



ODISHA HYDRO POWER CORPORATION LTD.  
BALIMELA HYDRO ELECTRIC PROJECT,  
BALIMELA.

TENDER CALL NOTICE NO:7514 DATED.15.12.2012.

*TENDER PAPER FOR HIRING OF 01 NO. OF MAHINDRA BOLERO –XL OR DLX OR HIGHER VERSION (DIESEL) FOR MANAGER(EL.) GENERATION DIVISION, BHEP, BALIMELA FOR 24 MONTHS.(GROUP-4)*

CONTENTS :-	1)	Tender Call Notice.
	2)	Instruction to Tenderers.
	3)	General Terms and Conditions.
	4)	Schedule of Price.
	5)	Annexure-I
	6)	Annexure-II

Sold to : -

M/s. \_\_\_\_\_  
\_\_\_\_\_

PRICE:- Rs. 2100/- (Rupees Two Thousand One Hundred ) only.

Vide M/R. No.

Dtd.

O/O SENIOR GENERAL MANAGER (EL)  
BALIMELA HYDRO ELECTRIC PROJECT, BALIMELA  
AT/PO-BALIMELA, DIST. MALKANGIRI, PIN-764051 (ORISSA)  
PHONE NO. -06861-232581(O)



# **ODISHA HYDRO POWER CORPORATION LIMITED.**

OFFICE OF THE SENIOR GENERAL MANAGER (ELECTRICAL):

BALIMELA HYDRO ELECTRIC PROJECT:

POST: BALIMELA: DIST: MALKANGIRI (ODISHA): PIN: 764 051.

Phones: 06861-232581(0) / 232641(R). FAX – 06861-232541.

E mail- < unit.head\_balimela@yahoo.com >

NO. BHEP: TECH-44 / **7514** /

Date **15.12.2012**

## **TENDER CALL NOTICE**

Sealed tenders in duplicate are invited by the Senior General Manager (Elect.) Balimela Hydro Elect. Project, Balimela At/PO: Balimela Dist: Malkangiri, Orissa, Pin No.764051 from intending vehicle owners/Travel Agencies for hiring of following Nos. of commercially registered new light vehicles on monthly hire basis for a period of 02 years to be engaged at BHEP, Balimela for 24 hours duty as per details mentioned hereunder with the following terms & conditions:

- The contract shall be valid only for a period of **twenty-four months** from the date of deployment of the vehicle. It can however be further extended for another two years, one year at a time after successful completion of each contract period and performance certificate from the concerned Manager (EI). The department reserves the right to terminate the contract at any time during the contract period without assigning any reason thereof.
- The month and year of manufacture of the vehicle must be on or after **01.12.2012**.
- The vehicle should have minimum mileage of 13 Kms/Litre of Diesel. The fuel is to be supplied by OHPC authority.
- 1 (one) Ltr. of Mobil will be provided by OHPC for each 500 Kms run of vehicle.

*The details of above & other terms and conditions can have from the tender specification.*

