

# ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଡି.



**ODISHA POWER TRANSMISSION CORPORATION LTD.**  
(A Government of Odisha Undertaking)  
CIN: U40102OR2004SGC007553 /GTIN: 21AAACO7873L1Z6  
REGD. OFFICE: JANPATH, BHUBANESWAR – 751 022,  
OFFICE OF THE GENERAL MANAGER, (Elect)  
EHT (O&M) CIRCLE: CHAINPAL, AT/PO: CHAINPAL COLONY,  
PIN-759104, and DIST: ANGUL (ODISHA)  
[E-mail-ehm.cle.chp@optcl.co.in](mailto:E-mail-ehm.cle.chp@optcl.co.in)

TENDER SPECIFICATION NO. CHP-09/2019-2020

**FOR**

SUPPLY OF DIESEL RUN COMMERCIAL REGISTERED LIGHT VEHICLE FOR O/O  
SGM, (O&M) ZONE-II, MERAMUNDALI

<b>SECTION-I-</b>	<b>TENDER NOTICE</b>
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**Sale of tender documents:** From dt- 06.09.2019 (10.00 Hrs)

To dt- 17.09.2019 (01.00 Hrs)

**Last date of submission of tender:** Upto dt- 18.09.2019 (01.30 Hrs)

**Date of opening of Tender:** On dt- 18.09.2019 (03.30 Hrs)

**ISSUED TO,**

M/S.....

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## SECTION-I

# ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଓ.



**ODISHA POWER TRANSMISSION CORPORATION LTD.**

(A Government of ODISHA Under Taking)

Regd. Office: Janpath, Bhubaneswar-751022, Odisha

OFFICE OF THE GENERAL MANAGER: ELECT.

EHT (O&M) CIRCLE: CHAINPAL, AT/PO: CHAINPAL COLONY,

DIST: ANGUL (ODISHA), Pin-759104, [Email-ehm.cle.chp@optcl.co.in](mailto:Email-ehm.cle.chp@optcl.co.in)

CIN:U40102OR2004SGC007553/ GTIN:21AAACO7873L1Z6

### **TENDER NOTICE NO. CHP-09 / 2019-20**

### **NOTICE INVITING TENDER**

For and on behalf of ODISHA POWER TRANSMISSION CORPORATION LTD, General Manager, EHT (O&M) Circle, Chainpal invites Tenders from reputed bidders fulfilling the eligibility criteria and registered in the central excise department and must possess valid goods & service tax registration certificate, for “Supply of Diesel Run Commercial Registered Light vehicle for O/o SGM, (O&M) Zone-II, Meramundali”.

1. *The above Tender is a single-part bidding system in manual paper mode only as per the following details.*

2. *Tender Specification No: CHP-09/2019-20*

Sale of tender documents: From dt- 06.09.2019 (10.00 Hrs)

To dt- 17.09.2019 (01.00 Hrs)

Last date of submission of tender: Upto dt- 18.09.2019 (01.30 Hrs)

Date of opening of Tender: On dt- 18.09.2019 (03.30 Hrs)

**Cost of Tender Spec Document : Rs.2000/ + Rs.240/- (GST@12%)= Rs 2,240/-**

**Earnest Money Deposit: \*Rs. 5,000.00/- (Rupees Five Thousand)**

**\*it is an Fixed amount , not related to estimate.**

The bidders can view the tender documents from website free of cost.

### **ELIGIBILITY FOR SUBMISSION OF BIDS:-**

Bidders should not have any legal suit against OPTCL / GRIDCO Ltd / SLDC are only eligible for submission of Bids. Firms banned / blacklisted for business dealings by any organization are not eligible to participate in the tender. Participation in the tender by suppression of the above facts shall invite penal action, whenever detected.

The bidders must have in possession of following qualifications for participation in tender:-

1. Travel Agencies / Vehicle Owners.
2. GST Registration Certificate.
3. Permanent Account Number (PAN) issued by Income Tax Department.
4. Experience if any (Optional)

The bidders can view the tender documents from website free of cost. The bidders who want to participate in the tender shall have to pay **Rs.2240/- (Rupees Two Thousand Two Hundred Forty Only)** non refundable including GST @ 12%) towards the cost of tender document, in the form of Demand draft only, drawn in favour of EHT (O&M) Circle Chainpal, Payble at UCO Bank, TTPS Branch (In case the D.D made from any other nationalized bank payable at any clearing branch at Talcher/Angul will be allowed, But the bidders have to deposit the collection fee (Bank transaction fee) along with the paper cost. The collection fee & Paper cost is Nonrefundable) and the same is to be submitted to the office of the undersigned on or before the last date & time of Opening of tender. Additional amount of Rs.100/-(One Hundred only) may be paid extra for postal delivery of the tender specification. The undersigned shall not be held responsible for any postal delay.

