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Head, Refuelling Technology Division
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Bhabha Atomic Research Centre

Trombay
-85

Reactor Design & Development Group
Refueling Technology Division

Mumbai 400 085

Ref: BARC/RTD/SR/2019/ OPA/ 91689

May 14, 2019.

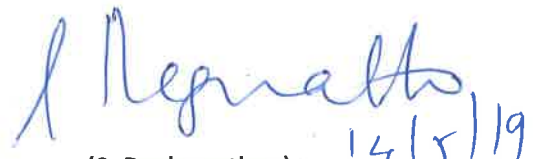
NOTICE INVITING TENDER

Sub: Calling Quotations for providing Utility Vehicle with driver for ICS Gamma Field Site BARC

- 1) Sealed Tenders are invited for and on behalf of the President of India by Head, Refuelling Technology Division (RTD), Bhabha Atomic Research Centre, Trombay, Mumbai – 400085 from reputed Contractors who are fulfilling eligibility criteria for “Providing Utility vehicle with Driver” on hiring basis for a period of 1 year as per details below:

Sr. No.	Tender No.	User Division	Vehicle (Make & Model)	Year of initial Registration	Kms. per Month
1.	BARC/RTD/SR/2019/ OPA/ 91689	Refuelling Technology Division (RTD), BARC	Utility vehicle	2016 or later	1600

- 2) The prospective Tenderer may contact over telephone nos. 25591535 / 25591596 / 25595467. Tender Document shall be sent by **Speed Post only**, and well before the last date of submission to ensure the receipt of their Tender to the addressee in time.
- 3) Tender may be submitted in a sealed cover super scribed as ‘Tender No : BARC/RTD/SR/2019/ OPA/ 91689’, Tender for ‘Providing Non-AC Light Vehicle (Utility vehicle) with Driver on hiring basis’ addressed to *Head, Refuelling Technology Division, Bhabha Atomic Research Centre, Trombay, Mumbai – 400 085* on or before **24-05-2019 up to 18:00 Hrs.**
- 4) BARC reserves the rights to reject any or all tenders in part or full without assigning any reasons, whatsoever.


(S. Raghunathan) 14/5/19

Head, Refuelling Technology Division
For & on behalf of President of India
एस. रघुनाथन/S. RAGHUNATHAN
अधीक्ष, पुनः ईंधन प्रौद्योगिकी विभाग
Head, Refuelling Technology Division,
भाषा संशोधन अनुसंधान केंद्र,
Bhabha Atomic Research Centre,
भारत सरकार / Government of India
दुबई, मुंबई-400 085.
B.A.R.C., Trombay, Mumbai-400 085.

Government of India
BHABHA ATOMIC RESEARCH CENTRE
REFUELLING TECHNOLOGY DIVISION

**TENDER DOCUMENT FOR “PROVIDING UTILITY VEHICLE WITH
DRIVER ON HIRING BASIS” FOR ICS GAMMA FIELD SITE, BARC,
TROMBAY, MUMBAI – 400 085**

TENDER NO.

BARC/RTD/SR/2019/OPA | 91689

DESCRIPTION / SCOPE OF WORK :

- 1) The contractor has to provide the Non AC light Vehicle as specified above with **Driver** for maximum run of **1600 kms** per month / **6 days** a week (Monday to Saturday) for **10.00 hrs to 20.00 hrs**.
- 2) The vehicle as specified above should be of **year 2016 or later** (BS-IV norms).
- 3) Hired Vehicle should be free from all sorts of defects and will be subjected to inspection by a representative of BARC.
- 4) The contractor shall provide details of minimum **Two/Three drivers** for Security Clearance in BARC.
- 5) The Vehicle shall be used by RTD Engineers and departmental Staff only.
- 6) The Vehicle should be kept free on Sundays and necessary maintenance may be undertaken.
- 7) The hired Vehicle shall be used to visit various Divisions / sites of BARC, spread over inside BARC.

Terms and conditions :-

- 1) The period of contract shall be for **1 year starting from the date of providing the vehicle along with driver**.
- 2) The period of contract may be extended for one more year or part thereof after completion of first year. And the consent of service provider shall be included in the offer letter.
- 3) The vehicle specified above should be of initial registration in the **year 2016 or later** (BS-IV norms).
- 4) **Rates may be quoted for running a minimum distance of 1600 Kms. per month with respect to the vehicle as specified above.**
- 5) The accumulation of unused kilometers shall be considered and utilized in the successive months; however the accumulation of unused kilometers shall expire with the expiry of contract period.
- 6) The actual usage shall be reckoned from the North Gate of BARC, Trombay, Mumbai – 400085.
- 7) The vehicle shall be maintained in good running condition with good upholstery, fitness, good tyres and shall commensurate with the image of BARC. The tyres of the vehicles shall be replaced periodically and always with brand new tyres and not retreaded ones.
- 8) The vehicle should be free from all sorts of defects and will be subjected to inspection by a representative of BARC whose decision is final and binding as regards suitability of that particular vehicle.

