



PUNJAB STATE POWER CORPORATION LIMITED

(Regd. office: PSEB Head Office, The Mall, Patiala-147001,
Corporate IN. No. U40109PB2010SGC033813)

Office of : Dy. Chief Engineer/Civil Technical Audit, B-2 Shakti
Vihar.

Tender Enquiry No. 01/2023-24

Hiring of Vehicle Mohindra Bolero/ TUV 300/Xylo or equivalent in price for Sr.Xen/Civil Technical Audit Cell-I, PSPCL, Patiala for one year (The vehicle not more than 4 years old).

Last date & time for Sale of Tender Doc : - 09.06.2023 upto 2:00 PM

Last date & time for receipt of Tenders:- 14.06.2023 upto 11:00 PM

Opening of tenders:- 14.06.2023 at 11:30 PM

Cost of Tender document:- Rs.1180/-. For Tender document please visit office of Sr.Xen/Civil Technical Audit Cell-I, Shed No-B-2, Shakti Vihar, PSPCL, Patiala.

Detailed NIT/specification/Terms & conditions may be downloaded from PSPCL website (www.pspcl.in). Corrigendum if any, will not be published in newspaper, as such the website may be visited regular for update.


20/5/23
Sr.Xen/Civil Technical Audit Cell-I,
PSPCL, Patiala



ਪੰਜਾਬ ਰਾਜ ਪਾਵਰ ਕਾਰਪੋਰੇਸ਼ਨ ਲਿਮਿਟਿਡ
(ਰਜਿ:ਦਫਤਰ:ਪੀ.ਐਸ.ਈ.ਬੀ, ਹੈਡ ਆਫਿਸ, ਦੀ ਮਾਲ ਪਟਿਆਲਾ-
147001, Corporate ID. No. U40109PB2010SGC033813)
ਦਫਤਰ: ਉਪ ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਸਿਵਲ ਤਕਨੀਕੀ ਪੜਤਾਲ,ਬੀ-2, ਸ਼ਕਤੀ ਵਿਹਾਰ,

ਟੈਂਡਰ ਇਨਕੁਆਰੀ ਨੰ. 01/2023-24

ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ ਸਿਵਲ ਸੈਲ-1, ਤਕਨੀਕੀ ਪੜਤਾਲ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ, ਪਟਿਆਲਾ ਲਈ ਇੱਕ ਸਾਲ ਲਈ ਮਹਿੰਦਰਾ ਬੇਲੋਰੇ/TUV 300/Xylo ਜਾਂ ਇਸ ਦੇ ਬਰਾਬਰ ਦੀ ਕੀਮਤ ਵਿੱਚ ਗੜੀ ਕਿਰਾਏ ਤੇ ਲੈਣਾ ਲਈ (ਵਾਹਨ 4 ਸਾਲ ਤੋਂ ਵੱਧ ਪੁਰਾਣਾ ਨਹੀਂ)।


ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਦੀ ਵਿਕਰੀ ਲਈ ਆਖਰੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ: - 09.06.2023 upto 2:00 PM

ਟੈਂਡਰ ਪ੍ਰਾਪਤ ਕਰਨ ਦੀ ਆਖਰੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ :- 14.06.2023 upto 11:00 PM

ਟੈਂਡਰ ਖੋਲਣ ਦੀ ਮਿਤੀ :- 14.06.2023 upto 11:30 PM

ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਦੀ ਲਾਗਤ: - 1180/- ਰੁਪਏ। ਟੈਂਡਰ ਦਸਤਾਵੇਜ਼ ਲਈ ਕਿਰਪਾ ਕਰਕੇ ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ ਸਿਵਲ ਸੈਲ-1, ਤਕਨੀਕੀ ਪੜਤਾਲ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ, ਪਟਿਆਲਾ, ਸੈੱਡ ਨੰ-B-2, ਸ਼ਕਤੀ ਵਿਹਾਰ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ,, ਪਟਿਆਲਾ ਦੇ ਦਫਤਰ ਤੋਂ ਪ੍ਰਾਪਤ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ।