N.B:- Tender Paper must be purchased from this office only within stipulated period. No other mode like downloaded paper from website will be accepted.

\* NSIC/MSME certificate holders may participate with discount of Paper Cost. But they have to pay EMD @50% as mentioned above. The documents proof regarding NSIC/MSME should be submitted along with the bids, else bid will be rejected.

The station where vehicle will be engaged

Sl. no.	Type of Vehicle	No	For Use	Date of Registration of the Vehicle
1	Mahindra Scorpio/ equivalent	1	O/o SGM, (O&M) Zone-II, Meramundali	On or after 01-01-19 Or New

### TELEPHONES / CONTACTS

1. General Manager: 9438907491
2. TA to General Manager: 9438907324

### 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. Please note that the tenders against this tender enquiry are being invited through **Paper mode (Hard Copy of Tender documents has to submit)**. In case of any clarification the prospective bidders may contact this office as mentioned above.
3. Tender Paper must be purchased from this office only. No other mode like downloaded paper from website will be accepted.

**GENERAL MANAGER  
EHT (O&M) CIRCLE, CHAINPAL**

## **SECTION-II**

### **INSTRUCTION TO BIDDERS**

#### **1. Submission of Bids: -**

- Sealed tenders are invited from registered Travel Agencies /Vehicle Owners having GSTIN & sound financial capabilities with experienced Driver having valid Driving License for engagement of light Vehicles (Diesel Run) having valid all ODISHA route permit
- The bidders shall seal the original bid in an inner and an outer envelope, duly marking the envelopes as “original”.
- The inner and outer envelopes shall :
  - a) be addressed to OPTCL at the following shall :

**OFFICE OF THE GENERAL MANAGER: ELECT.**

**EHT (O&M) CIRCLE: OPTCL, CHAINPAL, AT/PO: CHAINPAL COLONY,**

**DIST: ANGUL (ODISHA), Pin-759104, [Email-ehm.cle.chp@optcl.co.in](mailto:Email-ehm.cle.chp@optcl.co.in)**

- b) Bear the name of the work, Bid reference number, and the date of opening as mentioned in tender notice / cover page.
  - c) Bidder should not write their name or any other information on the body of the sealed envelope. Super scribing any other information on the body of the envelop, Conditional tender, Incomplete tender, Telegraphic / Fax / E-mail (etc.) Tenders & Tenders not accompanied with requisite amount of E.M.D. will be rejected. The authority reserves all rights to reject any, all or part of the Tender, alter/modify the requirement/ delete any part of the tender without assigning any reason thereof.
- The inner envelop shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared “late” or is otherwise unacceptable.
  - If the outer envelope is not sealed and marked as required, OPTCL will assume no responsibility for the bid’s misplacement or premature opening. A bid opened prematurely for this cause will be rejected by this office and returned to the bidder.
  - Bids in any other form and incomplete bids shall be summarily ignored.
  - Bids may be either submitted in person or may be sent by registered post with acknowledgement due, so as to reach within stipulated date and time as mentioned in tender notice / cover page.
  - Bids must be received by the OPTCL at the address specified not later than the time and date specified for receipt of the bids as indicated in the Tender Notice, or as extended by OPTCL.
  - The OPTCL may, at its discretion, extend this deadline for the submission of bids above, in which case all rights and obligations of the OPTCL and bidders previously subject to the deadline will thereafter be subject to the new deadline as extended.
  - The OPTCL will not be liable for any postal delay in delivering the tender when the tenders are sent by post.

#### **2. SCOPE:**

(a) Providing, maintaining and operating Diesel run light commercially registered light vehicles as following on monthly hiring basis @ per day payment basis for a period of one year along with professionally licensed experienced driver to run the vehicle.

