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## TRANSMISSION CORPORATION OF TELANGANA LIMITED

### OFFICE OF THE

### SUPERINTENDING ENGINEER/OMC CIRCLE SANGAREDDY – 500 045.

**Tender No.SE/OMC/SRD/DE(T)/ADE(T)/AE1/D.No.354 / 2017-18, Date: 05.03.2018.**

#### **OPEN TENDER NOTICE**

Sealed Tenders are invited from the contractors to take up the following works at the office of Superintending Engineer/OMC Circle/Sangareddy on works contract basis.

Sl. No.	Specification No.	Name of the work	Cost of tender specification	Bid security to be paid
1.	<b>VT 36 /2017-18</b>	<b>Hiring of 1No. Non A/c Diesel Car for official use of DE/O&amp;M/ Siddipet for the period from 01.04.2018 to 31.03.2019</b>	<b>Rs.590/-</b>	<b>2 % on quoted value</b>

1. Detailed Tender schedule can be downloaded from TSTRANSCO website [www.transco.telangana.gov.in](http://www.transco.telangana.gov.in).
1. The sealed tenders along with EMD and specification cost by way of DD may be dropped in the Tender box kept at the O/o Superintending Engineer/OMC Circle /Sangareddy, TSTRANSCO, GTS Colony, Erragadda,Hyderabad.
2. Last Date and Time for receipt of sealed Tenders is up to **14:00Hrs. on 31.03.2018.**
3. Date and time of opening of tenders at **16:00Hrs. on 31.03.2018.**
4. The specification cost and EMD to be paid in the form of Demand Draft in favour of Superintending Engineer/OMC/Sangareddy payable at Hyderabad. The Specification cost is non refundable.
5. The undersigned reserves the right to reject any or all tenders without assigning any reasons.
6. Tenders should be submitted in a sealed cover duly superscripting the following and the tenders shall be addressed to Superintending Engineer/OMC/Sangareddy.
  - i) Specification No.
  - ii) Name of the Work.
  - iii) All Valid Documents(RC ,Permit ,Insurance etc.,) are provided – Yes / No
  - iv) Details of Bid Security i.e. D.D.No., Date and Name of the bank & Branch
  - v) Details of Specification Cost i.e. D.D.No., Date and Amount
7. The tenders received with out proper superscription on cover will be rejected.

Sd/-  
Superintending Engineer,  
OMC, Sangareddy.

#### **COPY COMMUNICATED TO:-**

The Chief Engineer/Rural Zone /TSTRANSCO/Erragadda/Hyderabad.

#### **Copy to:-**

The Superintending Engineer/OMC Circle/Mahaboobnager.

The Superintending Engineer/OMC Circle/Nalgonda

Notice Board O/o SE/OMC Circle / GTS Colony /Erragadda/Hyderabad

} Requested to  
Display on Notice  
Board

**TRANSMISSION CORPORATION OF TELANGANA LIMITED**



**BID DOCUMENT**

**TENDER SPECIFICATION NO.VT 36 / 2017-18.**

**Hiring of 1No. Non A/c Diesel Car for official use of  
DE/O&M/Siddipet for the period from  
20.08.2017 to 31.03.2018**

**Last date and receipt of sealed tender : Upto 14:00 Hrs on 31.03.2018.  
Opening of tender date and time : at 16:00 Hrs on 31.03.2018.**

TRANSMISSION CORPORATION OF TELANGANA LIMITED

TENDER SPECIFICATION No.: VT 36 /2017-18

SUMMARY SHEET

1.	Name of the work	Hiring of 1No. Non A/c Diesel Car for official use of DE/O&M/Siddipet for the period from 01.04.2018 to 31.03.2019
2.	Officer to whom the sealed tenders shall be submitted	Superintending Engineer/OMC Circle, Sangareddy
3.	Superscription on the Tender Cover	a) Specification No. b) Name of work c) Details of Bid Security i.e. D.D.No., Date,Bank name and branch d) Details of Specification Cost i.e. D.D.No., Date and Amount
4.	Last date and time for receipt of sealed tenders	Up to 14.00 Hrs on 31.03.2018
5.	Date & Time of opening of sealed tenders	at 16.00 Hrs on 31.03.2018
6.	Place of opening	O/o Superintending Engineer/OMC Circle, Sangareddy
7.	Specification Cost	Rs.590/- to be paid in the form of Demand Draft in favour of Superintending Engineer/OMC / Circle, Sangareddy.
8.	Bid Security to be paid along with Tender	2 % on quoted value
9.	Security Deposit to be paid at the Time of entering into Agreement.	5 % of Contract Value.
10.	Period of Contract	01.04.2018 to 31.03.2019

SD/-

SUPERINTENDING ENGINEER  
OMC CIRCLE, SANGAREDDY.