Group	Vehicle category & quantity	Cost of Tender paper in (Rs)	E.M.D in Rs	Sale of Tender Paper	Last date & time of receipt of Tender	Date & time of opening of Tenders
(1)	01 No. of Maruti Suzuki Swift Desire (diesel) /Tata indigo Manza (new version) (diesel)/ Maruti Suzuki SX-4 (leather) (diesel)/ Ford Fiesta (diesel) for 24 months with all Odisha and Andhra Pradesh Permit for SGM(EI.), BHEP, Balimela.	2000/- + VAT @ 5% = 2100/-.	1% of quoted amount per month X 24	From Dtd.26.12.12 to Dtd.07.01.13 Upto 1.00 P.M.	Up to 4.00 P.M. On Dtd.07.01.13	At 4.15 P.M on Dtd.07.01.13
(2)	01 No. of Tata Indica vista (diesel) /Mahindra Logan (diesel)/ indigo CS (new version) diesel for 24 months for AGM(EI.), BHEP, Balimela.	2000/- + VAT @ 5% = 2100/-.	1% of quoted amount per month X 24	From Dtd.26.12.12 to Dtd.07.01.13 Upto 1.00 P.M.	Up to 4.00 P.M. On Dtd.07.01.13	At 4.30 P.M on Dtd.07.01.13
(3)	01 No. of Mahindra Bolero –XL or DLX or higher version (diesel) for Finance Wing Head, BHEP, Balimela.	2000/- + VAT @ 5% = 2100/-.	1% of quoted amount per month X 24	From Dtd.26.12.12 to Dtd.07.01.13 Upto 1.00 P.M	Up to 4.00 P.M. On Dtd.08.01.13	At 4.30 P.M on Dtd.08.01.13
(4)	01 No. of Mahindra Bolero –XL or DLX or higher version (diesel) for Manager(EI.) Generation Division, BHEP, Balimela.	2000/- + VAT @ 5% = 2100/-.	1% of quoted amount per month X 24	From Dtd.26.12.12 to Dtd.07.01.13 Upto 1.00 P.M	Up to 4.00 P.M. On Dtd.08.01.13	At 4.30 P.M on Dtd.08.01.13
(5)	01 No. of Mahindra Bolero –XL or DLX or higher version (diesel) for Manager(EI.) Utility Division, BHEP, Balimela.	2000/- + VAT @ 5% = 2100/-.	1% of quoted amount per month X 24	From Dtd.26.12.12 to Dtd.07.01.13 Upto 1.00 P.M	Up to 4.00 P.M. On Dtd.08.01.13	At 4.30 P.M on Dtd.08.01.13

If the date of Sale, Receipt & Opening of the tender happens to be a holiday/closed day for office, the next working day will be the corresponding effective date.

The Tenderers having vehicles should furnish the attested true copies of Registration Certificate of vehicle, Income Tax PAN Card and VAT Clearance Certificate in Form No.612 along with the tender, failing which the tender will be liable for rejection.

The tender documents can be obtained both from the office of the Senior General Manager (Elect.) Balimela Hydro Electric Project, Balimela and from the Corporate Office, OHPC Limited, Orissa State Police Housing & Welfare Building, Janapath, Vanivihar Chowk, Bhubaneswar-751022 during office hours in any working day as per the above sale schedule on payment of cost of tender paper( non-refundable) in shape of crossed B.D/Bankers Cheque/Cash in favour of OHPC Limited, Balimela, C.A No.11719603220 of any Nationalized Bank preferable State Bank of India drawn on S.B.I.Orkel Branch (Code No.4853) Balimela. An amount of Rs.100/- shall be charged extra in case the tender document is opted through post. The undersigned will not be held responsible for postal delay.

Intending eligible tenderers may download the specification from our website at [www.ohpc ltd.com](http://www.ohpc ltd.com). In such cases, the tenders should be submitted alongwith the cost of tender paper in shape of Demand Draft drawn in favour of "OHPC Ltd, Balimela" payable at SBI, ORKEL (Code-4853). The D.D. should be made on or before the last date of 'Sale of tender paper', otherwise the tender will be out rightly rejected.

Intending parties those who do not have vehicle readily with them can participate in the tender on deposit of a Security Money of Rs.10,000/- in shape of Banker's Cheque /Bank Draft along with the tender towards purchase of above new vehicles, failing which the tender will be rejected. The said security money will be returned after finalization of tender. If the selected bidder fails to deploy the vehicle within 30 days from the date of issue of order, security deposit of Rs.10,000/- will be forfeited. Tenderers should furnish the attested true copies of I.T.PAN Card, VAT clearance certificate in Form No. 612 along with the tender, failing which the tender will be liable for rejection.

Tenders complete in all respect and accompanied with the requisite amount of EMD will be received in the office of the Senior General Manager (Elect.) Balimela Hydro Elect. Project, Balimela only. The Tender will be opened in the office of the Senior General Manager (Elect.) Balimela Hydro Elect. Project, Balimela Dist: Malkangiri-764051 in presence of the Tenderers of their authorised representatives, if any, available at the time of opening of tender.

Conditional Tender, tender incomplete in any shape an not accompanied with requisite amount of EMD will be liable for rejection. Tenders received through Fax/Telegraph and received after due date will be summarily rejected.