ਨੋਟ:- ਟੈਂਡਰ ਦੀਆਂ ਸਪੈਸੀਫੀਕੇਸ਼ਨਾਂ ਅਤੇ ਸ਼ਰਤਾਂ ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਦੀ ਵੈਬਸਾਈਟ (www.pspcl.in) ਤੋਂ ਡਾਊਨਲੋਡ ਕੀਤੀਆਂ ਜਾ ਸਕਦੀਆਂ ਹਨ। ਜੇਕਰ ਕੋਈ ਕੋਰੀਜੰਡਮ ਹੋਇਆ ਤਾਂ ਉਹ ਅਖਬਾਰ ਵਿੱਚ ਪ੍ਰਕਾਸ਼ਿਤ ਨਹੀਂ ਕੀਤਾ ਜਾਵੇਗਾ। ਕਿਸੇ ਵੀ ਤਰ੍ਹਾਂ ਦੀ ਅਪਡੇਟ ਲਈ ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ. ਦੀ ਵੈਬਸਾਈਟ ਤੇ ਲਗਾਤਾਰ ਦੇਖਿਆ ਜਾਵੇ।


ਸੀਨੀਅਰ ਕਾਰਜਕਾਰੀ ਇੰਜੀਨੀਅਰ ਸਿਵਲ ਸੈਲ-1,
ਤਕਨੀਕੀ ਪੜਤਾਲ, ਪੀ.ਐਸ.ਪੀ.ਸੀ.ਐਲ, ਪਟਿਆਲਾ

PUNJAB STATE POWER CORPORATION LIMITED
NOTICE INVITING TENDER

Tender Enquiry No. 01/2023-24

Date of Opening:-14.06.2023

1. Sealed tenders in duplicate are invited on behalf of Punjab state Power Corporation Limited from contractors/ firms for execution of following work

Enquiry No.	Description	Completion period	Cost of Tender specification
01/2023-24	Hiring of Vehicle Mohindra Bolero/ TUV 300/Xylo or equivalent in price for Sr.Xen/Civil Technical Audit Cell-I, PSPCL, Patiala.	12 month	Rs.1000/- +GST@18% = Rs.1180/-

2. Tender documents shall be issued to contractors & firms who have adequate experience of carrying out similar type of works.
3. The bidders shall submit to this office request for issue of tender specification along with details of the vehicle/vehicles to be provided for hiring i.e. Vehicle No., copy of Registration Book, copy of insurance, copy of permit and experience detail etc.
4. i)The interested contractors/Firms must submit their request for issue of Tender Specifications by **09.06.2023** till 2.00 PM along with cost of tender specification demand draft in favor of AO/Cash, PSPCL, Patiala on any scheduled bank payable at Patiala.
ii) This payment is not refundable in case of firms/contractors who qualified for the issue of tender documents. In case of firms/contractors, who do not prequalify for issue of tender documents, half the amount deposited against cost of tender specification will be refunded.
5. The tender specifications shall be issued to eligible bidders by **09.06.2023** till 2.00 PM. The detail of receipt & opening of tenders in this office are as given below:-
Receipt of Tenders **14.06.2023** upto 11.00 PM.
Opening of Tenders **14.06.2023** at 11.30 PM.
6. Tender of the contractors who do not purchase the tender documents in advance shall not be received.
7. Requests for issue of tender documents received late due to any reason including postal delays or request not carrying information/documents asked vide para 3 or request received through fax, telephone, whatsapp, email or any other electronic means shall be rejected. Conditional requests are also liable to be rejected.
8. Rates quoted in tender should be valid for 120 days.
9. Those bidders who are issued tender specification are to submit their complete tender documents on or before the last date mentioned above along with fixed earnest money Rs. 12,000/- (As per tender documents.) For details on earnest money, tender documents may be referred.
10. Not with standing anything stated above, the competent authority reserves the right to assess the bidder's capabilities and capacity to execute the contract satisfactorily before deciding on issue of tender documents and even afterwards for deciding about awarding the work.
11. In case last date of receipt of request for issue of tender document, receipt and opening of completed tenders happens to be a holiday, the receipt and opening will be carried out by/on the next working day upto/ at the same time.


