

CENTRAL COALFIELDS LIMITED
OFFICE OF THE GENERAL MANAGER, DHORI AREA
P.O. DHORI, DIST. BOKARO

No. GM(D)/SO(E&M)/Tender-Notice/Ambassador cars/12-13/54

Dt.26-04-2012

TENDER NOTICE

Wax sealed tenders are invited from the reputed agencies/owners for hiring of Ambassador Cars for commercial purposes for GM unit, Dhori Area on daily hire basis (24 hrs.) for a period of three (03) years. The vehicle should not be older than 2009 model. Priority will be given to the latest model vehicle. However tenderers opting to buy new vehicle may submit their offer in terms of clause (g) laid down below. Details are as under:-

Sl.No.	Type of vehicle	Require-ment	Estimated hiring charges per vehicle excluding diesel	Earnest money per vehicle	Cost of tender paper for one vehicle
01	Ambassador Cars for commercial purpose for different Sections/Disciplines of GM unit, Dhori Area	04 (Four)	Rs. 4,32,000/- per vehicle with a total value of Rs. 17,28,000/-	Rs. 4,320/-	Rs 250/- + Vat @ 14 %

NB : The tenderer can participate for one or more vehicles.

NB : Posting/deployment of vehicles will be as of now for GM unit but change of place of deployment, if required will be at the discretion of the company.

NB : Service tax, if payable will be reimbursed by company on production of documentary proof of payment by the contractor to the appropriate authority.

- Selling of tender documents : **19-05-2012 to 23-05-2012 (during working hours)**
- Date and time of tender receiving : **24.05.2012 up to 12:30 pm**
- Date and time of tender opening : **24.05.2012 at 4:30 pm**
- Cost of tender documents to be deposited to the Cashier, GM Office, Dhori Area on any working day up to 1.00 PM (Up to 12.00 Noon on Saturday) by depositing cash which is un-refundable.
- Earnest Money should be deposited in the shape of bank draft from any Indian Nationalized Bank drawn in favour of CCL, Dhori Group payable at SBI, Phusro Bazar to be enclosed in the envelope No. 1 (Part I)
- In addition to the above, tender document will also be available on CCL Website (www.ccl.gov.in) and a tender can be downloaded from the website and in such event, the cost of tender document shall have to be deposited by way of Bank Draft drawn on SBI Phusro Bazar in favor of Central Coalfields Limited, Dhori Group in a separate envelope mentioning clearly as " DD for the cost of tender document" and tagging it in front of the Part – I Envelope at the time of submission of tender document on the scheduled date. The DD for the cost of tender document must be on or before the date of closing of selling of the tender document. Without which the offer will liable to be rejected.
- Tender not accompanied with the Earnest Money will be rejected out rightly. No adjustment of Earnest Money will be entertained against any dues with the tenderers with the company.

The tenderers should submit the tender in two envelopes which should contain the followings.

Part – I (Technical Bid) :- The Part I shall contain the following documents :-

- a) Proof of Earnest money.
- b) Copy of Pan Card of the tenderer.
- c) Statutory papers and documents of vehicles offered for hiring duly countersigned with date by the tenderers i.e. Owner Book, Valid Commercial Tax Token, Insurance (latest), Fitness certificates, Road Permit, Proof of Service Tax.
- d) Terms and conditions duly signed by the tenderers in each pages with seal as token of acceptance.
- e) A certificate declaring that no employee of CCL is related to him and he himself is not an employee in any Govt. organization.
- f) Affidavit certifying that the tenderer has not been involved in any criminal case and has not been blacklisted in CCL or any subsidiary of CIL.

- g) In case of owners' option to buy new vehicle for deployment, they should submit Proforma Invoice of the authorized dealer for the vehicle along with undertaking by way of affidavit to deploy the vehicle within 15 days from the date of issue of LOI and submit all statutory documents relating to vehicle within 60 days from the day of deployment otherwise the award / work will be cancelled outrightly.
- h) If the vehicle is non-commercial, the tenderer must submit their undertaking in non-judicial stamp paper to submit all statutory documents like commercial tax token, insurance, fitness and road permit, service tax etc. within 45 days from the date of issue of the letter of intent failing which the deployment of vehicle will be terminated.
- i) If any document submitted by the tenderer is found to be false on verification, legal/penal action will be taken against the tenderer including forfeiture of the Earnest Money and debarring from participating any tender in future.
- j) All the pages of tender documents, credentials should be signed by the tenderer including cutting/overwriting, if any.
- k) In case, if the tenderer is not the owner of the vehicle, he must submit a declaration from the owner by way of affidavit that the vehicle is allowed to be operated by the tenderer for commercial purposes.
- l) The tenderers will have to produce original documents during the opening of first part for verification.