The authority reserves the right to reject any or all tenders without assigning any reason thereof.

**N.B :- The tenderer can participate either any Group or all Groups by Specifying the Group No. & by depositing the requisite amount of tender paper cost.**

Sd/ -  
Senior General Manager (EI),  
Balimela Hydro Electric Project, Balimela.

ODISHA HYDRO POWER CORPORATION LIMITED.

BALIMELA HYDRO ELECTRIC PROJECT:

BALIMELA-764 051 (MALKANGIRI).

**(A) INSTRUCTIONS TO TENDERERS**

- 1) **RECEIPT OF TENDER:** The Senior General Manager (Electrical), Balimela Hydro Electric Project, Balimela-764051, Dist. Malkangiri (Odisha) shall receive the tenders, in duplicate, for **"01 No. of Mahindra Bolero –XL or DLX or higher version (diesel) for Manager (El.) Generation Division, BHEP, Balimela.."** on or before **08.01.2013 till 04.00 P.M.** The date of manufacturing/Registration of vehicle should be as per tender notice.
- 2) **OPENING OF TENDER:** The tenders shall be opened at **04.30 P.M.** on **08.01.2013** in the presence of the Tenderers or their authorized representatives who may be present.
- 3) **SUBMISSION OF TENDER:** Tenders shall be submitted, in duplicate, together with other documents in sealed envelope superscribed on the envelope **"Tender Call Notice Number, the name of the work and the date of opening of the tender on the body of the sealed envelope"**. Conditional & telegraphic tender, tender incomplete in any shape and not accompanied with requisite amount of E.M.D/security deposit (if required as mentioned below) is liable for rejection.
- 4) **RIGHT AND AUTHORITY OF REJECTION :** Tenders received after due date and time will be summarily be rejected. The Senior General Manager (Electrical), Balimela Hydro Electric Project, Balimela , reserves the right to reject any or all the tenders without assigning any reason thereof.
- 5) **VALIDITY OF OFFER :** The offer should be firm and valid for a period of at least 120 days from the date of opening the tender.
- 6) **EARNEST MONEY DEPOSIT :** Tenders should be accompanied with Earnest money deposit of **1 % ( one percent)** of tendered value for 02 (Two) years only for vehicle in the shape of Bank Draft/Bankers' Cheque, payable at State Bank of India, Orkel (Code-4853), AT/Post: Balimela-764051, Dist. Malkangiri, Orissa duly pledged in favour of ORISSA HYDRO POWER CORPORATION LIMITED, BALIMELA. The earnest money deposit will be returned to the unsuccessful tenderers immediately after finalization of the tender and will be returned to successful Tenderer only after satisfactory execution of the order. The E.M.D. of successful tenderer will be forfeited, if the tenderer fails to execute the order.
- 7) **DOCUMENTS:-** The following documents will be required to be produced before the execution of the agreement.
  - (a) Make, Type and year of manufacturer of the vehicle.
  - (b) Attested copy of the R.C.Book.
  - (c) Attested copy of the contract-carriage license.
  - (d) Attested copy of the first party Insurance.
  - (e) Name of the Driver and attested copy of his valid driving license.
  - (a) Passenger carrying capacity of the vehicle.
  - (g) All Orissa Road Permit.
  - (h) Relevant documents of loan, if availed, for purchase of the vehicle.
  - (i) Upto-date Service Tax Registration Certificate & I.T.PAN.
  - (j) Registration certificate and Travel Agency certificate.
- 8) The vehicle against which tender submitted will only be accepted for taking on hire. Subsequent change of vehicle will not be allowed. But in case of any repair of the vehicle, a proper substitute vehicle should be provided for such repair period only.
- 9) The Tenderers shall sign on all pages of the tender document as a token of acceptance of all Terms and Conditions thereof and submit his quotation.
- 10) All correspondences relating to the tender shall be made with the Senior General Manager (El), Balimela Hydro Electric Project, Balimela in the following address.