(b) The vehicle will engage on daily payment basis for working Days only. No payment will be given in any public holidays & Sunday. If controlling officer or higher authority under this circle may use the vehicle for official purpose on public holidays & Sunday, in such situation the payment will be made on per day rate. It can't be refused by the Travel agent/Owner otherwise necessary action will be made by undersigned.

(c) The vehicle/vehicles proposed to be provided should have been manufactured as in table below.

**N.B:-**

**1) Anybody having GSTIN & Pan Card may participate in the tender process by quoting the price with/without having vehicle. On the event, if the bidder is found to be lowest successful bidder, then he will provide the vehicle within 15days by procured a new one or existing vehicle offered as the case may**

be, else the EMD will be forfeited & may debar from the future tender.

2) In case the bidder offered vehicle not owned by them, then a power of attorney & a agreement copy with vehicle owner will be made in proper format and should valid for at least 13months from the date of opening of bid. Else the bid will be rejected.

3) The ordered vehicle will not be changed within contract period. (Only changed in Accident, burnt, theft, breakdown [non repairable case] with supporting documents).

**3. SUBMISSION & OPENING OF TENDER:-**

The bidder has to submit all the documents as mentioned above. Also the documents must valid on the date of opening of tender should be submitted along with tenders, failing which the tender will be rejected. The bidder or their authorized representatives should produce the original documents for verification at the time of opening of the tender. Those who fail to produce the same and found not to be valid on the date of opening of tender not matching with the Xerox copy submitted by the bidder; their tenders will be out rightly rejected. In case if only one bidder participate in the tender process or nature of urgency of work (decided by this office), then undersigned may consider the case (\*but not mandatory) & he will be given a chance to produce original documents in this office within one week from the date of opening of the tender.

**4. RIGHT & AUTHORITY FOR REJECTION:-** Tenders received after due date and time will be summarily rejected. The General Manager (Electrical), E.H.T. (O&M) Circle, Chainpal reserves the right to reject any or all of the tenders without assigning any reason thereof.

**5. VALIDITY OF OFFER:-** The offer should be firm and valid for a period of at least 18Months from the date of opening of tenders, Unless the tender will be out rightly rejected.

**6. EARNEST MONEY DEPOSIT:-** The tender should be accompanied with Earnest Money Deposit (EMD) either in shape of Bank Draft in favour of EHT (O&M) CIRCLE, CHAINPAL payable at "UCO Bank", TTPS Branch otherwise tender will be out rightly rejected. In case the D.D made any other nationalized bank payable at any clearing branch at Talcher/Angul will be allowed, But the bidders have to deposit the collection fee (Bank transaction fee) along with the EMD. The collection fee is Nonrefundable & It can't be taken into account of EMD deposit. The EMD of the unsuccessful Bidders will be returned after finalization of tender. The EMD of the successful Bidders will be returned only after satisfactory execution of order and signing of the contract agreement and completion of contract period. In case of successful Bidder fails to execute the order satisfying all terms & conditions & scope of work within stipulated date mentioned in the date of order, the Earnest Money Deposit will be forfeited. No interest will be paid on the EMD.

Sl. no.	Type of Vehicle	No	For Use	Date of Registration of the Vehicle	EMD in Rs.
1	Mahindra Scorpio/ equivalent	1	O/o SGM, (O&M) Zone-II, Meramundali	On or after 01-01-19 Or New	5000.00/-

**7. SECURITY DEPOSIT:-** The EMD amount deposited, will be treated as Security Deposit or EMD will be Returned on deposit of requisite Security money if the bid will be considered for contract. No Interest shall be paid to the contractor towards the security deposit so deposited by the Contractor. The security deposit shall be released after expire of Hire period. In case of Non fulfilment of contractual obligation, the said amount will be forfeited.

**8. (A) DOCUMENTS:-**

- i) Registration of Travel agency/ copy of Registration certificate of vehicle issued by RTO in name of the Agency/Owner.
- ii) Service Tax Registration Certificate from the Central Excise Deptt.
- iii) Valid PAN/ TIN.
- iv) Copy of valid State Road permit to run the vehicles within the Odisha.
- v) Copy of the valid First Party Insurance
- vi) Copy of contract carrying certificate/ Taxi permit
- vii) Copy of valid non-pollution certificate.
- viii) Copy of fitness certificate.
- ix) Copy of upto date Tax payment.
- x) Driving license of driver.

