



NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED
(MINI RATNA CATEGORY-I, A GOVT OF INDIA ENTERPRISES)
(Website: www.neepco.co.in ::CIN:U40101ML1976GOI001658)

CONTRACT & PROCUREMENT WING

KOPILI H.E. PLANT:: DIMA HASAO: UMRONGSO – 788931

Website-www.neepco.co.in,

,Fax: 03670-288254/ 288240

NOTICE INVITING TENDER NO. KHEP/C&P/2019-20/325 Dated 6.4.2019

Sealed tenders with minimum 120 Days validity are invited from owners/Suppliers/Transport Agencies/experienced contractors for **Supply of 1 no. new P.N. White WINGER AMBULANCE 32 WB HR AC BS IV** to Kopili Hydro Electric Plant, NEEPCO Ltd. Umrongso as per the scope and terms and conditions of supply.

TERMS AND CONDITIONS:

1. Scope :

Scope of this contract shall include supply of the following vehicle on hire charge basis for Kopili Hydro Electric Plant for a **period of 3(three) years** from the date of placement of the vehicle.

i) New P.N. White WINGER AMBULANCE 32 WB HR AC BS IV = 1 no.

The successful bidder shall place the vehicle within **60 (Sixty) days** from the date of issue of formal order. Initially the vehicle will report to Sr. Manager (HR).

2. Qualifying requirement of bidders

The bidders have to submit the following particulars along with their BID document including all the necessary documents as mentioned below. All the documents should be sealed and signed by the authorized signatory of the bidder.

- Valid work permits/ Firm/Company registration.
- GST Registration certificate.
- PF registration, if any.
- Solvency certificate from any nationalized/Scheduled bank
- PAN (Permanent Account Number) for Income Tax.
- SC/ST/MSME Certificate if applicable.

The above stated requirements are minimum and the Corporation reserves the right to request for any additional information and also reserves the right to reject the proposal of any Bidder, if in the opinion of Corporation the qualification data is incomplete or the bidder is found not qualified to satisfactorily perform the works.

3. Earnest Money Deposit:

EMD for an amount of **Rs.13,000/- (Thirteen thousand) only in the form of Fixed deposit or Bank Draft on any Nationalized Bank, in favour of NEEPCO., payable at SBI, KHEPA, Garampani Branch, P.O. Umrongso (SBI Code-4812)** should be submitted along with the tender. Tenders without EMD shall be summarily rejected.



- 3.1 EMD submitted by successful bidder shall be retained as security deposit towards satisfactory execution of order and EMD amount will be released without any interest only after expiry of the contract period.
- 3.2 EMD of all unsuccessful bidders will be returned only after finalization of the bid.
- 3.3 If the bidder withdraws the bid while it is under consideration, his EMD shall be forfeited along with other action as per norms of the Corporation.
- 3.4 **The bidder registered as Micro/ small Enterprise are exempted from paying applicable bid fee and earnest money deposit subject to submission of valid and relevant document/ certificate. In addition to the above, all other advantages/ benefit as per guidelines of MSMED Act. 2006 shall be extended to the bidders which are registered as Micro, Small or Medium Enterprise.**

4. **Rates:**

- 4.1 **The rate for hire charge shall be quoted for full calendar month basis along with acceptance of terms and conditions of NIT.** The rate is inclusive of all charges, i.e. insurance, registration of vehicle, road tax, repair & maintenance, periodical servicing, salary of driver, EPF contribution of employee (@ 12 % of salary of driver or as per the govt. norms) and any other expenses like accommodation of driver, watch and ward, and other incidental expenses.
- 4.2 For part engagement of the vehicle daily rate will be calculated on prorata basis. The monthly hire charge shall be remaining firm during the entire period of contract, except in case of charge in minimum wage of driver.
- 4.3 **Rate of hiring shall be quoted as per Annexure-I.**
- 4.4 The bid shall be legibly written both figure and words accepting the terms and conditions of the NIT (duly signing the NIT along with offer). In case of any discrepancy between figure and words, the amount indicated in the words will be considered.

5. **Taxes and other Duties.:**

GST or any taxes, if any, imposed by the Government (State/Central) and any other Local Authorities from time to time shall be paid extra on submission of documentary evidence. However, income Tax as applicable will be deducted on the gross bill value of the successful bidder.

6. **Parking & Toll fees:**

Parking charges and toll fees shall be billed and collected from hirer on actual basis.

7. **EPF:**

Employers EPF contribution on the salary of driver @ 12.68 % or as govt. norms will be borne by the Corporation. The employee contribution towards EPF @ 12 % or as govt. norms will be deducted from the contractor's bill if proof of PF registration cannot be submitted by the Successful bidder. The successful bidder is also required to submit details of PF deduction statement at the time of submission of bill. Other statutory tax liability if imposed, amount of imposable will be charged on the Corporation as extra charge.