Sr.Xen/Civil Technical Audit Cell-I,
PSPCL, Patiala

PSPCL TERMS AND CONDITIONS	
Office:	Dy.CE/Civil Technical Audit, PSPCL, Patiala.
Tender Enquiry No.	01/2023-24
Issuing Authority	Sr.Xen/Civil Technical Audit (Cell-I), PSPCL, Patiala.
Address Detail of issuing Authority	Sr.Xen/Civil Technical Audit (Cell-I), PSPCL, Patiala.
Short Description	Hiring of Vehicle Mohindra Bolero/ TUV 300/Xylo or equivalent in price for Sr.Xen/Civil Technical Audit Cell-I, PSPCL, Patiala.
Eligibility Criteria; if any	As per Terms and Conditions.
Date of sale of tender	09.06.2023 upto 2:00 PM
Last date of Bid submission	14.06.2023 upto 11:00 PM
Bid Opening date	14.06.2023 at 11:30 PM
Tender Document cost	Rs.1180/- (Non Refundable)
Payment Mode	Through Demand Draft payable at Patiala.
Payment in favor of	AO/Cash, PSPCL, Patiala, payable at Patiala.
E.M.D	The tenderers shall be required to submit Earnest Money @ Rs. 12,000/- except in case of those tenderers who are specifically exempted as per tender specification.
Tender Document attached:	Complete in all respects as per specification.
Tender Information in detail	<p>CONDITIONS:</p> <ol style="list-style-type: none"> 1. A set of tender documents can be had from the office of undersigned against payment(Non -refundable) by bank draft in favor of AO/Cash, PSPCL, Patiala/ BA-16. 2. The bidders shall submit to this office request for issue of tender specification along with details of the vehicle/vehicles to be provided for hiring i.e. Vehicle No., copy of Registration Book, copy of insurance, copy of permit and experience detail etc. 3. Tenders of contractors/firms who do not purchase the tender documents in advance shall not be accepted at all. 4. All tenders must accompanied by Earnest Money as prescribed in the tender documents except in the case of those tenderers who are specifically exempted there under: 5. Tender received through Fax or email shall not be accepted. 6. The decision of the undersigned to Judge the capability and to issue tender documents will be final and binding. 7. The competent authority reserves the right to reject any or all tenders without assigning any reasons. 8. In case the date of issue/receipt of tender, declared/happens to be a holiday the tender will be issued/received and opened on the next working day at the same time. 9. Tender documents shall be issued to only those tenderers who prima facie meet aforesaid qualifying requirements. However, issue of tender documents shall not automatically construe qualification of the tenderer for the award of work, which shall again be determined during bid evaluation.

OTHER TERMS & CONDITIONS/SPECIFICATIONS

1. **EARNEST MONEY:** The tenders shall be required to deposit Earnest Money of Rs 12000/- in the shape of Demand Draft in favour of "AO CASH, PSPCL PATIALA" *payable* at 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, as required in the NIT/Tender specification. In case of successful tenderer, Earnest Money shall be converted as Security Deposit. Earnest money deposit of unsuccessful tenders will be refunded as per rules after finalizing the tenders. No interest will be paid on the earnest money.

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 service provider 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. At the time of hiring, vehicle must not be more than Four years old.

6. The vehicle shall solely be used for P.S.P.C.L's works during the entire contract period.

7. **RATES:**

- a) Contactor will quote Monthly fixed charges for 1000 km and per KM Charges beyond 1000 KM assuming the base rate of diesel as Rs. 90.25/-.
- 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 service provider 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 here with **(Annexure-A)**. The rates should be quoted in both words and figures.

8. **GOODS AND SERVICE TAX:-**

PSPCL is registered centrally in the state under GSTIN 03AAFCP5120Q1ZC. Deduction of GST Shall be done according to GST Circular No.01/2020 Memo No. 3157/3331/GST-16 Dt. 10/06/2020 of PSPCL Patiala according to which GST @5% shall be deducted from every monthly bill submitted and shall be deposited to Government by PSPCL under Reverse charge mechanism. Further any amendment from Govt. in GST Act in future shall be applicable. GST shall be payable by the service provider and service receiver as per the instructions issued by the Central Govt. from time to time.

9. **PERIOD OF CONTRACT:** 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 future 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.
10. Only light commercial vehicle (L.C.V.) with yellow name plate shall be hired and entry of the same must be in the R.C. If the contractor does not supply yellow number plate vehicle then his security will be forfeited and he will be blacklisted.
11. 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.
12. Vehicles shall be available for use round the clock, for utilization at our offices in Punjab, Chandigarh, Delhi and also for deputation to the neighboring States of Haryana, Himachal Pradesh, Rajasthan and J&K.
13. The vehicles 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.