**(B)** The following documents will be required at the time of agreement to verify by the Engineer-In-Charge.

- i) Make, type and date of manufacture of the vehicle.
- ii) R.C. Book in Original
- iii) Contract carrying license in Original
- iv) First party insurance of vehicle in Original
- v) Name of the Driver & attested copy of his valid commercial driving license/ badge in Original
- vi) All Odisha permits with documentary proof.
- vii) An undertaking to run the vehicle on all roads of Odisha.

**9.** Corrections, Over-writings and illegibility: Tender with over writing, erased, illegible rates or rates not shown in figures and words in English will be liable for rejection. In case of discrepancy between words and figures noted against each item of the tender and between unit rates and total amount, the decision of the Competent Authority accepting the tender will be final and binding on the bidders. Total of item and grand total of whole tender be clearly written.

Correction in the tender, if un-avoidable, should be made by re-writing with dated initial of the bidder after scoring out wrong entries, clerical and arithmetical mistakes may result in the rejection of the tender.

**10.** The type and Regd. No. of vehicle mentioned in the respective tenders will only be accepted for taking on hire. Subsequent change of vehicle will normally not be allowed.

**11.** The bidder shall sign on all pages of the tender document as a token of acceptance of all terms and conditions thereof and submit his quotations therein.

**12.** The bidder shall quote the rates in the Price Bid of the tender documents. The rates quoted should be including of all taxes and duties but exclusive of Service Tax.

**13.** Request from the bidder in respect of additions alternations, modifications, corrections of either terms or conditions or rates after opening of the tender will not be considered.

**14.** All correspondence relating to the tender shall be made with General Manager(El.),E.H.T. (O&M) Circle, OPTCL, Chainpal.

15. **ADDITION OR DELETION OF SCOPE:-** The Scope of the work/ services may be altered in quantum as per exigencies of work. The Agent shall accordingly provide services as may be required by the Officer- in -Charge on being given a notice of 15 days. Also the undersigned may modify the assigned station for staying of vehicle as per requirement. The vehicle may also assign for all Sub-divisions, Divisions & Offices as per requirement whenever necessary.
16. In case of public strike/ bandh, the Company shall not be liable to make any payment towards retention charges for the period of absence nor will be liable for any other claim.
17. The authority may re fix the head quarters between the headquarters of users.
18. The concerned Divisional Head & Circle Head may also allot the vehicle temporarily for any other work of the organization.
19. The driver should always carry a mobile telephone, (at the cost of the bidder) for communication.
20. **ARBITRATION:-** In the event of any dispute arising out his contract. The same shall be referred for arbitration to the Director (HRD) OPTCL, Bhubaneswar or any arbitrator appointed by the Chairman- Cum- Managing Director, OPTCL after due notice of claim and such appointment and the award of the arbitrator shall be final and binding arbitration and conciliation Act. 1996 shall apply. The venue of arbitration will be Bhubaneswar.
21. **EMPLOYMENT / LIABILITY:-** The Agent/owner shall be solely and exclusively responsible for engaging or employing Drivers. All employees engaged by the agent/owner shall be on his pay roll and paid by him. The company will have no liability what so ever concerning the employees of the Agent or of the owners of the vehicle. The Agent/owner shall indemnify OPTCL against all loss or damage arising out of or in the course of his employing persons or out of his relations with his employees. The Agent/owner shall make regular and full payment of all wages and allowances to its workers/ employees. The Agent/owner shall be directly responsible for any disputes arising between him and his employees and keep the officer-in-charge indemnified against losses, damages or claims arising thereof including any workmen compensation etc.

22. **MAINTENANCE OF SPEEDO METER:-**

It is the responsibility of the owner/agent to maintain the speedometer of the vehicle in proper condition.

In case the speedometer of the vehicles does not function for a specific period, the decision of the Officer – in – Charge shall be final and binding.

The Agent/owner shall arrange to repair / replace the Speed meter within 24 hours of any failure.

23. A Travel Agent/ Owner of Vehicle should purchase one Tender Specification for each Vehicle. A Travel Agent/Owner of Vehicle can't apply for Two or more Vehicles by purchasing one Tender Specification, otherwise the tender will be rejected. Bidder/bidders with one vehicle may not participate with more than one stations, else rejected.