8. The successful bidder is to ensure payment of wages to the driver commensurate to the rate fixed under the Minimum Wage Act. However during the currency of the contract, if the rate of wage is changed as per the circular/instructions issued by the Authority concerned, the variance will be reimbursed/deducted to/from the monthly bill of the contractor.
9. **Area of Utilization:**
The vehicles will be stationed at KHEP, Umrongso on medical purposes and also be utilized for any official duty both in and outside the Project area but within the North Eastern region as per official requirement.
10. **Mode of engagement:**
The vehicles will be provided by the successful bidders with driver having valid Driving License and Police verification report, who will report to hirer in accordance to the direction given to him from time to time. All the vehicles should be kept in fit condition for plying on the road. In case of break down, the contractor shall have to arrange alternative/ replacement vehicle immediately at his own cost immediately on receipt of intimation from the hirer in order to uninterrupted service.
11. **P.O.L:**
- 11.1 The required POL (Diesel) for running of the vehicle and lubricant/coolant shall be provided by the contractor, as per requirement. The monthly expenditure for supply of POL and lubricant/coolant shall be claimed by the contractor separately along with supporting documents and the same shall be reimbursed by the Corporation.
- 11.2 The POL shall be reimbursed as per the recommendation of the Manufacturer or as per actual KM run to be recommended by the committee as recommended by the HOP.
- 11.3 However, the expenditure of lubricant/coolant shall be reimbursed as per actual requirement stated in the maintenance manual of the vehicle.
12. **Insurance and Registration:**
All the vehicles must have insurance under comprehensive policy to cover all risk and to be renewed from time to time by the owner at his cost. Vehicle with comprehensive insurance policy will be clearly displayed at all times. Copies of the insurance policy as well as registration certificate are to be furnished to the hirer time to time.
13. **Availability:**
All the vehicles shall be available for seven days in a week round the clock as per requirement of work. No extra charges for holidays and Sundays will be entertained.
14. **Maintenance:**
All expenditure of any repairing to be incurred in the vehicle shall be borne by the contractor. However, suitable time will be allowed by the hirer for undertaking such repairs on providing alternative vehicle suitable for carrying patients till repairing is done. The cost of fuel for journey

to the garage and back will have to be borne by the supplier. When the vehicle is sent for repair and not reported back for duty immediately after repair and no substitute vehicle is provided, the days of absence will be considered as not on duty. Accordingly, the hire charge for the absent period shall be recovered on prorated basis from the bill.

15. Absence from Duty and Penalty thereof:

If the Ambulance is taken out of duty for any reason whatsoever and fail to report duty within the time as per instruction of the Officer-in-charge of the vehicle, the contractor will have to pay a penalty equal to 0.5 % of the contract value per day for each day of absence. The penalty will be imposed over and above the fact that no hire charges will be paid for the unauthorized period of absence.

16. Requisition of vehicle:

In case of requisition of the vehicle by the Police or Administration, NEEPCO shall not pay any hire charge for that period nor NEEPCO shall take any responsibility for the vehicle.

17. Accident/Damage claims and liabilities:

In the event of any accident, if any damage is caused while the vehicle is on duty, the Corporation shall not take any responsibility for any loss/ damage and insurance claim thereof and the supplier shall be exclusively responsible for any loss /damages to the vehicle or any person. The contractor shall be solely responsible for any consequences under loss, arising out of any accident caused by the vehicle to the third party/parties and compensation thereof.

18. Outside duty:

In case of night halt on outside KHEP duty by the driver, the lump sum amount of Rs. 400/- (Rupees Four hundred) only per night or as approved amount finalized by the management shall be paid extra in addition to the monthly hire charge rate. The claim for any outstation duty during the month should be raised along with the monthly bill.

19. Payment:

- 19.1 100% payment of the monthly contract value shall be paid on completion of each month of the contract period and against submission of bill.
- 19.2 The successful bidder shall submit the monthly bill in triplicate along with night halt charges for the Driver for outside duty & certified copy of log book.
- 19.3 For utilization of the vehicle for part of the calendar month the hire charge will be on prorated basis based on the monthly hired charge.

20. Discretion:

This contract shall valid for a period of **3(three) years** from the date of placement of the vehicle subject to satisfactory performance. In case performance of the vehicle and driver are not upto to the satisfaction of the hirer and supplier cannot make any arrangement for improving the performance within the reasonable period after it is intimated to the supplier, then the hirer have the authority to terminate the contract giving one months' notice to the supplier.

21. Settlement of dispute and arbitration:

Any dispute is within the Court of Haflong only.

22. Security deposit:

The supplier is required to deposit an amount of Rs **13,000/- (Rupees Thirteen Thousand)** as security deposit in the form of Fixed deposit or Bank Draft on any Nationalized Bank, in favour of NEEPCO., payable at SBI, KHEPA, Garampani Branch, P.O. Umrongso (SBI Code-4812) should be submitted along with the tender. Tender without EMD shall be rejected.

a. EMD submitted by the successful bidder shall be retained as Security Deposit and will be released only after submission of Security cum Performance Guarantee within 7 days from the date of placement of formal order.

b. EMD of the unsuccessful bidders will be returned only after finalization of the bid.

