



सीमेंट कारपोरेशन ऑफ़ इंडिया लिमिटेड
(A Govt. of India Enterprise)
(An ISO 9001:2015 & ISO 50001:2018 Certified)



राजवन सीमेंट फैक्ट्री
तहसीलपांवटासाहिब, जिलासिरमौर, हि.प्र. 173029
CIN - U74899DL1965GOI004322

Website: www.ccilttd.in, Email: rjopers@gmail.com, persadmn_rjo@ccilttd.in

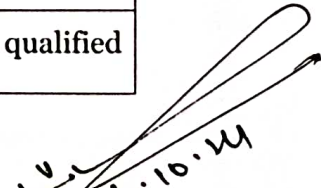
Ref. No: RCF/HR/LTD-TENDER/BOLERO-CAMPER/2024

Date: 03.10.2024

NOTICE INVITING FOR LIMITED TENDER FOR THE YEAR- 2024

SEALED APPLICATIONS/TENDERS ARE INVITING FOR HIRING OF DIESELMAHINDRA BOLERO- CAMPER(MODEL 2020 OR LATER), AT RAJBAN FOR ONE YEAR (1) WHICH CAN BE EXTENDABLE BY ANOTHER ONE (1) YEAR (1+1), BASED ON SATISFACTORY PERFORMANCE.

Unit	Rajban
Tender-ID	RCF/HR/LTD-TENDER/BOLERO-CAMPER/2024/ Date: 03.10.2024
Subject	Sealed Applications/Tenders are inviting for hiring of Diesel Mahindra Bolero- Camper (Model 2020 or later), at Rajban for one year (1) which can be extendable by another one (1) year (1+1), based on satisfactory performance.
No. of Covers	a) Technical Bid b) Commercial Bid
Website for downloading Tender Document	www.ccilttd.in(Limited Tenders, Rajban)
Opening date for sale of Tender	03.10.2024
Closing date for sale of Tender	17.10.2024 (1:00 PM)
Last date of Submission Tender documents	17.10.2024 (at 02:00 PM)
Technical Bid Opening date & Time	17.10.2024 (at 03:30 PM)
Venue for Technical Bid Opening	Admin Building
Date, Time and Venue of opening of Commercial Bid	Will intimate later to the technical qualified bidders


HOD (HR)

To,
M/s _____,

Tender Documents

1. Cement Corporation of India Ltd. (A Govt. of India Enterprise) invites sealed tender for **“Hiring of Diesel Mahindra Bolero- Camper (Model 2020 or later), colour preferably white at Rajban”** from reputed agencies. The terms & conditions and other condition are given in Annexure-I, II & III respectively.
2. The formats for Techno- Commercial Bid and price BID are at annexure IV & V respectively.
3. The tenders are to be sent in two separate sealed envelopes, one containing only Tender terms and conditions duly signed and other documents, super scribed as **“Techno-Commercial Bid”** and the other containing price bid Super scribed as **“PRICE BID”**. Both these envelopes are too sealed in a separate envelop super scribing **“Hiring of Diesel Mahindra Bolero- Camper (Model 2020 or later), at Rajban.”**
4. The tender shall be signed by a person duly authorized person of the agency and shall be sent to:
HOD (HR),
Cement Corporation of India Ltd.,
Rajban Cement Factory,
PO- Rajban, Tehsil -Paonta Sahib, Distt-Sirmour (HP)-173029
5. **Security deposit equivalent to 5% (Five present) value of the total contract/work order**, will be deposited within 15 days of awarded Letter of Intent/work order by CCI. Failure to security deposit in accordance of offer/issue of Work order will be considered to be breach of contract which would give Corporation the right to terminate the contract and forfeit the contract.
6. The Security Amount shall be forfeited if the tenderer withdraw his tender during the validity period of the tender.
7. The bid shall remain valid for a period of three months from the date of opening of the tender.
8. The rates quoted shall remain unchanged during the currency or extended period of the contract and no increase what so ever shall be allowed.
9. Bids incomplete in any respect shall be liable to be rejected.
10. Corporation reserves the right to accept/reject any bid to cancel the bidding process at any time and reject all bids, at any stage prior to placement of order, without thereby incurring any liability.

