



Punjab State Power Corporation Limited

Corporate Identity Number: U40109PB2010SGC033813 Website: www.pspcl.in

OFFICE OF CHIEF ENGINEER/NRSE & THERMAL DESIGNS, SHAKTI VIHAR, PSPCL, PATIALA
Fax No. 0175-2303924 E-mail ce-th-design@pspcl.in Tel. No. 0175- 2213038

TO

Dy.CE/IT Section,
PSPCL,Patiala.

Email: tender@pspcl.in

Memo no. 1330

/W-146

Date: 08/08/2023

Sub: To upload Tender Notice on PSPCL website.

In reference to the subject cited above, tender notice regarding Hiring of One No. Honda City, Maruti Ciaz or equivalent along with driver for official use of CE/NRSE & Thermal (D), PSPCL, Patiala for one year, is hereby enclosed to upload the same on PSPCL website. The last date of submission of this tender is 05.07.23 (upto 12:00 Hrs), it is requested to upload the same as early as possible.

DA/As per above

✓
8/8/23
ASE/Works

For EIC/NRSE & Thermal (D),
PSPCL, Patiala.

To

M/s

Memo No.

/W-146

Date:

Subject: Hiring of One No. Honda City, Maruti Ciaz or equivalent along with driver for official use of CE/NRSE & Thermal (D), PSPCL, Patiala.

Sealed Tenders in duplicate are invited for the following work from Transporters/ Tour operators/ firms etc. with permanent EPF Account No. issued by the EPF authorities as per PSPCL tender specifications.

Sr No	Description of work	Estimated Cost (Rs)	Enquiry No./year	Last date & time of Receipt of Tenders	Date & Time of Opening of Tender	Cost of Tender specifications	Earnest Money@ 2% of tender value
1	2	3	4	5	6	7	8
1	Hiring of One Honda City, Maruti Ciaz or equivalent along with driver for official use of CE/NRSE & Thermal (D), PSPCL, Patiala.	4,74,000/-	35/CE/NRSE & Thermal (D)/ 2023-24	Date: 05.07.23 09:00 Hrs	Date: 06.07.23 11:00 Hrs	Rs.1000/- + 18% GST	Rs.9500/-

Contract Period: One Year

A set of tender documents containing technical specifications, general instructions and terms & conditions can be obtained from this office on any working day between 09:30 Hrs to 13:30 Hrs up to dtd: 05.07.23 (09:00 Hrs) against non-refundable cash or Demand Draft drawn in favour of **Accounts Officer/Thermal Designs, PSPCL, Patiala.** Tenders of the firms which do not purchase the tender documents in advance shall not be opened.

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 herein. Tenders received telegraphically through Telephone or Fax shall not be accepted.

DA/ Annexure A,B& C

Endst. No.: 1323/25

/W-146

Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

Dated: 08/06/2023

Copy of the above is forwarded to following for information & necessary Action please.


1. CE/NRSE & Thermal (D), PSPCL Patiala.
2. Accounts Officer /NRSE & Thermal Designs, PSPCL, Patiala.
3. Supdt./Estt. NRSE & Thermal (D), PSPCL, Patiala.

Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

GENERAL INSTRUCTIONS TO BE OBSERVED BY TENDERERS:

1. The following instructions must be carefully observed by all tenderers. Quotations/tenders not strictly in accordance with these instructions are liable to be rejected:-
 - (i) The tender must be complete in all respects. The following points should carefully be studied in order to ensure submission of a complete and comprehensive tender. Failure to comply with any of these instructions may lead to rejection of another-wise competitively lowest offer.
 - (ii) Tender shall be submitted in duplicate and all copies shall be separately tagged and clearly marked as 'Original' or 'Duplicate' as the case may be.
 - (iii) Telegraphic quotations will not be accepted.
 - (iv) The tender shall be sent in two separate envelopes. One envelope containing deposit of Earnest Money and the other containing the main tender in duplicate. While opening the tenders the envelope containing Earnest Money shall be opened first and only in case the deposit of Earnest Money is in accordance with the terms of Notice Inviting Tender, the second envelope containing the tender shall be opened.
2. The officer inviting tenders reserves the right to modify the schedule of requirements, technical particulars and the specifications at any time and to place the order as a whole or in part and to reject any or all the tenders received without assigning reasons. He will not be responsible for and will not pay for expenses or losses that may be incurred by Tenderer in the preparation of the tenders.
3. Quotations/Tenders shall be enclosed in double covers both addressed to Dy.CE/Projects, O/o CE/NRSE & Thermal (D), Shed No. T-2, Thermal (D), Shakti Vihar, Patiala-147001. Both (inner & outer) covers shall be sealed and superscripted with Tender No. as given at the right hand top corner of the inquiry or in the Tender Notice together with the date on which the tender is due.
4. Quotations/Tenders shall be received in the office of Dy.CE/Projects, O/o CE/NRSE & Thermal (D), Shed No. T-2, Thermal (D), Shakti Vihar, Patiala-147001 up to 10:00 Hrs on the due date given in the tender notice and shall be opened in the same office thereafter at 11:30 Hrs in the presence of Tenderers or their Agents if they like to be present. In case the due date of receiving/opening tenders happens to be a holiday, tenders shall be received and opened at same place and same time on the next working day.
5. **Tender fee:**
Tender fee of Rs. 1000 + GST @ 18% should be attached with quotation in the shape of demand draft in favour of **Accounts Officer/Thermal Designs, PSPCL, Patiala** payable at Patiala which will be non-refundable.
6. **Earnest Money:**
Earnest money should be submitted in a separate envelope on which the word 'Earnest Money' should be super scribed without which tender/quotation envelope will not be opened. The tenderer shall be required to submit Earnest Money @ 2% of Tender value rounded off to a multiple of Rs 10/- on the higher side subject to a minimum of Rs. 9,500/-.
7. Public sector undertakings owned by Punjab Govt./Central Govt./Other state Govt are exempted from earnest money.
8. Tender received without earnest money/Tender fee as specified above shall be rejected.

9. The tenderers shall bring all the original documents at the time of submission of application for purchasing of tender documents and also attach attested copies of the same with application as under:
- i. Proof of PAN Number.
 - ii. Affidavit attested by the appropriate authority stating that contractor/firm is not blacklisted by any Govt. / Semi Govt. Deptt.
 - iii. Bank solvency certificate or affidavit to the effect that transporter/Tenderer is not bankrupt.
 - iv. Permanent EPF Account number issued by the EPFO authorities.
 - v. Valid GST No.
10. The onus of responsibility in case of death or injury to the labour/ worker during the pendency of work or at the time of execution of work will fully lie with the contractor. PSPCL will bear no claim/ responsibility in this regard whatsoever.
11. Tenderers must keep their offers valid for 120 days for acceptance and may be asked to extend the same thereafter.
12. Negotiations, if required, shall not be held except with the lowest tenderer.
13. All legal proceedings in connection with this tender enquiry shall be subjected to the territorial Jurisdiction of the local Civil Courts at Patiala only.
14. Tenderer must have permanent EPF account number issued by the EPFO authorities.


Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

Annexure-I
OTHER TERMS & CONDITIONS/SPECIFICATIONS

1. EARNEST MONEY:

The tenders shall be required to deposit Earnest Money @ 2% of Tender value rounded off to a multiple of Rs 10/- on the higher side subject to a minimum of Rs.9500/-in the shape of Demand Draft in favour of **Accounts Officer/Thermal Designs, PSPCL, Patiala** payable at State Bank of India, Patiala in a separate sealed cover except in the following cases:-

- I. Public Sector Undertakings fully owned by Punjab Government/Central Government/Other State Govt.
- II. Firms/Contractors having permanent Earnest Money Deposit for the requisite amount with Punjab State Power Corporation Limited.

Earnest money shall be forfeited in case of with-draw/modification of an offer within the validity period not valid if EMD not submitted as required in the NIT/Tender specification. In case of successful tenderer, Earnest Money shall be converted as Security Deposit.

2. TENDER TO BE INVALIDATED:

The tender must be complete in all respects. Conditional, incomplete or not properly sealed tenders and tenders received late due to any reason whatsoever will be rejected.

3. SECURITY DEPOSIT:

- (i) Amount of earnest money already deposited shall be retained as security deposit for faithful execution of this contract. The security deposit will be deducted from the running bills at the rate of 5% of the gross value of the work done from time to time after taking into account the EMD converted as security. No interest shall be payable to the contractor on the amount of security deposit.
- (ii) In the event of default on the part of the contractor in the faithful execution of contract, security deposit shall be forfeited. The forfeiture of security deposit shall however be without prejudice to any other rights arising of acquiring to the PSPCL under relevant provisions of the contract like penalty/damages for delay in delivery including suspension of business dealing with board for a specific period. It will however be refunded after the contract has been executed faithfully.
- (iii) In the event of default on the part of the contractor in the faithful execution of contract, bill of the contractor shall not be paid.