If the bidder withdraws the bid while it is under consideration, his EMD shall be forfeited.

23. Others:

The Ambulance shall be well equipped with all tools and accessories along with a spare tyre, and all the valid documents like Registration certificate, Insurance and driving license & police verification report of the driver and helper etc. shall be available in the vehicle. Driver should produce the same on demand. The Driver must have good unblemished driving record and who can be trusted for performing Ambulance duty. In case the service of the driver is not found to be satisfactory, he shall be replaced by a good driver immediately on receipt of such written complaint from the in-charge under which Ambulance is placed. Any litigation regarding vehicle and driver shall be settled by the supplier at his own risk and cost. The corporation shall in no way be involved in such litigation. No further claim in this regard shall be entertained.

24. Essential Requirement inside the Ambulance:

- 24.1 **2(Two) numbers of Stretcher with belts.**
- 24.2 **3(Three) numbers of seats for patient attendants.**
- 24.3 1(one) number of seat for Doctor or his/her representative.
- 24.4 Oxygen Cylinder stand.
- 24.5 First aid box.
- 24.6 Fan and AC (In Front and Rear AC Vent).
- 24.7 Saline Hook.
- 24.8 Suction apparatus with regulator.
- 24.9 Hood Light.

25. Submission of bid:

25.1 Properly sealed tenders super scribing the name of work should be submitted either personally or by registered post in sealed envelope, addressed to

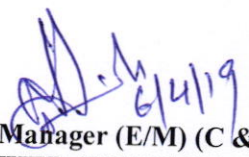
**“The Sr. Manager (E),
Contracts & Procurement Wing,
Kopili Hydro Electric Plant, NEEPCO LTD,
Umrongso, Dima Hasao, Assam, India. PIN: 788931”**

- 25.2 The Bid document should reach on or before **15:00 Hrs (IST)** on **9.05.2019**.
- 25.3 Bids submitted/sent by post must be sent by Registered Post with acknowledgement due/transmitted receipt sufficiently in advance so as to reach the above address by the scheduled date and time. Any bid received after the due date and time of submission, even on account of delay on the part of the postal Authorities, will be rejected. The bidders are therefore requested to ensure in their own interest that their bids are delivered in time. NEEPCO will not be held responsible for delay or loss of documents.
- 25.4 No tender document shall be issued against this NIT. Copy of this NIT should be duly **signed and is to be submitted by the bidder along with the offer.**

26. **E-PAYMENT**

The Successful Bidder/Firm/Company/Consultant shall have to furnish the following information for receiving payments from the Corporation against the work through e-payment system:

1. Name of Beneficiaries:
 2. Name of the Bank:
 3. Branch of the Bank:
 4. IFSC Code of the Branch:
 5. Account No.:
 6. City/Town:
 7. Fax No.:
 8. Telephone No.:
 9. E-mail address:
27. The bids will be opened at the time and date mentioned below in presence of bidder or his authorized representative (if any) of the bidders. No electronic recording device will be permitted during opening of the bids,
- i) **Last Date and Time of receipt of the bids: 15:00 Hrs of 09.05.2019.**
- ii) **Date and time of opening of bids : 15:30 Hrs of 09.05.2019.**
- In the case of any bandh/ holidays on the above mention date, the bid will be received/ opened in the next working day at the same time as indicated above.
28. Bids received later than prescribed time limit shall be disposed off as Corporation norms for late receipt of bids.
29. The Corporation does not bind itself to accept the lowest tender and reserves the right to waive any formality in regard to submission of tender or to reject any or all tenders without assigning any reason thereof in the interest of the corporation.


Sr. Manager (E/M) (C & P)
KHEP: NEEPCO Ltd.,
Umrongso, Dima Hasao, Assam

Schedule of Prices

Name: Supply of 1 no. new P.N. White WINGER AMBULANCE 32 WB HR AC BS IV to Kopili Hydro Electric Plant (KHEP), NEEPCO Ltd. Umrongso, Dima Hasao, Assam.

Sl. No	Description of Item	Unit	Qty.	Rate in Figure (Rs.)	Rate in Words(Rs.)
1	Supply of 1(one) number New P.N. White WINGER AMBULANCE 32 WB HR AC BS IV to Kopili Hydro Electric Plant (KHEP), NEEPCO Ltd. Umrongso, Dima Hasao, Assam on monthly hire charge basis.	Month	36		

- Note: 1. The rate quoted by the bidder shall be **exclusive of GST**, but **Inclusive of all other taxes**. The applicable GST shall be indicated separately.
2. **Bidder should indicate the rates of applicable Taxes and duties that are already in force before the date of opening of bids.** However, in the event of decrease or increase in taxes and duties, and / or imposition of new Taxes and duties, if any, subsequent to opening of bids, these will be recovered /reimbursed at actuals / on production of documentary evidence.

Contractor's Signature with Seal

Full Name:

Address, Email ID with Phone No (Essential for Correspondence)

THANKING YOU FOR YOUR PARTICIPATION