## **SECTION-III**

### **GENERAL TERMS & CONDITIONS**

- 1.** The vehicle will be at the disposal of the concerned Divisions/ Sub-Divisions/Circle/Zone with whom the contract agreement will be executed. The vehicle has to be made available round the clock at the disposal of the user. The driver has to make himself available beyond office hours if called for in any occasion. The vehicle will run on all Odisha Roads as and when desired by the authority.
- 2.** The contract shall be valid only for a period of 12 (Twelve) months from the date of execution of agreement. The department reserves the right also to terminate the contract at any time during the contract period without assigning the reasons thereof. The contract may be further extended for another one or part of year (if the Authority desires) on satisfactory performance of the vehicles.
- 3.** The Fuel (Diesel) and Engine Oil required for the vehicle for department use shall be reimbursed by OPTCL as detailed below. All other expenses like replacement of Gear/Break oil, replacement of spare parts, maintenance charges etc., are to be borne by the Travel Agency/Owner of the vehicle.
  - (i) Engine Oil – One Ltr. on every 750 KM of running.
  - (ii) HSD @ 10 KM/Ltr.
- 4.** The vehicle should be in good condition. The month and year of manufacturing of the vehicle must be on or after as described above. The vehicle is supposed to run on all condition of road including village, Kachha Road, Ghat Roads etc. For this purpose the tyre should always be in good condition. No re-treading tyre will be allowed on front wheels.
- 5.** The successful bidder will submit all the records of the vehicles to the undersigned before Agreement. The Technical Head & field Managers / Sub-Divisional Officer will inspect the vehicles in the office premises before engagement.
- 6.** Normal maintenance kit, firefighting equipment, first aid box and one torch light with four cells should always be made available with each vehicle by the Travel Agency/ Owner.
- 7.** The telephonic communication round the clock with the Travel Agent /Owner/Driver should be ensured, so that they can be contacted at any time. For this they have to intimate the contact phone numbers to the Officer-In-Charge.
- 8.** During the contract period, the vehicle shall be exclusively used by OPTCL as per the direction of Officer-In-Charge or his authorized representative. The agent/Owner cannot refuse to the direction by the Officer-In-Charge or authorized representative to send the vehicle to any place inside the State.
- 9.** The hired vehicle should not be used for the purpose other than the OPTCL works during contract period..
- 10.** In case, any vehicle will be requisitioned for Election duty or Polio duty or any other statutory duty by the Government, the Travel Agency/Owner will supply an equivalent substitute vehicle against the requisitioned vehicle, for which no additional agreement will be required. But the Owner of the vehicle has to intimate about the substitute vehicle in written which should be allowed by the Competent Authority. The vehicle, which goes for above duties, will be under the responsibility of the Travel Agency/Owner only.
- 11.** Agent shall comply with all relevant rules and regulations of Motor Vehicle Act applicable at present and may be enforced time to time.
- 12.** Any minor maintenance/periodical check up of the vehicle may be taken up by the Travel Agency /Owner only during idle hours without hampering the departmental works on mutual discussions & relevant permission.
- 13.** In case of major maintenance work, a suitable substitute vehicle of similar condition with one suitable driver is to be provided by the Travel Agency/Owner after taking due permission from the Competent Authority; unless penalty as per Clause No. 19 will be applicable.
- 14.** Payment of all taxes, insurance in respect of the vehicle should be kept up-to date. The hired vehicle should have first party insurance. If any accident occurs at the time of conveyance the owner

of the vehicle should be liable to pay the compensation as fixed by the court of law to the persons affected due to that accident. OPTCL will have no responsibility in this regard.

**15.** The vehicle will be stationed at the user's place or the place of choice of the Reporting Officer. OPTCL shall in no way responsible for any damage/ breakage/theft caused to the hired vehicle on any account during the course of its hire.

**16.** The Driver of the vehicle should be of good health, good conduct, reliable sober in nature and free from bad habits of any types of intoxication. He must possess valid badge, Driving License (Commercial) and an aptitude for safe and steady drive. He must possess all the relevant papers of the vehicle for producing the same, before the law Enforcing Authority as and when required. In the event of any complain made against the deployed driver, immediate arrangement should be made to replace him with a well-behaved efficient driver.