4. SIGNING OF TENDERS:

Tenders shall be signed by the owner or person holding Power of Attorney to do so. Necessary documents in support thereof should be enclosed with tender at the time of submission, failing which the tender may not be considered.

5. RATES:

- a) Contactor will quote Monthly fixed charges for 1000 km and per KM Charges beyond 1000 KM assuming the base rate of diesel @ Rs. 90.25 as on 01.04.2022.
- b) Rates quoted should be firm and inclusive of all taxes (including GST), duties, levies etc. and no extra payment shall be made by the PSPCL in this regard. Any increase during the period of contract in taxes, levies shall be borne by the owner at his risk and cost. No reimbursement on this account shall be given by PSPCL. Rates should be

quoted as per Price Quoting Performa attached herewith (**Annexure-B**). The rates should be quoted in both words and figures.

- c) L-1 shall be decided by considering the total journey for each month as approximately 2000km.

6. VALIDITY OF BIDS:

Tenderers must keep their offers valid for 120 days from the date of opening of tender for acceptance and may be asked to extend the same thereafter. Any withdrawal or modification of the offer shall not be permitted.

7. GOODS AND SERVICE TAX:

PSPCL is registered centrally in the state under **GSTIN 03AAF5120Q1ZC**.

- i) GST, as applicable, will be paid as per prevailing provisions of GST Act & Laws against submission of documentary proof at rate(s) prevailing during the contracted delivery period on the basis of actual. The following certificates shall have to be furnished along with invoice –cum- gate pass duly signed by the authorized agent /signatory. The first invoice should accompany the specimen signatures of the authorized signatory duly attested by the Managing Director of the factory with a copy of orders regarding his appointment as authorized signatory.
- a) Certified that the transaction on which the GST is claimed has been/shall be included in the return submitted / to be submitted to the GST Authorities and the amount claimed from the Punjab State Power Corporation Ltd. has been / shall be paid to the GST Authorities.
- b) Certified that the goods on which GST has been charged have not been exempted under GST Act or rule made there under and that the GST charged on these goods is not more than what is payable under the provisions of relevant act.
- c) Certified that we shall indemnify the Punjab State Power Corporation Ltd. in case, it is found, at a later stage that wrong or incorrect payment had been received on account of GST; the same will be refunded.
- d) Certified that we are registered dealer under the GST Act and our Registration No. is _____
- e) 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.
- f) The maximum rate (in percentage) up-to which the GST may become leviable/ payable under the prevailing Rules & Regulations applicable to their company, should also be clearly indicated in their tender.
- g) 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.

- h) 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.

- i) Further GST at applicable rates on principal supply shall be payable on Freight and Insurance.

8 TERMS AND CONDITIONS FOR HIRING 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 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. After a period of 3 years, 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 then his security will be forfeited and he will be blacklisted.
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 neighbouring states of Haryana, Himachal Pradesh, Rajasthan and J&K.
4. The vehicle shall be insured comprehensively, including insurance for driver and Passengers, during the period of engagement with PSPCL .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 the valid pollution certificate for the vehicle 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 the vehicle from the concerned authority at his own cost.
8. Expenses towards fuel, Mobil oil, service charges and other repair and maintenance of vehicle shall be borne by the service provider and the vehicle 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 kilometres, if any, shall be paid by PSPCL.
10. Any Halt charges, penalty including challan, damages, court case , police case , etc. shall be the sole responsibility of the service provider and PSPCL shall not be party in such cases.
11. Vehicle shall possess valid permit. No liability for the inter- state permit charges would be borne by PSPCL.
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 accident of vehicle or due to any kind of act of omission shall be of the service provider .PSPCL 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 repair while travelling.
15. Service provider shall also ensure that Driver possess valid driver's license. Validity of driver's licence 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 of the conduct of driver. In case of any complaint regarding the conduct of driver, he shall be replaced immediately.
17. In case any driver proceeds on leave or is not available on medical ground 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 vehicle, without any deduction of payment provided the vehicle has been regularly in use prior to 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. **PENALTY:** 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 kilometres readings along with KMs run, Purpose(along with additional details required in case of transportation of store material), Signature of official/officer performing journey (along with his designation) etc. should invariably be made in the vehicle's log book.
23. Payment shall be made by cheque on monthly basis on the basis of log book, duly certified by the concerned officer in the succeeding month by **Accounts Officer/Thermal Designs, PSPCL, Patiala** through Cheque/RTGS. No advance payment on any account shall be made.
24. 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 (Rs 90.25 as on 01.04.2022) shall be applicable on actual kilometres run, effective from the 1st day of the subsequent month.
25. Income tax and other taxes, charges shall be deducted as per prevailing rates while clearing the bills for payment. In addition to this, GST shall be payable by the service provider and service receiver as per the instruction issued by the Central Govt. from time to time.
26. In case service of service provider is not satisfactory on any account, the contract can be terminated by giving 15 days' notice.

