of the driver shall be the responsibility of the Service provider of the vehicle in case driver proceeds on leave or not available.

**(C) Terms and conditions for the monthly payment of bill of the vehicles:**

1. Income tax at source shall be deducted as per prevailing rates while clearing the bills for payment. The service provider himself will pay Service Tax/ any other tax, if any as per the prevailing instructions of center/State Govt and amendments thereof from time to time.
2. Security deposit equivalent to 5% of the running bill shall be deducted by the PSTCL from the monthly bills (excluding fuel charges) and the same shall be refunded after successful completion of the contract period.

3. The charges on account of driver's salary and all other incidental charges shall be borne by the service provider including EPF and allied charges and the service provider shall submit documentary proof of timely payment of salary and any other dues to the driver.
4. The concerned officer of the PSTCL shall make payment within 30 Days from the date of submission of bill of previous month on verification of the entries in the logbook. No advance payment on any kind shall be made.
5. The payment of hired vehicle on the monthly basis would be made at the end of the month. For journeys beyond fixed monthly limit, the payment will be made at the rates mentioned for extra kilometers or the rate fixed for the next slab which-ever is less.
6. Variation of 05 Paise for cars and 08 paise for other vehicles, for every Rs. 1/- variation in diesel cost, taking the base price of Diesel rate @ 90.25 as on 01.04.2022 ,shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.
7. The GST will be applicable in case of register dealer as per the GST Act of central govt. In other cases GST will be applicable as amended by the central govt. in future as time to time.
8. Outstanding night halting charges from 10:00 pm to 6:00 am shall be Rs 300/- .

**(D) Paying Authority**

The paying authority will be the Add. SE, C.O. & C. Division PSTCL Amritsar.

**(E) JURISDICTION**

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

**(F) General Conditions**

1. The service providers required to submit an Earnest Money Deposit (EMD) equal to 2% of the contract value minimum as shown below:-

Sr. No.	Description of work	EMD (Earnest Money Deposit)	Remarks
1	1 No. Mahindra genio twin cabin or equivalent in segment in price required for Office of C.O.&C. S/D HOSHIARPUR UNDER THIS DIVISION OFFICE PSTCL for one year.	<b>Minimum Rs. 5000/- OR 2% of the contract value, which ever is higher.</b>	

The amount shall be paid in cash or in shape of demand draft in favor of Add. SE, C.O. & C. Division PSTCL Amritsar. Tender offers without EMD will not be accepted. The EMD will be released after the completion of three months from the date of award of contract to successful bidder.

2. The EMD/Security submitted are liable to be forfeited, if the contractor fails to provide services as per terms and conditions of the contract/ work order.
3. In case of withdrawal of vehicle from service of PSTCL, the service provider 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.

4. The contract shall be initially for a period of one year, which may be extended on mutual consent at the rates as per **PSTCL Corporate Transport Policy**, terms and conditions as per the prevailing rules.
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.

**(G) ACCEPTANCE & OPENING OF TENDER:**

The tender quotation shall be accepted up to **11:00 am on 16-01-2025** and shall be opened on the same day in the presence of contractor/ bidders, who may choose to be present in the office of concerned the Addl. S.E.,C.O.&C. Division, PSTCL AMRITSAR **at 12:00 hrs on 16-01-2025.**

Please do not forget to super scribe the envelop (s) with the name of tender and due date of opening of tender.

Addl. S.E.,  
C.O.& C. Division  
PSTCL AMRITSAR



**SCHEDULE OF PRICES**

<b>Sr. No</b>	<b>Description</b>	<b>Rates/Charges in Rs.</b>
<b>1</b>	<b>2</b>	<b>3</b>
1.	Make, Brand and Model of Vechile quoted  b. Monthly fixed charges ( Including 1000 kms)  c. Per Kilometer variable charges above 1000 Kms.  d. Outstation charges will be Rs 300/- (Per night halt) (Applicable after 10:00 pm to 6:00 am)	 <hr/> <hr/> <hr/>

I/we have read all the terms and conditions of quotation and quoted the Rates/charges as above in accordance with the stipulated terms and conditions.

SIGNATURE OF THE CONTRACTOR: \_\_\_\_\_

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

DATE : \_\_\_\_\_

Addl. S.E.,  
C.O.& C. Division  
PSTCL AMRITSAR