11. Dispute Under this contract and Arbitration: -

- 10.1 In the event of any question/dispute breach of or difference arising in respect of the meaning and scope of terms & conditions herein or in connection with any matter under this agreement (except for those matters which are to be decided as per provisions made in these terms & conditions) the same shall be referred to GM of CCI Ltd. Rajban For appointment of a sole Arbitrator. There will be no objection if the Arbitrator so appointed is or was an Employee of the corporation and whether he had at any time in discharge of his duties as an Employee had expressed views on all or any of the matter in dispute or difference or dealt with matter in substance. The Arbitrator shall give award with reasons in respect of each claim, dispute or difference referred to him in the event the value of the dispute(s) exceeds Rs.50,000/-. The award of the Arbitrator shall be final and binding on the parties to this Contract.
- 10.2 Subject to aforesaid the Arbitration and Conciliation Act, 1996 the rule made there under any statutory modifications thereof for the time being in force shall apply to the arbitration proceedings under this clause.
- 10.3 The work under this contract shall be continued uninterrupted during the pendency of the Arbitration Proceedings and no payment due from one to the other parties therein shall be withheld on account of pendency of such Proceeding unless such payment related to the matters under Arbitration.
- 10.4 The venue of the Arbitration shall be Rajban or such other place as the Arbitral Tribunal at his discretion made determined.
- 10.5 All matter connected with this shall be governed by the Indian Law both substantive and procedural, for the time being in force and shall be subject to the jurisdiction of Indian Courts at Paonta Sahib (HP).
11. CCI logo & CCI OPC and PPC bags sticker will be displayed on the vehicle all the time
12. For more details or any corrigendum please visit our website: www.ccilttd.in
13. Any clarification may be obtained from DM/HOD (HR)-CCIL, Rajban (H.P).


HOD (HR)

Cement Corporation of India Ltd.
At Rajban (HP)



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RCF/HR/LTD-TENDER/BOLERO-CAMPER/2024

Date: 03.10.2024

ANNEXURE-II

PART-III SPECIAL TERMS & CONDITIONS

1. The contractor shall provide HP registered Bolero- Camper, Diesel model, year 2020 or later which includes one driver. The vehicle should be complete to latest standards of pollution control norms.
2. In case of procurement of new Bolero- Camper, it shall be provided by the bidder within 30 days from the date of issue of the work order. A penalty of Rs. 1000/- per day shall be imposed if the transporter fails to provide the vehicle on any particular day.
3. The vehicle will be used for transporting men & material as well.
4. The contract would be for one (01) year which can be extendable by another one year (1) (1+1), based on satisfactory performance, without any revision of rates.
5. Vehicle will be required for 24 hours in proper condition. However, availability of driver will be from 8:00AM to 08:00 PM. (Including Sundays & Holidays).
6. The vehicle must be made available at any given time and day as desired by the Officer with whom the vehicle is attached.
7. The vehicle should report to the place of the requirement as per direction of the Authority.
8. There will be no dead mileage, i.e. the kilometer age for the purpose of 'Vehicle run' and 'hours of duty' shall be reckoned from the point of reporting for duty and to the point of vehicle released i.e. no claim will be considered from garage to place of reporting & place of release of vehicle to garage.
9. No mileage will be allowed to drives for lunch/breakfast etc.
10. If the vehicle does not report at the requisitioned time or is not found in good condition or without proper documents, vehicle may be rejected and sent back. No payment shall be made on account of care so rejected.
11. The vehicle should be insured comprehensively and should have necessary valid permits from the Transport Department/Authority.
12. All liabilities, arising out of any legal dispute, accidents, breakdown etc. shall be borne/paid by the Firm/owner of the vehicle.