- 27 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 regulations 1997,as amended from time to time.
- 28 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."
- 29 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 same terms and conditions as mentioned in the policy, then it shall be acceptable.
- 30 The vehicle shall solely be used for P.S.P.C.L's works during the entire contract period and vehicle is required around the clock and shall be stationed at Patiala.
- 31 The seats shall be well cushioned and should have fine, neat and clean seat covers and vehicle shall also have rubber floor mats.
- 32 Outstation Night halting charges from 10:00 P.M. to 06:00 A.M. shall be Rs.300/-.
- 33 The vehicle shall be parked at suitable place provided by the PSPCL. In case the contractor/drivers parks the vehicle at any other suitable place of their choice, then the mileage from that place to the place of duty will not be paid to the contractor.

34 Terms and Conditions for the Driver of vehicles:

1. The Contractor shall provide an efficient & healthy driver along with the vehicle, who shall be properly dressed and well behaved, PSPCL reserve the right to direct the Contractor to replace the driver of the vehicle, if he is not well behaved. If Contractor will be unable to provide another driver, the PSPCL has the right to terminate the contract awarded to the Contractor. The driver should be very polite / punctual and under no circumstances, driver of the vehicle should be under the influence of any intoxicating drink or drug. The salary and other expenses of the driver shall be borne by the Contractor.
2. The driver shall maintain a log book and the log book will be signed by the Officer/authorized official using the vehicle on the completion of journey. However, the log book will be verified from time to time by any other Authorized Officer of the PSPCL.
3. The Contractor shall also make available the Registration Certificate of the vehicle with the driver of the vehicle along with all other relevant documents for insurance, Pollution certificate, Road tax etc. necessary to keep the vehicle running on the road at all times during the contract period.
4. 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.
5. No lodging and boarding facilities will be provided to the driver of the vehicle by PSPCL.
6. In the event of emergency, the driver would inform the officer concerned before proceeding on leave and alternative arrangement will be made by the contractor in consultation with officer attached.

7. The charges on account of driver's salary and EPF, If applicable, and other charges shall be borne by contractor. The copy of challan vide which the amount of EPF deposited shall be produced as proof at the time of submission of bill.
8. The local contact Number i.e. Phone / Mobile No. and Address should be intimated to this office immediately.
9. The driver shall be provided with Mobile Phone facility by the contractor.

35 Terms and Conditions for the monthly payment of bill of the vehicle:

1. **Accounts Officer/Thermal Designs, PSPCL, Patiala** shall make payment within 30 days from the date of submission of bill of previous month on verification of the entries in the logbook.
2. Fuel cost for extra kms (above minimum fixed 1000 km) shall be Rs. 6.50/- per KM.
3. Variation shall be allowed for increase / decrease the rate by 05 paise per KM for every Rs. 1.00 variation in diesel cost, taking the base rate of diesel Rs. 90.25/- (as base rate on 01.04.22) shall be applicable on actual kilometres run, effective from the first day of the subsequent month.
4. The Kilometer run for the journeys, which are not verified/ signed by the concerned officer, shall not be payable.
5. Income tax at sources shall be deducted as per prevailing rates while clearing the bills for payment.
6. Rates will be inclusive of all taxes (except GST), duties and no charges shall be paid extra.
7. PSPCL, reserves the right to terminate the contract of the vehicle without assigning any reasons, if the services or the condition of the vehicle is not found satisfactory at any point of time during the contracted period.

