



भारत सरकार  
GOVERNMENT OF INDIA  
भारी उद्योग एवं लोक उद्यम मंत्रालय  
MINISTRY OF HEAVY INDUSTRIES & PUBLIC  
ENTERPRISES  
भारी उद्योग विभाग  
DEPARTMENT OF HEAVY INDUSTRY

उद्योग भवन  
Udyog Bhawan  
नई दिल्ली -110011  
New Delhi-110011

No. 21(31)/2016-NAB/Empanelment/2014

Dated the July, 2016

1st August 2016

TENDER NOTICE

**Subject: Inviting sealed quotations for hiring of Mahindra E-Verito Electric Vehicle(EV) for Deptt. of Heavy Industry (National Automotive Board) Udyog Bhawan, New Delhi-110011.**

Sealed quotations from reputed travel agents and taxi operators are invited for the hiring of **Mahindra E-Verito Electric Vehicle(EV)** staff car for the National Automotive Board, an Autonomous Organization under the administrative control of the Department of Heavy Industry, Government of India, as per following Terms and Conditions:-

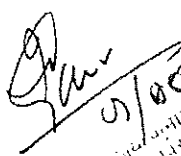
1. Initially there is requirement of one Mahindra E-Verito Electric Vehicle and the number of vehicle can be increased as per the future requirements;
2. The contract will be initially for one year & extendable upto three years but can be terminated at any time without assigning any reason if the services are not found satisfactory;
3. The garage or the stand should be within a radius of 5-6 Kms from Udyog Bhawan;
4. The firm should be registered with the concerned authorities; A copy of the registration certificate should be submitted;
5. The number of vehicle along with the Regn. Number & year of model operated by the firm may be indicated;
6. The vehicle to be provided to this Department should not be more than three years old and should be in good looking and running condition to the satisfaction of the user in the Department;
7. The Department reserves the right to obtain the service from other sources;
8. The approved rates will not be changed during the currency of the contract.

01/08/2016

अनिल कुमार गुप्ता ANIL KUMAR GAUR  
उद्योग भवन/Under Secretary  
भारी उद्योग एवं लोक उद्यम मंत्रालय  
Ministry of Heavy Industries & Public Enterprises  
भारी उद्योग विभाग/Deptt. of Heavy Industry  
उद्योग भवन, नई दिल्ली  
Udyog Bhawan, New Delhi

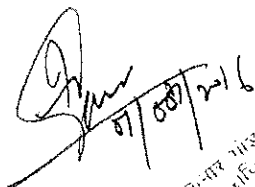
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9. The Department reserves the right to cancel the contract, at any time, without assigning any reason. The service provider will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the firm for services already performed in terms of the contract, the same would be paid to it as per the contract terms. In case of any dispute, the decision of the Department shall be final;
10. The Department shall not be responsible for damages of any kind for any mishap/accident/injury caused to the car(s)/driver(s) while performing the duty for this Department. All liabilities legal or monetary shall be borne by the firm.
11. The firm shall have to comply with the relevant laws and rules issued from time to time relating to the business and pay due taxes to the concerned government agencies. The Department will not be responsible for any lapse on the part of contractor during or after the expiry of the contract;
12. Same vehicle(s) with same driver(s) would be deputed for the regular duties.
13. The drivers should wear proper uniform and be provided with mobile phones at the cost of the contractor. The drivers should have sufficient experience and be well conversant with the routes in Delhi;
14. The car and the driver deployed with an officer will not be changed except with the prior consent of the user officer;
15. The vehicle should be made available to the Department within 30 minutes of the receipt of the call;
16. In the case of breakdown of any vehicle, the agency should be able to provide another vehicle within 30 minutes;
17. If the duty is not attended to, an amount of Rs. 1500/- per duty will be deducted from the subsequent bill of your agency as a penalty;
18. Additional penalty can be imposed if the contractor violates any of the terms & conditions of the contract;
19. The duty slip/log book should be got signed from the user immediately on reporting for duty and also after the close of the duty. No over writing or any cutting in the duty slip will be valid. No payment will be made without the production of the duty slip;
20. The contractor shall provide names, addresses and mobile numbers of the drivers along with their driving license number and copies within one week of the award of the contract.
21. The contractor shall not deploy any driver who has not completed eighteen years of age. The contractor shall comply with all the statutory provisions as laid down under various Labour Laws/Acts/Rules like Minimum Wages, Provident Funds, ESI, Bonus, Gratuity, Contract Labour Act and other Labour Laws/Acts/Rules in force from time to time at his own cost. In case of violation of any such statutory provisions under Labour Laws or any other law applicable by the Contractor, there will not be any liability on the Department.
22. The Department will be under no legal obligation to provide employment to any of the personnel of the contractor during the period of agreement and after expiry of agreement period and the Department recognizes no employer-employee relationship between the Department and the personnel deployed by the contractor/agency.