## **B) GENERAL TERMS AND CONDITIONS:**

- 1) The vehicle will be utilized by Manager (EI) Generation Division, BHEP, Balimela, also the contract agreement will be executed with the Manager (EI) Generation Division, BHEP, Balimela.
- 2) The contract shall be valid for a period of 02 (Two) years from the date of execution of the agreement. It can however be further extended for another two years, one year at a time after successful completion of each contract period and performance certificate from the concerned Manager (EI). The department reserves the right to terminate the contract at any time during the contract period without assigning any reason thereof.
- 3) Only fuel and Engine Oil required as per actual consumption for running of the vehicle shall be supplied by the department on an average run of not less than 13 Kms per liter of Diesel and 500 Kms per liter of Engine Oil. In the event of Non-supply of these items by the Department, the contractor shall supply the same and shall get reimbursed alongwith his monthly hire Bill against production of cash voucher for the same. Other items like change of Engine Oil replacement of spare parts and all maintenance charges etc will be borne by the owner of the vehicle. The contractor can not stop the duty with a plea that, the department did not supplied the fuel or the lubricants in time. The firm have to arrange the required fuel and lubricants from their sources and can reimburse alongwith the monthly hire bill. If any such incidence will come to the knowledge of the undersigned, the agreement with the firm will be cancelled and the security deposite so deposited will be forfeited.
- 4) The date of manufacturing of vehicle should be as per tender notice. It should be kept in good running condition, so as to provide safe and trouble-free journey and to avoid any breakdown enroute. The vehicle is supposed to run on all conditions of roads including village, Kachha Road, Ghat Section road from Balimela Power House to Valve House with Head Quarter at Balimela.
- 5) Any minor maintenance/periodical check-up of the vehicle may be taken-up by the supplier only during idle hours without hampering OHPC work.
- 6) In case of any breakdown maintenance work of the supplied vehicle, a suitable substitute vehicle of similar condition with one suitable driver is to be provided by the owner of the vehicle.
- 7) Payment of all taxes , insurance in respect of the vehicle should be kept up to date. The hired vehicle should have Ist. Party Insurance. If any accident occurs at the time of conveyance, the owner of the vehicle should be liable to pay all the compensation as fixed by the court of law to the persons affected in that accident, OHPC should not have any liability in this regard. The firm have to indentify the same to OHPC Balimela.
- 8) OHPC Limited shall in no way be held responsible for any damage/breakage/theft caused to the hired vehicle on any account during the course of its hire.
- 9) The Driver of the vehicle should be of good health, good conduct, reliable, sober in nature and free from bad habits of any type of intoxication. He must possess valid driving license and an aptitude for safe and steady drive. He must possess all the relevant papers of the vehicle for producing the same before law enforcing authority as and when required. If any complaint will be received against the driver, the driver should be replaced within 24 hours with a new one.
- 10) Driver's salary and his lodging/boarding expenses during the tour from the Head Quarters and while stationed at Head Quarters are to be borne by the Contractor. However, for outstation tour involving night halt an amount of Rs. 180/- towards drivers lodging and boarding charges for each night halt will be given by the Department.

Lodging	-	Rs. 100.00
D.A.	-	Rs. 80.00
Total/Night halt.-		Rs. 180.00 (Rupees One hundred Eighty) only.

For it the Driver has to submit the documents signed by the user.