- 9) The vehicle should be provided with a board "**ON GOVERNMENT OF INDIA DUTY**". The contractor should preferably have two vehicles of similar type as specified above so that in case of break-down of first vehicle he should temporarily provide second vehicle as replacement.
- 10) The cost of Fuel/ Oil/ Lubricant, maintenance of vehicles, wages of driver/s, all taxes, comprehensive insurance etc. shall be payable by contractor and BARC shall have **no liability other than monthly charges towards usage of the vehicle.**
- 11) You are required to submit to Head, RTD BARC copies of the following documents at the time of commencement of the contract.
 - a. Registration Certificate of the vehicle/s.
 - b. Driving License of the driver/s.
 - c. Valid Police Verification Certificate (PVC) in respect of the driver/s.
 - d. Name, Address and Telephone No. of the driver/s.
 - e. Comprehensive Insurance Policy and Road Tax receipts of the vehicle/s.
- 12) The driver's of the vehicle shall maintain Log Book supplied by BARC and is required to obtain the signature of the user whenever the vehicle is used.
- 13) You are required to deploy same vehicle on day-to-day basis.
- 14) **No revision of price shall be entertained during the period of contract.**
- 15) In the event of breakdown of vehicle, alternative vehicle should be provided immediately.
- 16) In case of failure to provide alternative vehicle within 2 hours, this centre would hire a vehicle on daily basis and the expenditure would be debited to your account besides imposing penalty of **Rs.500/- per day.**
- 17) In case of absence of vehicle even for a day, proportionate payment towards a day will be deducted from monthly bill besides imposing a penalty of **Rs. 500/- per day.**
- 18) **The charges for extra kms. over and above 1600 kms. is fixed to Rs.10.00 (Rupees Ten only) per km.**
- 19) No subletting of contract shall be entertained by BARC.
- 20) You are required to insure the vehicle and also follow other guidelines as stipulated in Motor Vehicles Act, 1988 as amended from time to time.
- 21) Since the Officers of RTD /BARC are expected to use the vehicle on 6 days a week, the vehicle shall be kept free on Sundays and necessary maintenance may be undertaken.
- 22) "Income Tax at Source" as per the rates applicable will be deducted and remitted to IT Department. You are therefore required to furnish Firm's PAN details.
- 23) You may submit the Invoice/ Bill for the previous month by 1st of the succeeding month which would be scrutinized with reference to Log Book and payment released within a reasonable time. You should provide Bank Accounts details (Name of the Bank, Bank Account No., IFS Code, and Branch Code) of the Firm along with the Invoice/Bill. Reimbursement of Service Tax at actual is on submission of proof of remittance of Service Tax.

- 24) The undersigned is at liberty to terminate the contract even during the contract period by giving a notice of **30 days**. However, you are required to give a **3 month's notice** for terminating the contract from your side.
- 25) BARC reserves the right to reject any or all quotations in part or full without assigning any reasons.
- 26) You shall quote the rates in the format given (*Annexure- II*) in the tender document both in figures as well as in words. Your sealed quotation in your letterhead may be sent to the following address preferably by speed post so as to reach on or before **24th May 2019 by 18:00 hrs.**


**Head, Refuelling Technology Division,
RTD office, Engg. Hall No-7,
BARC, Trombay, Mumbai – 400 085.**

The quotation received by fax / email will not be considered.