36 NEGLIGENCE & DEFAULT

In case of any negligence on the part of a Contractor to execute the Work-order/Contract with due diligence and expedition and to comply with any reasonable orders, pertaining to any contravention to the provisions of the Purchase-order/Contract, given in writing by the PSPCL, the PSPCL may give a 21 days-notice in writing to the Supplier/Contractor to make good the failure/neglect/contravention. In the event the Supplier/Contractor fails to comply with the notice within a timeframe considered to be reasonable by the PSPCL, the business dealings shall be suspended/terminated with the contractor by the PSPCL for a minimum period of three years or in extreme cases, the firm shall be blacklisted forever by the purchaser. Apart from the suspension/termination of business dealings/blacklisting of the supplier/contractor, the PSPCL shall also forfeit the security & other pending payments of the Work-Order/ Contract against which the contractor has defaulted, in addition to PEMD/ EMD lying with the concerned organization.

37 CANCELLATION:

The PSPCL has reserves the right the cancel the work order as a whole or in part, at any time or in the event of default on the part of contractor by giving 21days' notice. Decision of PSPCL will be final and binding on the contractor in this regard.

38 ARBITRATION:


- a) If at any time any question, dispute or difference what so ever arises between PSPCL and the contractor in relation to or in connection with the contract, either party may forthwith give to the other, notice in writing of the existence of such question, dispute or difference and same shall be referred for sole arbitration of a nominee of the PSPCL who shall give a reasoned /a speaking award. The award of the sole arbitrator shall be final and binding on the contractor under the provisions of the Indian Arbitration Act 1996 and of rules there under. Any statutory amendments, modification or re-enactment thereof for the same time being in force shall be deemed to apply and be incorporated in contract. It will not be objectionable, if sole arbitrator is an officer of PSPCL and he has expressed his views on all or any of the matter in question or dispute or difference.
- b) Upon every or any such references, the cost of and incidental to the reference and award respectively shall be in the discretion of the sole arbitrator so appointed who may determine the amount thereof or direct the same to be taxed as between solicitor and the client or as between party and party and shall direct by whom and to whom and in what manner the same is to be borne and paid.
- c) The work under the contract shall be continued during the arbitration proceedings and no payment due or payable by the purchaser/Corporation shall be withheld on account of such proceedings.

39 JURISDICTION:

All legal proceedings in connection with the Purchase Order/Contract shall be subject to the territorial Jurisdiction of the local Civil Courts at Patiala (Punjab) only. All relevant clauses of Works Regulations-1997 as amended from time to time shall also be applicable.

40 ACKNOWLEDGEMENT:

The contractor will execute Contract Agreement on Non judicial Stamp paper worth Rs. 50/- within 10 days from the issue of work order. A specimen of the Contract agreement to be executed is attached herewith as Annexure-III.


Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

Annexure-A**Details of vehicle offered by contractor for hiring by PSPCL**

Sr. No.	Description	Detail
1	1 No. Honda City, Maruti Ciaz or equivalent Vehicle along with Driver	
2	Model	
3	Year of Mfg. (Should not be more than 4 years old)	
4	Registration number (vehicle should be LCV with yellow name plate)	
5	Name of owner	
6	Address of owner	
7	Kilometre run up to date of submission of the tender documents	
8	Cost at the time of purchase (attach documentary proof)	
9	Colour of vehicle	
10	Number of accidents if any with details	
11	Challans issued if any with reasons	
12	Any other information details may be attached	
13	Name of Org./individual providing the vehicle	
14	Year of Establishment	
15	Regd. office/address	
16	Hiring service provider license if any details.	
17	Nos. of fleet of vehicles available make/model.	
18	No. of fleet of vehicles he can arrange from local market at his own level.	
19	Past experience of handling hiring services Name of Govt/Autonomous Organization served along with performance certificate. (attach documentary proof)	
20	PAN No. (attach documentary proof)	
21	GST No. (attach documentary proof)	
22	Financial turnover of the firm for the past 3 years.	

23	Income Tax clearance certificate	
24	Mobile No. of the contractor	
25	Telegraphic address if any	
26	Any additional information	
27	Central Excise Registration No. (attach documentary proof)	
28	EPF NO. (attach documentary proof)	
29	Affidavit attested by the appropriate authority stating that contractor/firm is not blacklisted by any Govt. / Semi Govt. Deptt. (attach documentary proof)	
30	Bank solvency certificate or affidavit to the effect that transporter/Tenderer is not bankrupt. (attach documentary proof)	

Note: Please ensure to enclose the attested photocopies of the above stated documents.