**17.** The pay, allowances and statutory dues including compensation, insurance, EPF etc. for the driver's will be the responsibility of the Travel Agency/Owner. The lodging & Boarding charges of the driver during the out station tour to be borne by the Travel Agency / Owner.

**18.** The hire charges bill, fuel & Lubricant bill in duplicate along with the copies of log book of the vehicle duly entered and signed by the driver and the Officer(s) using the vehicle should be submitted to the concerned Division in the 1<sup>st</sup> week of succeeding month for release of payment.

**19.** In the event of failure to supply the vehicle on any reason on any day during the contract period and failure to provide the equivalent substitute vehicle in lieu of that, a penalty amount of hired charge per day shall be imposed on the Travel Agency/Owner. If Agency/Owner desires to withdraw the vehicle, he should give one-month notice with sufficient reason to the authority with whom the agreement has been conducted for deployment of vehicle, failing which a penalty amount to one-month hire charge shall be imposed on the Agency/Owner and forfeiture of Security deposit. The event of failure to supply the vehicle on any reason should not be repeated two times in a month & in total three times in one year of contract period, else the contract will be terminated.

**20.** Under unavoidable circumstances if the driver of the Travel Agency/Owner is unable to drive the vehicle or attend duty, in that case a substitute driver is to be provided.

**21.** The successful Travel Agency/Owner has to execute an agreement on a non-judicial stamp paper with the concerned Division after receipt of work order and furnishing security deposit before providing the hired vehicle under our general terms & conditions stipulated for the purpose. The Agency / Owner is also to produce the Original documents as per Clause-8(B) Section-II at the time of agreement.

**22.** In case of any dispute arising either in execution of the contract for providing the hire vehicle or any clause of agreement/ work order, the decision of the Unit Head, will be final and binding on the Agency/ Owner.

**23.** The controlling officer, paying officer & stationed for vehicle (in case of multi Subdivisions) will be declared in the Work Order & all other stations are fixed as described above.

## **SECTION-IV**

### **TECHNICAL SPECIFICATION**

1) Providing, maintaining and operating Diesel run light commercially registered light vehicles as following on monthly hiring basis @ per day payment basis for a period of one year along with professionally licensed experienced driver to run the vehicle.

2) The vehicle will engage on daily payment basis i.e 12hours/day for working Days only. No payment will be given in any public holidays & Sunday. If controlling officer or higher authority under this circle may use the vehicle for official purpose on public holidays & Sunday, in such situation the payment will be made on per day rate.

It can't be refused by the Travel agent/Owner otherwise necessary action will be made by undersigned.

3) The vehicle/vehicles proposed to be provided should have been manufactured as in table below.

#### **Vehicle Details**

<b>Sl. no.</b>	<b>Type of Vehicle</b>	<b>No</b>	<b>For Use</b>	<b>Date of Registration of the Vehicle</b>
1	Mahindra Scorpio/ equivalent	1	O/o SGM, (O&M) Zone-II, Meramundali	On or after 01-01-19 Or New

4) Anybody having GSTIN & Pan Card may participate in the tender process by quoting the price with/without having vehicle. On the event, if the bidder is found to be lowest successful bidder, then he will provide the vehicle within 15days by procured a new one or existing vehicle offered as the case may be, else the EMD will be forfeited & may debar from the future tender.

5) In case the bidder offered vehicle not owned by them, then a power of attorney & a agreement copy with vehicle owner will be made in proper format and should valid for at least 13months from the date of opening of bid. Else the bid will be rejected.

6) The ordered vehicle will not be changed within contract period. (Only changed in Accident, burnt, theft, breakdown [non repairable case] with supporting documents).

## PRICE SHEDULE

### Condition:-

- 1) The required Diesel & Engine oil will be supplied by the vehicle Owner and cost for the same will be reimbursed during submission of monthly bill. No other expenditure will be entertained. Consumption of Diesel should not be less than 10KM/Lr and Engine oil of one liter 750KM run of Vehicles. All the details of Vehicle should furnish as per following tables.
- 2) The bidder having vehicles should fill the vehicle details & submit the documents as proof.
- 3) The bidder without vehicles should fill "New Vehicle" in vehicle details.
- 4) The bidder will fill Table-1, Table-2 & Table-3.