## **TERMS AND CONDITIONS**

**Name of the Work**- Hiring of 1No. Non A/c Diesel Car for official use of  
DE/O&M/Siddipet for the period from 01.04.2018 to 31.03.2019

1. **Period of Contract**:- from **01-04-2018 to 31-03-2019** and renewable for a further period of two more years if required by TSTRANSCO.
2. **Agreement**:- The successful bidder has to enter into Agreement with SE/OMC Circle/Sangareddy for the period i.e., from **01-04-2018 to 31-03-2019**.
3. **Eligibility Criteria**:
  - a. The Bidder should be a reputed agency in the business for the past 2 years atleast.
  - b) The bidder shall enclose list of vehicles available with them along with year of manufacture vehicle wise and to whom they have provided in the past, with list of clients, with hire details.

### **4. FILLING OF SCHEDULE:-**

The tender schedule should be filled properly and signed on all pages and the rates should be quoted for the complete work as shown in the schedule. Total rates should be quoted in the space provided both in figures and words. Partial filling of schedule and incomplete schedules or unsigned schedules will be rejected.

### **5. BID SECURITY:-**

Bid security @ 2 % on quoted value is to be paid in the form of DEMAND DRAFT drawn in favour of SE/OMC CIRCLE/SANGAREDDY payable at Hyderabad should be enclosed to the tender. Tenders not accompanied with the bid security DD will be rejected outrightly and no request will be allowed in this matter. The bid security will be refunded to the unsuccessful tenderer only after the finalization of the tenders. The Bid security of the successful Tenderer will be adjusted towards the Security Deposit.

### **6. SECURITY DEPOSIT :-**

The successful tenderer shall furnish a security deposit equivalent to 5% of the total tender value for proper fulfillment of the contract, else which the EMD will be forfeited. No interest will be paid towards the Security Deposit. The Security Deposit will be released after the completion of the agreement period satisfactorily. The Satisfactory certificate will be issued by the Officer for whom the vehicle is provided. This will not be waived in any case under any circumstances. The Security Deposit will be forfeited if the contractor fails to fulfill the following conditions.

- *If he fails to carry out the work entrusted properly.*
- *If he fails to execute the work to the satisfaction of TSTRANSCO engineers.*

## **7.VALIDITY:-**

- A) The tender shall be valid for 120 days from the date of opening.
- B) TSTRANSCO reserves the right to extend the validity of the tender.

**8. Ownership of the vehicle-**The RC shall be in the name of the agency or its sole proprietor or should have a valid lease agreement during the period of contract.

**9. Cost of the HSD Oil etc-**The cost of HSD oil, lubricants, repair charges, taxes(including Toll tax), labour charges, insurances, and any other incidental expenses in providing/running the vehicle shall be borne by the contractor.

**10.** In case the officer to whom the vehicle is intended is on long leave or transferred and the post is vacant for a period of one month and above, the vehicle shall be discontinued till a regular incumbent assumes charge, and no payment will be made for the period of such discontinuity.

**11.** *The vehicle will be engaged with a mileage of 2500 KMS per month and shall be available round the clock in all days including holidays and festivals.*

## **12. Insurance:**

All vehicles proposed to be supplied to TSTRANSCO should invariably have comprehensive General Insurance policies for the period of contract. TSTRANSCO shall not be responsible for any kind of litigation, whatever, in case of break down, accidents etc. Only the Car supplier or sole proprietor or agency shall be responsible for settlement of any such claims arising out of accidents.

## **13. M.V.Tax & Registration:**

M.V.Tax in respect of all the vehicles proposed to be supplied to TSTRANSCO should invariably be paid for the contract period and they should be reputed as taxis with statewide permit. For any journeys outside T.S., required permission shall be obtained by the contractor and TSTRANSCO will reimburse the same at actual on production of receipt from RTA. All the vehicles shall have valid pollution under control certificate issued by RTA or authorized agency and must be renewed as and when falls due during the period of contract.

All statutory documents such as fitness ,RC ,Insurance ,Permit , Pollution certificate etc., are to be renewed in time during agreement period by vendor at his/her own cost and TSTRANSCO will not reimburse them.

