

Annexure – A


Terms & Conditions for Hiring of Vehicle

A) General Conditions for Tender/Outsourced Vehicle: -

- 1) The contractor is required to deposit an Earnest Money Deposit (EMD) Rs 15,000/- (Rupees Fifteen Thousand Rupees only) in shape of demand draft in favor of **AO / Accounting Cell Grid Construction Circle PSPCL, Ludhiana along with his/her/their quotation**. The Quotations without EMD will not be accepted. The EMD to non-successful bidders will be released within one month from the date of award of contract to successful bidder.
- 2) The EMD/Security submitted is liable to be forfeited on revocation/withdrawal of offer or change in the same without consent of PSPCL or non-completion of work.
- 3) **At the time of hiring, the vehicle should not be more than 4 years old.**
- 4) In case of withdrawal of vehicle from service of PSPCL, contractor shall have to inform to PSPCL 30 day's in advance otherwise 30 days payment shall be deducted from their bill as penalty.
- 5) The bidder has to quote the rates on the enclosed Performa as per **Annexure – B**.
- 6) In case any holiday declared by Govt./ other natural hazards on the day of opening of the tender, the same will be opened on the next working day.
- 7) The envelop (s) should be super scribed the with the name of firm & detail of tender and due date of opening of tender.
- 8) The undersigned reserves the right to reject any or all the tenders so received without assigning any reason.
- 9) Tender received telegraphically/fax/conditional shall not be accepted. Also tender without earnest money shall not be accepted.
- 10) Other terms and conditions of PSPCL transport policy issued vide memo no. 3304/4203/GB/V-612 dated 31-01-2023 or its amendment issued (if any) will remain applicable. The salient features of this policy are as mentioned below under part B.

B) Terms and conditions for Outsourced Vehicle/Service Provider:

- 1) **The work order for the out-sourced vehicle, 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 a further period of 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.**
- 2) Only commercial vehicle with yellow number plate, entry in Registration Certificate will be hired. No Corporate (PSPCL) 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.


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- 18) Maximum upto 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/- (Rupees one thousand only) per default shall be livable.
- 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 travel, 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) The payment to the service provider shall generally be made within 30 days after the 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 vehicles for every Rs 1/- variation in diesel cost taking the base rate of diesel @ Rs 90.25 (price as on 01.04.2022) shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.**
- 26) GST shall be payable by the service provider and the 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 PSPCL, upon or in relation to, or in connection with the order/contract, he may go for arbitration as per Arbitration clause contained in Works Regulation 1997 of PSPCL, as amended from time to time.
- 29) 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.
- 30) Outstation Night halting charges from 10:00 pm to 06:00 am shall be Rs 300/-.
- 31) In the 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 the same Terms & conditions as mentioned in this tender/PSPCL transportation policy, then it shall be acceptable.
- 32) The seats shall be well cushioned and should have fine, neat and clean seat covers and vehicle shall also have rubber floor mats.
- 33) The contractor shall be liable to keep the vehicle in good condition at all times during the contract period.

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- ii) In case the GST is applicable and is required to be paid extra as referred to Para-(i) above, the tenderer should clearly indicate HSN code of item along with present rate (in percentage) applicable to their company.
- iii) The maximum rate (in percentage) up-to which the GST may become livable/ payable under the prevailing Rules & Regulations applicable to their company, should also be clearly indicated in their tender.
- iv) In case the GST is applicable /payable, necessary certificate of GST claimed / GST Gate Pass duly authenticated by the authorized representative of GST Authorities, shall however, be furnished by the supplier along with each consignment. The supplier should, therefore, clearly indicate in their tender that whether such GST Gate Passes/Certificates shall be furnished by them or not.
- NOTE: The firms indicating nil or concessional rate of GST in their tenders (if any) will have to absorb GST up to the full rate applicable at the time of tendering.
- v) FURTHER any loss due to non-availability of ITC or levy of penalty/ interest payable by PSPCL on account of non-filing of return or non-compliance or any miss-statement given under the provisions of GST ACT by the firms shall be recoverable from them.
- vi) GST at applicable rates shall be payable as per prevailing rules/laws.

40) **Jurisdiction**

All legal proceedings in connection with the work allotment order-cum-contract agreement shall be subject to the territorial of Local Civil courts at Patiala.