14. Road tax for the vehicle shall be paid regularly and kept updated by the service provider.
15. Service Provider shall have valid pollution certificate for the vehicles and the same should be available with the driver to be produced on demand.
16. The service Provider shall obtain the passing/fitness certificate and update Registration of vehicle from the concerned authority at his own cost.
17. 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.
18. Cost of vehicle's registration, insurance, Service/repair, road tax. Salary/emoluments/allowances/overtime of the driver or any other charges will be borne by the service provider. Only fixed amount and variable charges for extra running kilo meters, if any, shall be paid by PSPCL.
19. Any halt charges, Penalty including any kind of challan, accident, damages, court case, police case etc. shall be the sole responsibility of the service provider and PSPCL shall not be party such in cases.
20. Vehicle should possess an All India Permit. No liability for interstate permit charges would be borne by PSPCL.
21. Toll Tax/Parking charges etc. wherever paid, shall be reimbursed as per actually subject to the production of its receipts.
22. 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, PSPCL directly or indirectly, shall not be responsible.
23. 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.
24. The seats will be well cushioned and should have fine, neat and clean seat covers and vehicle should have rubber floor mats.

25. DRIVERS:

- i. Efficient & healthy drivers possessing a valid license for running the vehicles should be provided by the tenderer at his own cost.
 - ii. Validity of Driver's license and fitness of driver should be ensured from time to time.
 - iii. Service provider shall ensure mobile facility to the driver at its own cost.
 - iv. The drivers should be well behaved, punctual & polite and under no circumstances, driver of the vehicle be under the influence of any intoxicating drink or drug. The service provider shall be responsible for the conduct of the drivers. In case of any complaint regarding the conduct of the driver, he shall be replaced immediately.
 - v. PSPCL shall have all the rights to discontinue the hiring of vehicle if in the opinion of the officers of the PSPCL the behavior of the driver is found objectionable, and opinion in this regard shall be final and binding on the contractor.
 - vi. The driver of the vehicles should be made available for 24 hours at the destination of vehicle and can be called at any time.
 - vii. 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.
- 26.** 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.
- 27.** The log book of vehicle shall be maintained as the logbooks of PSPCL vehicle are maintained.
- 28.** 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), signature of official/officer performing journey (along with his designation) etc should invariably be made in the vehicle's log book.
- 29.** In case services of service provider are not satisfactory on any account, the contract can be terminated by giving 15 days' notice. Decision of PSPCL will be final and binding on the contractor in this regard.
- 30.** In case of lockdown or any other such type of situation the rate of extra

kilometres will be charged (recovered) for less kilometres run from the monthly minimum kilometres.

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 same Terms & Condition as mentioned in the Policy, then it shall be acceptable.

32. **PAYMENT:**

- a. The payment shall be made on monthly basis on the presentation of the bills alongwith Log Book duly verified and approved by the concerned officer in the succeeding month by concerned "Sr.Xen/Civil, Technical Audit, PSPCL, Patiala." through Cheque/RTGS. No advance payment on any account shall be made.
- b. 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 as Rs 90.25 as on 01.04.2022 shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.
- c. Income tax and other taxes, charges shall be deducted as per prevailing rates while clearing the bills for payment.
- d. Rate of diesel during the month will be decided on average basis of rates of Punjab.
- e. Outstation Night halting Charges from 10.00pm to 06.00am shall be Rs.300/-.

33. **PENALTY:** In case of non-deputing of vehicle on call from the concerned officer or delay in sending the vehicle. Penalty of Rs.1000/- per default shall be leviable. In addition, no payment of that day will be paid.

34. Non-compliance of agreement shall invite forfeiture of the earnest money of the tenderer so deposited with the PSPCL.

35. The successful contractor will have to execute an Agreement with PSPCL on non-judicial stamp paper worth Rs.50/- for faithful execution of the work as per Terms & Conditions of the Work Allotment Order.

36. **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 15days' notice. Decision of PSPCL will be final and binding on the contractor in this regard. EMD, Security & other pending payments shall be forfeited.

37. **ARBITRATION:**

- a) 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 as amended from time to time.

- b) The work under the contract shall be continued during the arbitration proceedings and no payment due or payable by the Corporation shall be withheld on account of such proceedings.

38. 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.

39. All relevant clauses of Works Regulations-1997 & Corporate Transport Policy of PSPCL as amended from time to time shall also be applicable.



Sr.Xen/Civil Technical Audit Cell-I,
PSPCL, Patiala

Schedule of Prices**Annexure-"A"**

Sr.No.	Category	Fixed rate for vehicle with driver per month including 1000 km. journey (in Rs.)	Rate per KM beyond 1000 KM journey (In Rs.)	Outstation Night Halt charges per night (In Rs.)
1.	Hiring of Vehicle Mohindra Bolero/ TUV 300/Xylo or equivalent in price for Sr.Xen/Civil Technical Audit Cell-I, PSPCL, Patiala			


Sr.Xen/Civil Technical Audit Cell-I,
PSPCL, Patiala