## **14. Drivers:-**

The drivers of the cars/Jeeps/Vans shall be covered under a Group Insurance Policy. All the drivers of the vehicles should possess valid L.V. Driver's (Professional) license. It is preferred that the same driver and vehicle serve each officer continuously. Frequent changes causing inconvenience to the officers may entail cancellation of the hiring of the vehicle and the additional cost in hiring alternate vehicle shall be to the account of the contractor. The driver engaged shall be well dressed and well mannered and should conduct himself in a respectable manner and he shall be provided with identity Card issued by the Agency to be displayed at all times on duty.

The agency is responsible for obtaining licenses under the contract labour (Regulation and Abolition) Act, 1970. In case the provisions of the Act have no application to the agency it is his responsibility to obtain " Not Applicable" Certificate from the appropriate Authority.

## **15. Model of Vehicles & Transportation of men and material**

Non AC Diesel Car of March-2009 and later model having valid Fitness Certificate issued by the Road Transport Authority to run for a distance of 2500 KM / Month must be kept available round the clock for transportation of Men, Material, T&P etc. The vehicle should fulfill all conditions of RTA like Vehicle Tax, Insurance Road Worthiness, etc. and should have permit for carrying people. The Vehicle should also have Road Permit to move any where within the State of Telangana. Trip Sheet book movement of the van giving particulars of date/ time, distance in Km and particulars of the journey performed shall be maintained by the successful tenderer. This shall be signed by the concerned ADE/AE of TSTRANSCO.

## **16. Inspection:**

All the vehicles should be put up for inspection along with the original documents like RC (Registration Certificate), insurance policy, taxi permit, Valid pollution under control certificate etc. to the inspecting officer authorized by TSTRANSCO as and when requisitioned. The successful bidder shall make the vehicles available for inspection before actually providing the same to TSTRANSCO officer. Vehicles not conforming to this specification will be rejected.

## **17. Break down of the Vehicle:**

In case of vehicle breakdown the supplier should provide a replacement of vehicle in good running condition within 1 hour of receiving such report. The supplier should maintain some other vehicle of the same standards to meet such emergencies. In the event of contractor's failure to do so, the TSTRANSCO may hire an alternate vehicle at the cost of the contractor besides imposing penalty at the rate of Rs.1000/- per day.

## **18. Reckoning of Kms and Time:**

The reckoning of KM's will be counted from the Head quarters or from the Garage of the agency (whichever distance is less) to the designated place by the officer using the vehicle. The reckoning of hours will be from the time of reporting to the designated place and to the time of release by the officer.

## **19. Prices:**

The rates quoted shall be firm.

- a. Lump sum hire charges for 2500 KMs per month with round the clock during all days in a month inclusive of holidays and festivals and inclusive of the cost of HSD oil, lubricants, repairs, driver's salary, driver batta and all incidental charges like insurance, M.V.Tax etc. Payment will not be made for extra Kms, extra hours, night halts.
- b. Toll gate charges will be reimbursed as per actual ( on submission of payment receipt )
- c. TSTRANSCO shall not be liable for payment of any penalties claimed by concerned authorities for all offences punishable under law.
- d. The Van should be insured preferably under "Comprehensive Insurance" if insured under "Act only policy", in which case, it shall be total responsibility of the successful tenderer to indemnify the corporation against any loss or damage caused either to the occupants of the Van including driver or to the third party due to either rash driving of the driver or any other untoward incidents out of his control. The corporation will not be responsible for any tax dues or loans or debts of the successful tenderer on the vehicle and there shall not be any involvement of the Corporation, in such cases.

- e. The vehicle will be required to go on trips, generally, to any of the towns and villages in the Districts covered in the entire state of Telangana in case of exigencies.
- f. The rate quoted in the schedule shall include cost of Fuel, Lubricants, Insurances, Taxes, Driver wages, Repair / Replacement charges, etc., everything complete including the accommodation and boarding charges to the Driver.
- g. The driver should possess valid driving license issued by the competent authority which he has to exhibit whenever asked for.