### INFORMATION IN RESPECT OF VEHICLE.

Table-1

Sl. No.	Type of Vehicle	Registration No. of vehicle	Model no. make Registration and date of Registration of the vehicle	Place of Use
				O/o SGM. (O&M) Zone-II, Meramundali

Table-2

Sl. No.	contract carrying certificate/ Taxi permit valid up to	Insurance paid up to	Road tax paid up to	Details of fitness certificate valid up to	Non pollution Certificate valid up to

Table-3

SL No.	Mileage per liter of Diesel	Mileage per liter of Engine oil	charge for duty 12 Hrs. per day in Rs.	Night halt charges in Rs per night (for halt outside the normal Head Quarter) inclusive of all taxes.

Signature of Bidder  
(with Seal )

## **SECTION-V**

The following schedules and Performa are annexed to this specification and contained in Section-III as referred to in the relevant clauses.

1	Declaration form	ANNEXURE-I
2	Bidders information	ANNEXURE-II
3	Documents to accompany Bids	ANNEXURE-III

**Annexure-I**  
**DECLARATION FORM**

**(TO BE SUBMITTED WITH THE TENDER PAPER)**

To  
The General Manager (EI),  
E.H.T. (O&M) Circle,  
OPTCL, Chainpal

Sub: Tender Notice No.

Sir,

Having examined the above tender paper we hereby offer to Supply of One/Two numbers of Diesels run light vehicles complete in all aspects to the rate/s entered as mentioned in our tender enclosed herewith.

1. We certify to have purchased a copy of tender paper remitting Rs.....by Cash/ Bank Draft and this has been acknowledged by you in your Cash receipt/ Bank Draft No..... Dated.....

2. We enclosed herewith EMD in shape of Bank Draft in favour of E.H.T. (O&M) Circle, OPTCL, Chainpal payable at UCO Bank TTPS.

Bank Draft No..... Dt..... .

3. We agree to keep the EMD amount as Security if our bid will consider for contract.

Yours faithfully,

Encl: Tender in duplicate.

Signature of Bidder  
(with Seal )

-

**Annexure-II**

**BIDDER'S INFORMATION**

SL NO	The bidder shall furnish general information in the following format	
NAME OF THE BIDDER		
1	Address:-	
2	City	
3	Pin Code	
4	Contact person's Name :-	
5	Telephone No. office & Residence:-	
6	FAX No:-	
7	EMAIL:-	
9	GSTIN	
10	PAN NO.	

**Place: -**

**Date: -**

**Signature of the Bidder  
with seal of the company**

**Annexure-III**

## **FORM OF DECLARATION /UNDERTAKING**

### **(TO BE SUBMITTED WITH THE TENDER PAPER)**

We have gone through the tender specification and undertake to comply to the following in the event of OPTCL deciding to place orders on us for award of contract.

1. Submit all original documents as per the tender documents for verification.
2. Shall supply the vehicle along with driver for duty at the designated headquarters within 15 days of receipt of order.
3. Shall submit the valid license of the driver for verification.
4. Shall make the driver and vehicle available for duty during normal as well as beyond normal hours as per requirement.
5. The cost of salary and any other statutory dues of driver shall be borne by us and OPTCL shall in no way responsible in the matter of employment or compensation what so ever pertaining to the driver.
6. Shall be responsible for any other compensation arising out of Odisha Motor vehicle act.
7. Shall be responsible for all cost and expenses arising out of running and maintaining the vehicle/vehicles, except hire charges. Cost of reimbursement of fuel and lubricants and night halt charges at places other than the normal headquarters which shall be borne by OPTCL.
8. Shall accept change of headquarters as and when required by OPTCL in the interest of work.
9. The reimbursement of cost of fuel and lubricant shall be @ 1 liter of diesel /13km and 1 liter lubricant /750km or as per the tender whichever less is.
10. Shall provide alternate vehicle of similar model as per the tender under same terms and conditions immediately, in case the original vehicle is not available due to repair or any other reason.
11. Shall supply alternate driver with valid suitable license in the event of non availability of original driver.
12. Shall abide by the penalty and compensation clause of the tender specification.
13. The cost of repair of the vehicle shall be to our account.
14. Shall abide by all other conditions of the tender document.
15. Shall abide by all valid conditions laid out by OPTCL subsequently not included in the present terms & conditions.

Name of the signatory

Signature of the bidder.

Seal

Date