- 27) You may invariably telephone to us on 25591596 / 25591535 and confirm receipt of your quotation by us on or before **24th May 2019** (before 18:00 hrs). The quotation will be opened at 15:00 hrs. on **27th May 2019** by Accounts Division (GSS), BARC, Mumbai.
- 28) Change if any, in the office of Firm/ Company address after award of Contract may be intimated to Head, Refuelling Technology Division, BARC, Trombay, Mumbai - 85.
- 29) Security vetting of the Firm/Company will be carried out by this Centre. Adverse remarks, if any, found during the Security vetting shall liable to terminate the Contract immediately.
- 30) Interchange of Drivers with other Contractors without valid permission shall be liable to termination of the Contract, immediately.
- 31) The Contractor should have one spare driver having valid PVC (Police Verification Certificate) for replacement in case of emergency, sickness etc. of the regular Driver/s.
- 32) Contractor shall complete all the formalities regarding security clearances for entering BARC premises as per the issued guidelines. Non availability of vehicle with effect from the date of PO may result in imposing the penalty clause.
- 33) Music system and media storage devices like Pen Drives, CDs installed, if any, will be subjected to Security check at BARC Gates and even inside BARC at any time. **No music system /CD /Pen drive / media storage device /electronic or Computer item /mobile phone /camera etc. should be brought or used inside BARC.**
- 34) **CONFIDENTIALITY**
- a. No party shall disclose any information to any third party concerning the matters under this contract generally. In particular, any information identified as "Proprietary" in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior written consent of the original disclosing party.
- b. This clause shall apply to the sub-contractors, consultants, advisors or the employees engaged by a party with equal force.
- c. 'Restricted information' categorized under Section 18 of the Atomic Energy Act 1962 and 'Official Secrets' under Section 5 of the Official Secrets Act 1923.

- d. Any Contravention of the above-mentioned provisions by Contractor, Sub-contractor, Consultants, Adviser or the employees of a Contractor will invite penal consequences under the aforesaid legislation.
- 35) **Prohibition against use of BARC's name without permission for publicity purposes:-**
The Contractor or sub-contractor, consultant, advisor or the employees engaged by the Contractor shall not use BARC's name for any publicity purpose through any public media like press, radio, TV or internet without the prior written approval of BARC.
- 36) **BARC's Rights:-** BARC reserves the right for the following:-
- Rejection of the offer without assigning any reason whatsoever.
 - Rejection of offer, if found that incomplete/ false information has been provided with the Tender document.
 - To Review the services performed by the Contractor and to ask for any clarification. Changes/modifications, if any, shall be carried out on mutually discussion and agreed upon between BARC and Contractor. It shall be incorporated by the Contractor in the work without any dilution of the responsibility of the Contractor.
- 37) **Serving of notices:-** Any notice(s) by the parties, shall be deemed to have been given if served personally or by registered letter. The address of BARC for serving notices is: Head, RTD, BARC, Trombay, Mumbai – 400 085.
- 38) Contractor shall submit the '*Declaration*' in the enclosed form (*Annexure-I*) along with Tender.
- 39) **Earnest Money Deposit(EMD) :**
- The prospective Tenderer/s shall submit an amount of **Rs.4,800/-** (Rupees Four thousand Eight hundred only) as ***Earnest Money Deposit (EMD)*** along with Tender document vide ***Demand Draft*** drawn in favor of '**Pay & Accounts Officer, BARC**' payable at Mumbai, which will be adjusted against the ***Security Deposit (SD)*** on award of contract.
 - EMD of unsuccessful Tenderer will be returned within **one month** from the date of award of contract. EMD shall not bear any Interest.
 - EMD shall be liable for forfeiture in case Contractor fails to submit prescribed '***Performance Bank Guarantee***' within the prescribed time limit on award of contract and commencement of the Contract on acceptance.
- 40) **Security Deposit (SD) :**
- The security deposit i.e. **10% of the each contracted value** will be collected in **two parts**. Security Deposit shall not bear any Interest.
- The Contractor on acceptance of '***Letter of Intent***', shall within 15 days arrange to pay an amount equal to **50% of Security Deposit** vide Demand Draft drawn in favour of '**Pay & Accounts Officer, BARC**' payable at Mumbai.

- b) Rest of 50% Security Deposit to be submitted in the form of '**Performance Bank Guarantee**', in the prescribed format, on or before the commencement of the Contract.
- c) On successful completion of contract, the Security Deposit will be refunded within **90 days** of the completion of contract and on receipt of final clearance of all dues and statutory obligations.
- d) The Security Deposit shall be liable for forfeiture in case of premature termination of Contract by the Contract without giving due notice and / or in other cases termination of contract by BARC for any reason amounting to breach of contract by the Contractor or any other grave misconduct.


14/5/19

(S. Raghunathan)

**Head, Refuelling Technology Division
(For & on behalf of President of India)**

एस. रघुनाथन/S. RAGHUNATHAN
अध्यक्ष, पुनः ईंधन प्रणाली प्रौद्योगिकी प्रभाग
Head, Refueling Technology Division,
भाभा परमाणु अनुसंधान केन्द्र,
Bhabha Atomic Research Centre,
भारत सरकार / Government of India
ट्राम्बे, मुंबई-400 085.
B.A.R.C., Trombay, Mumbai-400 085.