  
05/09/2016  
Joint Director (Labour) Secretary  
Ministry of Heavy Industries & Public Enterprises  
Govt. of India, Dept. of Heavy Industry  
37/11, Connaught Place, New Delhi

23. Any person who is in Government service or an employee of this Department should not be made partners to the contract by the contractor directly or indirectly in any manner whatsoever.
24. The contractor shall indemnify the Department against all other damages/charges for which the Government/Department may be held liable or pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof. The Department shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor during the course of performing the duties.
25. Vehicles provided to the Department should bear commercial Taxi Cab Registration Numbers & should have been essentially registered in Delhi and also should have comprehensive insurance and Drivers so provided with the vehicles shall have commercial LMV Driving License and Badges. The copy of the registration certificate of Commercial vehicle will be provided by the Contractor before deployment of vehicles.
26. The vehicles should conform to the Pollution norms prescribed, if any, by the Transport Department of Government of NCT of Delhi.
27. The contractor shall provide vehicles as per requirement of the Department including public holidays, Saturdays and Sundays.
28. The vehicle and Driver shall remain available all the time as per Duty Roster and shall not leave place of duty without prior permission.
29. The contractor shall be responsible for total maintenance of the vehicles provided by him.
30. Operation and function of vehicles and Drivers shall be governed by Motor Vehicles Act/Motor Vehicles Rules and Delhi Motor Vehicles Rules and these shall be the responsibility of the contractor.
31. **The mileage as well as time shall be calculated from the initial pick up point of the day. The closing time and mileage shall be the last destination where the official journey ends for the day.**
32. No advance payment will be made.
33. Rate should be quoted for hiring on monthly & Kilometer basis and including all expenditure of taxes.
34. The bills in triplicate should be submitted to the Admn. Section of the Department on monthly basis.
35. Any tax apart from service tax payable to any government agency on the vehicles provided to the Department should be duly paid by your agency;
36. The Department reserves the right to terminate the contract without assigning any reason.
37. The Agency should be willing to take up the contract on the above terms & conditions.

Contd....page4/-

  
07/08/2016  
Sd/-  
AIR. JAGJIT KUMAR GUJRAL  
Secretary  
Ministry of Heavy Industries & Public Enterprises  
STATE MIN. of Heavy Industries  
Udyog Bhawan, New Delhi

2. The tender should be submitted in two sealed covers:

- (i) The first sealed cover should be superscribed "Technical Bid" and should contain:
- (a) Attested copy of the Registration Certificate;
  - (b) Attested copies of EPF and ESI certificates;
  - (c) Agency profile including previous experience with Govt. Deptt;
  - (d) Attested copy of PAN Card;
  - (e) Attested copy of Sales Tax/Service Tax registration certificate;
  - (f) Signed declaration as per **ANNEXURE-I**.
- (ii) The Second sealed envelope superscribed "Financial Bid" should contain only rates which are to be quoted on monthly basis, as per **ANNEXURE-II**. No overwriting or cutting is permitted in the Financial Bid.
- (iii) Both the sealed covers should be placed in the main sealed envelop superscribed "TENDER FOR ELECTRIC VEHICLE". This should be addressed to the Under Secretary(Auto), Department of Heavy Industry, Room No. 387, Udyog Bhavan, New Delhi-110011 and should be submitted by **3.00 PM on 19<sup>th</sup> August, 2016**.