Signature and Seal of contractor
(Name of contractor)

Declaration:

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and in case any of the above information is found to be false, I am aware that I may be held liable for it.

Place

Date

(Signature of Contractor)

Annexure-B

PRICE BID FOR PROVIDING OF HIRING SERVICES OF VEHICLES ON MONTHLY BASIS FOR THE OFFICE OF CE/NRSE & THERMAL DESIGNS, PSPCL, PATIALA.

TYPE OF VEHICLES:- Hiring of 1 No. Maruti Ciaz, Honda City or equivalent vehicle along with Driver as per PSPCL Terms & Conditions & tender enquiry.

Name of Contractor.

PAN No.

GST No.

EPF A/C No.

EMD deposited vide Cash receipt Demand Draft serial no.

Sr. No.	Description of works	Qty	Fix monthly charges including 1000 km	Rate per KM for additional Journey beyond 1000 km	Total Charges per month Assuming the journey to be 2000 km at diesel base rate as Rs. 90.25/- km
1.	Hiring of 1 No. Maruti Ciaz, Honda City or equivalent vehicle along with Driver as per PSPCL Terms & Conditions & tender enquiry.	01 No.			
2	GST%				
3	GST Amount on monthly charges				
4	Total monthly charges including GST				
5	Total annual charges including GST				

It is certified that the above rates are firm and inclusive of all taxes and liabilities.

Signature and Seal of Contractor

Annexure-C

CONTRACT AGREEMENT

This Contract Agreement has been executed today on _____ between Punjab State Power Corporation hereinafter called PSPCL and _____ here in after called "Contractor" for supply of different type of vehicles on daily/monthly basis to Punjab State Power Corporation Limited on the rates mentioned in the enclosed Annexure-B for one year with immediate effect, in accordance with Tender Enquiry _____ and contractor quotation dated _____ and subsequent correspondence made between the parties.

The PSPCL has appointed the contractor as authorized contractor for supply of different type of vehicles on daily/monthly basis to Punjab State Power Corporation Limited vide PSPCL Work Order No. _____ dated _____ mentioning therein detailed terms & conditions. The contractor while acknowledging Contract dated _____ has agreed to comply with the same.

This agreement contains _____ pages including Annexure A& B.

In witness where of the parties here to have affixed their signatures on the day, month and year written as above.

CONTRACTOR

Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

WITNESSES



TENDER NOTICE

Name of Office	Dy.CE/Projects, NRSE & Thermal (D), Pspcl, Patiala.
Tender Specification No.	35/CE/NRSE & Thermal (D) /2023-24
Tender Issuing Authority	Dy.CE/Projects, NRSE & Thermal (D), Pspcl, Patiala.
Address details of issuing authority	Shed No. T-2, Thermal (D), Shakti Vihar, Patiala-147001
Place	Shed No. T-2, Thermal (D), Shakti Vihar, Patiala-147001
Short Description	Hiring of One No. Honda City, MarutiCiaz or equivalent along with driver for official use of CE/ NRSE & Thermal (D), PSPCL, Patiala.
Start date for collection of Specification/tender documents from the o/o Dy.CE/ Projects, PSPCL Patiala	12.06.23
Last date for collection of Specification/tender documents from the o/o Dy.CE/ Projects, PSPCL Patiala	05.07.23 (upto 12:00 Hrs)
Last date for Bid Submission	05.07.23 (upto 12:00 Hrs)
Bid Opening date.	06.07.23 (11:00 Hrs)
Tender Document cost.	1000 + GST @ 18% =1180/-
EMD	As specified in the specification
Payment mode.	Demand Draft
Payment in favour of	Accounts Officer/Thermal Designs, PSPCL, Patiala payable at Patiala.

NOTE: -

1. In case the due date for opening of tender happens to be a holiday, then tenders would be received & opened on the next working day at the same time.
2. Tender specification can only be collected from the o/o Dy.CE/Projects, PSPCL Patiala.
3. The prospective bidders are requested to get clarification from this office number: +91-96461-17838 in case of any difficulty regarding the tender well in time and no last minute request for extension in the date and time of opening of tender on this account will be entertained.
4. The prospective bidders are requested to be extra cautious in filling the tender and to get in touch with this office in case of any difficulty. Once the tender is opened, no request regarding giving relaxation or for overlooking any mistake committed by the bidder will be entertained.

Dy.CE/Projects,
O/o CE/ NRSE & Thermal (D),
PSPCL, Patiala.

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