Part – II (Price Bid) shall contain the per day rate and km/lit. of diesel reimbursement to be quoted in the prescribed bill of quantity.

- i. In case the L₁ bidder is unable to provide the required numbers of vehicles, the committee shall consider the offers of the other valid bidders (L₂, L₃ etc.) & shall hold negotiation to finalize the tender at the L₁ rate.
- ii. In case of any information as required in 1st part of the tender offers is lacking, the offer(s) of the concerned party will be disqualified.
- iii. The owner book, commercial certificate, tax token etc. of the concerned vehicle will be verified from the concerned DTO and if any variation is found, the deployment of the vehicle will be terminated immediately and the earnest money will be forfeited.
- iv. All the documents (photo copy) should be signed by the tenderer in all the pages with date and the documents submitted by the tenderers must have current validity with date.

The management reserves the right to accept or reject the tender wholly or partly with or without assigning any reason whatsoever.

Staff Officer (E&M)
Dhori Area.

Distribution :-

1. The CVO, CCL, Ranchi
2. GM(E&M), CCL, Ranchi.
3. The All CGM/GMs, Barkakana/Piparwar/Rajrappa/Argada/ B&K/Kuju/ Hazaribagh/ Kathara/Giridih/Sayal/NK Area.
4. The GM, Dhori Area.
5. The G.M. (System), CCL, Ranchi – with CD and hard copy for loading in the website.
6. The Dy. GM (PR), CCL, Ranchi – for publication in leading news papers.
7. The AFM, Dhori Area.
8. The Addl. GM,/ S.O. (M), Dhori Area.
9. The Project Officer, Amlo/Dhori/NSD/SDQ-1/SDQ-3.
10. The Staff Officer, Excv/Pers/Civil/Safety/Admn/Security/P&P/Sales.
11. The F.M., AAO, D/Area.
12. The Cashier, GM Office, Dhori.
13. Notice Board, Area Office.

BILL OF QUANTITY :-

Item No.	Description of vehicle	Requirement of vehicle	No. of vehicles offered by the tenderer	Rate to be quoted per day towards hiring charges (excluding diesel)	Towards running of vehicle average KM per ltr of diesel.
01	Ambassador Cars for commercial purpose for different Sections/ Disciplines of GM unit, Dhori Area	04 (Four)	_____	Rs. _____	_____ K.M. per Ltr of diesel.

N.B. : Evaluation of tender will be made on the basis of total economy including hiring charges + Cost of fuel.

Declaration

I have noted the detail instructions mentioned in the terms and conditions and tender is being submitted in accordance with the same. Further it is certified that the rates quoted above are minimum.

SIGNATURE OF TENDERER

Full Name & Address _____

Staff Officer (E&M)
Dhori Area.