**20. Payment terms:**

- a) *The prices agreed shall be firm.*
- b) 100% payment will be generally arranged monthly within reasonable time after submission of bill in duplicate along with the approved Trip Sheet.
- c) Income tax will be deducted as applicable on the date of payment.
- d) The paying officer is SUPERINTENDING ENGINEER/OMC CIRCLE/SANGAREDDY
- e) No interest will be paid if the payments are delayed due to whatever reasons it might be.
- f) The monthly bills shall be sent to Superintending Engineer/OMC Circle/Sangareddy/G.T.S. Colony/Erragadda/Hyderabad.
- g) Bank commission charges shall be to the contractors account.
- h) Exchange commission for issue of Bank Drafts will have to be on the account of the contractor.
- i) Whenever it is found that the tenderer has received any excess payment by mistake or if any amounts are due to TSTRANSCO due to any reason and when it is not possible to recover such amounts TSTRANSCO reserves the right to collect the same from any other amounts and bank guarantee/bid security/ Performance security/ EMD given by the tendered due to or with TSTRANSCO.

**21. Penalty for Absence /Breakdown of the Vehicle:** If the contractor fails to provide the vehicle on any day or in case of vehicle breakdown, the contractor shall provide a replacement of vehicle in good running condition within one hour of receiving such report. The contractor should maintain spare vehicle of the same standards to meet such emergencies. In the event of contractor's failure to do so, the TSTRANSCO may hire an alternate vehicle, at the cost of the tenders besides imposing penalty at the rate of Rs. 1000/- per day.

**22.** The Owner/Manager of the Agency providing vehicles to the field officers shall not be related to any of the employees and Officers/Directors of TSTRANSCO/ DISCOMS/APGENCO. An undertaking to this effect should be furnished by the contractor.

**23.** The TSTRANSCO will not be held responsible for any Taxes, dues, Loans or debts on the vehicle belonging to the contractor and the contractor should ensure no involvement of the TSTRANSCO on such accounts.

24. Under any circumstances the TSTRANSCO is not responsible for any repairs, damages and accidents connected with the vehicle.
25. The hiring contract can be terminated without assigning any reason for un-satisfactory performance on the part of the traveling agency
26. The Contractor has to comply with R.T.A. Rules and rules of other agencies like Police, Labour rules etc., and should be in possession of necessary permission, License etc., to the Vehicle on hire.
27. The duty slip should be maintained and be available with driver for obtaining the TSTRANSCO officials' signatures for the trips made.
28. The driver with the vehicle has to report to the concerned officer with in specified time as required/directed every day including holidays.
29. The contractor should implement minimum wages act for persons engaged by him for providing the vehicle to TSTRANSCO on hire basis.
30. The Contractor should give two month prior intimation to TSTRANSCO, if the contractor wants to withdraw the vehicle within the agreement period Or else the Security Deposit will be forfeited.
31. The bills should be submitted to the officer to whom the vehicle is intended.
32. The Vehicle should display Yellow number plate.
33. Any disputes arising out of this contract have to be settled in the Hon'ble Courts of Jurisdiction situated in Twin cities of Hyderabad and Secunderabad only.
34. If the vehicle is withdrawn permanently without fulfilling the conditions of agreement causing inconvenience, action will be taken to forfeit the Security Deposit.

**35. Liability:**

TSTRANSCO shall not be responsible for any liability or damages suffered by the tenderer of the vehicle entrusted on hire or its driver during the course of the hire period, any out of but not restricted to, accidents, demonstrations, riots, natural calamities, strikes, fire, etc.

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SUPERINTENDING ENGINEER,  
OMC CIRCLE::SANGAREDDY.



## SCHEDULE

**Name of the Work:** Hiring of 1No. Non A/c Diesel Car for official use of  
DE/O&M/Siddipet for the period from 01.04.2018 to 31.03.2018

**Period of Contract:** 01.04.2018 to 31.03.2019

SL.No	Description	Rate per month in Rupees
1	Fixed Lumsum Hire charges per month per 1No. Non Ac Disel Car for 2500 KMs Run/ Month including Driver Salary, Driver Batta, Fuel charges, Insurance, M.V.Tax and other charges, with round the clock availability in all days including holidays and Sundays. Extra KMs and extra Hrs shall not be permitted. (Model : )	In words ( Rupees )

**1. Toll Gate Charges Will be reimbursed as per Actuals on proof of payment**

- Sd -

SUPERINTENDING ENGINEER  
OMC CIRCLE::SANGAREDDY.

- \* As per Lr No.CE/Tr/SE(Tr)/DE(L&CC)/ADE-3/F.Manning/D.No.262/17 Dt: 06.09.2017
- \* Non AC Diesel Car hire charges/Month shall not exceed Rs. 28,800/- upto 5 yrs old and Rs.28,200/- for 5 to 10 yrs.