- 11) The hire charge bill in duplicate along with the original log book of the vehicle duly entered and signed by the Driver and the Officer(s) using the vehicle should be submitted to the Senior General Manager (EI), Balimela Hydro Electric Project, Balimela, through the Manager (EI), in charge of vehicle at the end of each month for release of payment to the Contractor in shape of cheque or Bank Draft after deducting Income Tax as per rule. In case of demand draft, the commission should be borne by the firm.
- 12) In the event of failure to supply the vehicle on any reason and any day during the contract period and failure to provide the substitute vehicle in lieu of that, a penalty amount of Rs. 1000/- (Rupees One thousand) only + proportionate charge of that day subject to maximum amount equal to one month hire charge shall be imposed on the contractor. If the penalty will be more than the one month hire charge bill of the vehicle, then OHPC reserves the right to terminate the contract and if the contract is terminated because of this, then the security deposit already deposited by the firm will be forfeited. Once the agreement is made by the firm to deploy the vehicle, the firm can not withdraw that vehicle without giving any substituted vehicle during the contract period, unless the security deposit deposited by the firm shall be forfeited and the firm shall be black listed.
- 13) An initial security deposit of 5% of the contract amount will be deposited before the execution of the agreement & 5% of the billed amount will be deducted from bill amount in every month shall be furnished by the successful tenderer with the Manager (EI), Generation Division, Balimela by D.D./Bankers cheque in favour of OHPC Ltd. Payable at SBI, Orkel, Balimela (Code No.4853) towards security deposit, which will be refunded to the tenderer after successful completion of the contract period.
- 14) The successful Tenderer have to supply the vehicle within 30 days of issue of the Work Order, unless the order will be treated as cancelled and his EMD will be forfeited.
- 15) The successful tenderer has to execute an agreement on a Non-Judicial stamped paper of worth Rs. 100/- with the Manager (EI) Balimela Generation Division, BHEP, Balimela after receipt of work order and furnishing of security deposit before providing the hire vehicle under the General Terms and conditions stipulated for the purpose.
- 16) The contractor has to furnish a certificate that, he is neither an OHPC staff nor related to any of the OHPC Employees of Balimela Unit.
- 17) In case of any dispute arising either in execution of the contract for providing the hire vehicle or any clauses of agreement/Work Order, the decision of the Senior General Manager (EI), Balimela Hydro Electric Project, Balimela will be final and binding on the Contractor.
- 18) The tender notice will be a part of the tender specification.

Sd/-  
SENIOR GENERAL MANAGER (EI),  
BALIMELA HYDRO ELECTRIC PROJECT, BALIMELA.

**SCHEDULE OF PRICE FOR HIRING OF MAHINDRA BOLERO VEHICLES  
(CLOSED BODY).**

Sl.No.	Description of the works.	Nos. of vehicles to be deployed	Rate per month in Rs.(in Figures & words)	Amount in Rs. (in figure & word)
1)	<u>Monthly Hire charge exclusive of cost of fuel and lubricants.</u> <b>01 No. of Mahindra Bolero -XL or DLX or higher version (diesel) for Manager(EI.) Generation Division for 24 months, BHEP, Balimela (Group-4)</b>	<b>01 No.</b>		

**N.B :-** Before filling up the above table, the tenderer should go through all the terms & conditions of this tender and fill up the form accordingly.

No. of Corrections - Nos.

No. of Overwritings - Nos.

SIGNATURE OF TENDERER

(Name :

(Address:

**ANNEXURE-I**

**DECLARATION FORM**

**TENDER CALL NOTICE NO. 7514 DT. 15.12.2012.**

To

The Senior General Manager (EL)  
Balimela Hydro Electric Project, Balimela  
At/Po-Balimela, Dist-Malkangiri (Orissa) PIN-764051.

**Sub:- 01 No. of Mahindra Bolero –XL or DLX or higher version (diesel) for Manager(EI.) Generation Division for 24 months, BHEP, Balimela.**

Ref:- 1) Your Tender Call Notice No. 7514 Dated, 15.12.2012  
2) Specification No- 04/2012-13.

Sir,

1. Having examined the specification together with Tender conditions referred to therein. I /We the undersigned hereby offer to supply the Diesel Vehicle as per the specification and general terms at the rates entered in the attached contract schedule of prices in the Tender.
2. I/we here by undertake to provide the vehicle on hire within the specified time in the tender.
3. I/we hereby declare that, the documents given under Clause -7 of instruction to tenderer are all correct.
4. I/We certify to have purchased a copy of the specification by remitting cash/Bank Draft vide.....

Signed this ..... day of .....2012-13.

Enclosures:

Yours faithfully,

(Signature of the Tenderer)

Date:

(This form should be duly filled in by the Tenderer and submitted along with the original copy of tender)



**ANNEXURE-II**

**NO RELATION CERTIFICATE**

**This is to certify that I have no relationship with any of the employees serving under OHPC Limited., Odisha in case the above statement is found to be false, I may be debarred from any payment due on account of this Contract.**

**(Signature of the Tenderer.)**

**Date:**