Addl. SE

**Grid Construction Division
PSPCL, Patiala**

(ANNEXURE – B)

Price Performa

Hiring of One No. Vehicle (5 Ton LCV Canter including driver and maintenance) for one year for the Office of AE Grid Construction Sub Division PSPCL, Sangrur

Sr.No.	Particulars of firm	
1	Make & Model of Vehicle (month & year of Registration of vehicle)	
2	Monthly Fixed Charges (Lump Sum) up to 0 Km.	
3	Per Kilometer Variable Charges above 0 Kms.	
4	GST Rate	

Date _____

Phone _____

Signature of the Contractor

Company Address



ਪੰਜਾਬ ਰਾਜ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ

(ਰਜਿ. ਦਫਤਰ:- ਪੀ.ਐਸ.ਈ.ਬੀ. ਹੈੱਡ ਆਫਿਸ, ਮਾਲ ਰੋਡ ਪਟਿਆਲਾ।)

ਦਫਤਰ : ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ, ਗਰਿਡ ਉਸਾਰੀ ਮੰਡਲ, ਪਟਿਆਲਾ

(ਸੈੱਡ ਨੰ: ਟੀ-5, ਥਰਮਲ ਡਿਜ਼ਾਇਨ, ਸ਼ਕਤੀ ਵਿਹਾਰ)

ਫੋਨ ਨੰਬਰ:- 96461-23965 ਈ.ਮੇਲ. xen.gc.pta@gmail.com

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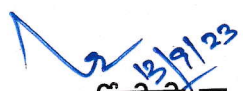
ਸੀਨੀਅਰ ਕਾ:ਕਾ: ਇੰਜੀਨੀਅਰ,
ਆਈ.ਟੀ. ਸੈਲ,
ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ, ਪਟਿਆਲਾ।

ਮੀਮੋ ਨੰ: 2753/54 ਮਿਤੀ: 13-9-23

ਵਿਸ਼ਾ:- ਆਉਟ ਸੋਰਸ ਗੱਡੀ ਵਾਸਤੇ ਪ੍ਰੈਸ ਟੈਂਡਰ ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ ਵੈਬਸਾਈਟ ਤੇ ਅਪਲੋਡ ਕਰਨ ਸਬੰਧੀ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਅਧੀਨ ਇਸ ਦਫਤਰ ਵਲੋਂ ਟੈਂਡਰ ਇੰਨਕੁਆਰੀ ਨੰ: 02/2023-24 ਮਿਤੀ: 13.09.2023 ਆਉਟ ਸੋਰਸ ਗੱਡੀ ਲਈ ਟੈਂਡਰ ਲਾਇਆ ਗਿਆ ਹੈ। ਉਸ ਦੇ ਨਾਲ ਸਬੰਧਤ ਡਾਕੂਮੈਂਟ ਇਸ ਪੱਤਰ ਨਾਲ ਨੱਥੀ ਕਰਕੇ ਆਪ ਜੀ ਨੂੰ ਵੈਬਸਾਈਟ ਤੇ ਅਪਲੋਡ ਕਰਨ ਲਈ ਭੇਜੇ ਜਾਂਦੇ ਹਨ। ਸੋ ਕਿਰਪਾ ਕਰਕੇ ਇਹ ਡਾਕੂਮੈਂਟ ਵੈਬਸਾਈਟ ਤੇ ਅਪਲੋਡ ਕੀਤੇ ਜਾਣ।

ਨੱਥੀ/ ਉਪਰੋਕਤ ਅਨੁਸਾਰ


ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ
ਗਰਿਡ ਉਸਾਰੀ ਮੰਡਲ
ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ ਪਟਿਆਲਾ

ਸੀ ਸੀ :- ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ ਗਰਿਡ ਉਸਾਰੀ ਹਲਕਾ ਪੀ. ਐਸ. ਪੀ. ਸੀ. ਐਲ ਲੁਧਿਆਣਾ



Punjab State Power Corporation Limited

Addl. SE Grid Construction Division Shed No. T-5 Shakti Vihar PSPCL, Patiala

Email – xen.gc.pta@gmail.com Contact No. 96461-23965

TENDER ENQUIRY NO:- 02/2023-24

Dated: 13/09/2023

Notice Inviting Tender

Memo No. 2755

Date.13.09.2023

Sealed tender are invited from eligible contractors on behalf of PSPCL for the hiring of one no. vehicle as per description of work mentioned below. The last date of sale of tender document/specification is 26.09.2023 up to 16.00 hrs. The completed tender documents should reach this office on or before 29-09-2023 at 12.30 hrs and the tender will be opened on the same day i.e. 29-09-2023 at 13.00 hrs in the presence of the firm's representatives who would like to be present.

Sr. No.	Description of work	Earnest Money	Cost of tender Specification
1	Hiring of One 5 ton LCV Canter vehicle (including rental and driver & maintenace of vehicle etc.for one year for the office of AE Grid Construction Sub Divison PSPCL Sangrur (Punjab). The contractor will quote the rates strictly as per Performa Annexure – B	15,000/-	1000+GST@18% = 1180/-

Terms & Conditions for hiring of the above said vehicle will be as per Annexure-A

Note: The tenders shall be opened on next working day if the scheduled date of opening of tender happens to be a holiday.


ADDL. SE,
Grid Construction Division
PSPCL, Patiala