TERMS AND CONDITIONS

1. Tenderer should certify that the vehicles offered for hiring will not be engaged in any other Govt/ Govt. undertakings organization after getting the letter of intent.
2. The tenderer must indicate ownership status with necessary documents in 1st Part of tender documents. The vehicle in name of minor (under age) candidate cannot be considered.
3. POL will not be issued to the party by the department. Only the charges for diesel will be reimbursed.
4. In case of any accident/theft, the responsibility lies with the owner of the vehicle and no liability lies on management.
5. Earnest money deposited by successful tenderer will be adjusted towards security deposit and the earnest money deposited by the unsuccessful tenderer shall be refunded after issue of award letter to the successful tenderers.
6. Tender submitted without earnest money shall not be considered at all and shall be rejected outrightly. The earnest money should be deposited in the shape of demand draft in favor of Central Coalfields Limited Dhori Group payable to SBI Phusro Bazar on any nationalized bank or obtain a cash receipt (against DD) issued under signature of Accounts Executive of Cash Section of Area Accounts Office, Dhori Area and submit the same with the 1st part of tender offer. No adjustment of earnest money will be entertained against any dues with the tenderers with the company.
7. Tenders should be submitted strictly in accordance with the terms and conditions of the tender. No other terms and conditions should be incorporated/stipulation of additional terms and conditions by the tenderers shall render the tender invalid.
8. In case the party fails to deploy the vehicle within the date stipulated in the letter of intent/ order letter and in case the valid lowest bidder is not capable of supplying/providing the required no. of vehicles as per NIT, negotiation may be carried out with other valid bidders.
9. Rates are to be quoted in the prescribed tender bid form, evaluation of tender will be made on the basis of total economy including hiring charges + cost of fuel.
10. Payment will be made through E-payment basis by the associated project finance authorities / Area Accounts Office, Dhori within 30 days from the date of receipt of pre-receipted bill in triplicate duly accepted by the in charge of the vehicle accompanied with log book. In addition, the tenderer will have to submit Authorization of all payment through electronic fund transfer system/RTGS/CBS/Intra bank transfer after getting the letter of intent.
11. Paying authority: - Area Finance Manager, Dhori Area.
12. The agency will provide the vehicle in good condition with well dressed drivers.
13. The staff employed by the agency should be experienced with proper valid license for the job. He should be non-alcoholic and declared medically fit by the CCL Management. However, his performance, if found poor, he should immediately be replaced by other one having valid license for drivers' – is to be submitted by the agency along with the vehicle.
14. Security Deposit :
 - A. Rs. 10,000/- (Ten thousand only) each vehicle including earnest money deposit in such a way that Rs. 5000/- (including the earnest money) will be deposited one time at the time of Agreement and rest Rs. 5000/- will be deducted from running monthly bills @ Rs.1000/- per month. The security money will be refundable after completion of work.
 - B. The deposit against earnest money/ security money will not bear any interest by CCL Management.
15. Repair and maintenance, payment of Road tax, insurance and all other taxes include compliance of motor vehicle act as applicable shall be responsibility of the agency.
16. In case of owners' option to buy new vehicle for deployment, they should submit Proforma Invoice of the authorized dealer for the vehicle along with undertaking by way of affidavit to deploy the vehicle within 15 days from the date of issue of LOI and submit all statutory documents relating to vehicle within 60 days from the day of deployment otherwise the award / work will be cancelled outrightly.
17. CCL Management will impose penalty @ 2 X daily hiring rate per day if the vehicle is found absent without information.

18. Details of office establishment of the agency for emergency contact such as address and telephone number should be submitted to the Incharge of vehicle / S.O.(E&M), Dhori Area.
19. The agency will not be provided with any garage or accommodation for staff employed by the agency.
20. The LOG BOOK of the vehicle will be in the prescribed format given by the management. The agency will have to arrange LOG BOOK and other stationary at his own cost. The maintaining of log book will be responsibility of the agency which should be countersigned by the in-charge of the vehicle.
21. CCL has full liberty to hire the vehicle from independent agency for its additional requirements.
22. Any liabilities regarding employees of agencies (drivers, cleaners etc.) like employment , medical facilities etc. are the sole responsibility of the agency and in no case this has to be shifted on CCL management.
23. If the fact that agency has relative employed in any capacity with Coal India Ltd. or its subsidiaries and subsequently comes to light, then contract of agency may be cancelled.
24. PERIOD OF CONTRACT : It will be up to 31st March 2015. However, effective date of contract will be as per L.O.I. (after submission of all documents pertaining to driver, vehicle etc.) and may be extended by the management, if necessary.
25. The Court of Tenughat of Jharkhand State only has jurisdiction to deal with or objection legal matter or disputes whatsoever arising out of necessary.
26. For vehicles operating twenty four hours basis, the vehicle will be released for half an hour after eight hours of use for maintenance. However, that period will be decided by the controlling officers of the vehicle.
27. For twenty four hours operation, the tenderer should provide at list two drivers and certification of which must be given at the time of submission of bills.
28. The vehicle should be registered for commercial use and have valid commercial license for operating on hire.
29. In case of breakdown of the deployed vehicle, the agency shall provide a suitable alternative during the breakdown period, which shall not be more than ten (10) days. In case of major breakdown of the vehicle, the agency may engage the other vehicle after getting the competent approval for that period after submitting all the relevant documents but the substitute vehicle should be roadworthy and fulfill all the parameters mentioned in this N.I.T.
30. If deployment of the vehicle becomes irregular by the agency, the contract may be terminated by the company after giving two warnings. If the agency continues to be irregular, the contract may be terminated without assigning any further reason.
31. The documents of the vehicles will be send to State/District authorities time to time. Any documents submitted by the agency found false at any point of time will lead to termination of work order/Agreement.

ACCEPTED THE ABOVE TERMS AND CONDITIONS

Signature of Agency

Full Name and address

Tel. No.

Staff Officer (E&M)
Dhori Area