2. Sealed quotations should reach this office positively by **3.00 PM on 19<sup>th</sup> August, 2016**. Any quotation received after due date shall not be accepted. Quotations shall be opened on the same day at **4:30PM in the Room No. 387 of Under Secretary (Auto) in Udyog Bhavan, New Delhi**. The tenderer may depute their representative at the time of opening of the quotation.

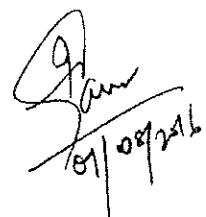
  
(Ajay Kumar Gaur)  
Under Secretary to the Government of India  
Telefax: 011-23061340  
अजय कुमार गौर/AJAY KUMAR GAUR  
अवर सचिव/Under Secretary  
भारी उद्योग एवं लोक उद्योग मंत्रालय  
Ministry of Heavy Industries & Public Enterprises  
भारी उद्योग विभाग/Deptt. of Heavy Industry  
उद्योग भवन, नई दिल्ली  
Udyog Bhawan, New Delhi

To,

Agencies, as per list

Copy forwarded for:

1. Notice Board of DHI, New Delhi.
2. NIC (DHI)- For putting on the website of DHI, please.
3. GA Section (DHI)- For information and wide publicity please.

  
(Ajay Kumar Gaur)  
Under Secretary to the Government of India  
Telefax: 011-23061340  
अजय कुमार गौर/AJAY KUMAR GAUR  
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भारी उद्योग एवं लोक उद्योग मंत्रालय  
Ministry of Heavy Industries & Public Enterprises  
भारी उद्योग विभाग/Deptt. of Heavy Industry  
उद्योग भवन, नई दिल्ली  
Udyog Bhawan, New Delhi

**UNDERTAKING**

1. I,-----Son/Daughter/Wife of Shri/Smt.-----  
-----Proprietor/Director/authorized signatory of  
the agency /firm i.e.-----  
-----, is competent to sign this declaration  
and execute this tender document.
  
2. I have carefully read and understood all the terms & conditions of the tender for  
providing Electric Vehicle (EV) to the National Automotive Board, New Delhi and  
undertake to abide by them.
  
3. The information/documents furnished along with the above application are true and  
authentic to the bests of my knowledge and belief. I/We, am/are well aware of the  
fact that furnishing of any false information/fabricated documents would lead to  
rejection of my/our tender at any stage besides liabilities towards prosecution  
under appropriate law.
  
4. That our agency/firm has not been blacklisted by any organization.

Signature of authorized person

Date:

Full Name:

Place:

Seal:

*[Handwritten Signature]*  
*[Handwritten Date: 07/08/2016]*

Director General  
National Automotive Board  
Ministry of Heavy Industries  
110029 Ghazipur, New Delhi

**FINANCIAL BIDS**

For hiring of Mahindra E-Verito - Electrical Vehicle (EV) on MONTHLY BASIS

PARAMETERS	PLAN
Days	25
Hours	250
Kilometers	2500
Car to be provided	Mahindra E-Verito
<b>Particulars</b>	
	<b>Amount (Rs.)</b>
Rate per Vehicle per month (if Charging facility to be provided by the Deptt. in its compound and payment of electricity usage to be charged to company as per actuals)	
Rate per Vehicle per month (including charging facility by the agency)	
Service Tax, if applicable	
Rates for Additional Hours	
Rate for extra Kms.	
• NOTE: In case the routes have tolls, the same shall be added to the bill	

It is certified that all terms & conditions of the Department of Heavy Industry (NAB) are acceptable to us.


Signature of authorized person

Date:

Full Name:

Place:

Seal:

  
श्री जी. राजेंद्र प्रसाद, अवर सचिव  
भारत खनिको, उद्योगों & पब्लिक सप्लाय  
विभाग, नए दिल्ली  
110 028, भारत