DECLARATION

I/We hereby declare that I/We have read, noted and accepted all the terms and conditions of the tender document. The information furnished with this tender is true to the best of my/our knowledge. Any wrong information found on my/our part at any stage shall be liable for rejection/termination of my/our tender / contract, if awarded to me/us and cancellation of Work Order.

Signature of Tenderer :

Name of the Signatory :

Capacity in which signed :

**Stamp of the Individual Firm :
or company**

Date :

Place :

Quotation for hiring Utility vehicle with Driver

Sl. No.	Tender No.	User Division	Make of Vehicle	Year of initial registration (2017 or later)	Kms running for one month	Services required (days & time)	Movement (To ply)	Rate for one month		Remarks
								(Rupees)	(In words)	
1	2.	3	4	5	6	7	8	9	10	11
1.	BARC/RTD/SR /2019/098/ 91689	RTD, BARC			1600 kms	06 days in a week (10.00 hrs to 20.00 hrs) Monday to Saturday	Inside BARC, Trombay	Rs.	(Rupees)	

Note: The rates offered shall include Petrol, Oil, Lubricant (POL), Permit, Insurance, Maintenance Charges, Driver/s wages (excluding G.S.T.)

Signature of Tenderer

Name of the Signatory

Capacity in which signed

Stamp of the Individual Firm or company

Date:

ANNEXURE -III

TECHNICAL DETAILS

1	Name & Address of the Tenderer, Organization / Agency with phone number, fax number, e-mail etc.	:			
2	Name and designation of contact person with telephone / mobile number etc.	:			
3	Details of Vehicles	:	Please see Annexure III (A)		
4	Income Tax (IT) returns of Firm / Company for the financial year (Copies attached)	:	2016 – 17 (Please tick)		2017 – 18 (Please tick)
5	PAN NO. of Firm / Company	:			
6	GST No.	:			
7	Acceptance of Terms & Conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender.	:	Yes / No		
8	Experience if any, with Central/ State Govt., Central/State autonomous bodies, Central/ State Corporations, Private Companies. (If yes, please attached details)	:	Yes / No		
9	Whether your Firm/ Company has been black listed by any Central/ State Govt., Central/ State autonomous bodies, Central/State Corporations, Private Companies. If yes, please give details.	:	Yes / No		

Signature of Tenderer :

Name of the Signatory :

Capacity in which signed :

Stamp of the Individual Firm
or company :

Date :

Place :

ANNEXURE – III (A)

Details of Vehicles to be provided under the contract:

Sl. No.	Tender No. / User Division	Name of the owner of the vehicle	Make of Vehicle	Registration No.	Year of initial registration (2016 or later)	Services required (days & time)	Insurance Policy details		Remarks
							Insurance No.	Valid upto	
1.	2. BARC/RTD/ SR/2019/ <u>0PAJ</u> 31689	3.	4.	5.	6.	7. 06 days in a week (10:00 hrs to 20:00 hrs)- Monday to Saturday	8.	9.	10.

Signature of Tenderer :

Name of the Signatory :

Capacity in which signed :

Stamp of the Individual Firm or Company :

Date:

Place:

CHECK-LIST

Please put X in the applicable Box.

1.	Tender submitted in a sealed cover super scribed as “Tender No. BARC/RTD/SR/2019/ _____ Providing Utility vehicle with Driver on hiring basis”	
2.	Rates offered have been written in words and figures	
3.	Annexures I, II, III & III(A) have been signed and attached.	
4.	Each page of Tender document have been signed and attached.	
5.	Copies of following attached:	
	(a) Registration certificate of vehicle/s.	
	(b) Driving license of the Driver/s.	
	(c) Valid Police Verification Certificates of the Driver/s	
	(d) Name, Addresses & Tel. Nos. of the Driver/s.	
	(e) Comprehensive Insurance Policy and Road Tax receipts of the vehicle/s.	
6.	IT returns of the Firm/Company for the years 2016-17 & 2017-18, attached.	
7.	EMD (Please indicate DD No., Date & name of the Bank) attached.	
8.	Details of Experience.	
9.	Check List signed	

Signature of Tenderer :

Name of the Signatory :

Capacity in which signed :

Stamp of the Individual Firm
or company :

Date:

Plac