13. The owner/representative of the firm should be available round the clock (24x7 Hrs.) on direct telephone (office as well as residence) so as to respond to the call for vehicle in emergent cases. The Mobile number should also be given.
14. Drivers deputed with the vehicle should bear good character and antecedents, well behaved and neatly dressed in uniforms and should hold of a valid Driving License. Driver should have a good knowledge of all roads/routes. Misbehavior of the driver will be viewed very seriously and Corporation reserves the right to impose a penalty of Rs.500/- for such incidence and the driver should be replaced immediately.
15. The antecedents of drivers to be deployed should be properly verified by the Police Station and their details (name, address, telephone nos. etc.) will have to be provided to this office with 15 days of attending the duty. In case of change of driver, prior intimation will be required to be given to this Authority and the user.
16. Drivers of vehicle must be provided and maintain Mobile phones with GPRS/Maps, no extra charges would be paid by Corporation for the same.
17. Portable fire extinguisher in functional condition should be available all the time in vehicle and a First Aid Kit should also be available in the vehicle.
18. Firms should be position to provide stand by vehicle within half an hour of reporting to the contractor telephonically during break down & providing additional vehicle to our official(s). All expenses are to be borne by the firm, in case of breakdown of a vehicle supplied.
19. For vehicle, the driver is required to maintain a log-book i.e. details of various journeys performed during the day since morning to till last duty.
20. No advance payment, in any case, would be made to the firm/driver.
21. A certificate to be produced by the transporter from the competent authority to certify proper status/functioning of the 'kilometer Meter'.
22. The Vehicle to be supplied should be in very good working conditions and well maintained during the contract period having with white seat covers, towel, perfume etc. The vehicle to be supplied should be excellent mechanically as well as physically i.e. outer body/upholstery etc. should be decent looking.
23. Corporation will not be responsible for any challan, loss, damage, or accident to the vehicle or to any other vehicle or injury.
24. If the contractor after submission of bid and due acceptance of the same i.e. after the award of contract, fails to abide by the terms and conditions of these tender documents, or fails to complete his contract period or at any time repudiates the contract, Corporation will have the right to forfeit the security deposit.
25. In case of any compelling circumstance, Corporation reserves the right to terminate the contract without assigning any reason by giving the contractor one calendar month notice of its intention to do so.

6. If the vehicle does not report at the requisitioned time or is not found in good condition or without proper documents, vehicle may be rejected and sent back. No payment shall be made on account of care, so rejected.
27. In case of breakdown of the vehicle the contractor shall provide alternate vehicle of same category failing which the touring official(s) will be allowed to hire any vehicle and complete the journey and the amount thus incurred shall be recovered from the bill of the contractor.
28. The Firm should have at least two years' experience in business to supply the Diesel/Petrol vehicles to any Pvt. Offices/Semi- Govt. Offices/Govt. Offices/PSUs etc.
29. Preference will be given if the vehicle is registered in the name of the contractor.
30. The detailed conditions of contract are enclosed.
31. Diesel (Fuel) will be given free of cost @ 12 KM per Liter by the Corporation on the basis of average running.

(Signature of Tenderer)

CONDITIONS OF CONTRACT**1. RESPONSIBILITIES OF THE CONTRACTOR/AGENCY:**

- 1.1 For any kinds of repairs/maintenance charges, cost of lubricant, fee towards license/registration, taxes such as road tax, permit fee/challan, salary/overtime of the driver, insurance premium etc. shall be the sole responsibility of the contractor and shall be borne by the contractor. The petty cash/card for the above purposes may be provided to the driver by the contractor.
- 1.2 The contractor should ensure proper sealing of milometer. Corporation reserves the right to get the meter calibrated or checked at any time at its sole discretion. Tempering of meter reading and misbehavior of driver shall be viewed seriously, leading to even cancellation/termination of contract and forfeiture of security deposit. If the event of any error/fault in the meter being noticed, the bill for the journey undertaken (including those undertaken earlier) would be adjusted, besides other penal action what so ever.
- 1.3 The vehicle sent to Corporation, must have all relevant documents like Registration Book/Driving License/Insurance/Road tax receipt/Permit for Goods /passenger tax/Pollution certificate etc. The vehicle should be licensed and shall have valid all India permits. The vehicle should confirm to all Govt. Rules and regulation being in force from time to time.
- 1.4 The driver should abide by the rules laid down by transport authority or any authority relevant to the subject and should always strictly follow the Traffic rules and regulations so as to ensure safety of the passenger and goods.
- 1.5 The Agency or any of its agents/servants/drivers will be held responsible for any failure to comply with any statutory obligation for any reason whatsoever and Agency will also be responsible for the conduct of their employees.

2. VEHICLE REQUISITIONING & LOG BOOK:

- 1.1 Booking made by authorized Corporation official(s) shall only be considered for purpose of payment.
- 1.2 The driver shall maintain the log book as per prescribed format for every trip/requisition. The log book must be got signed by the user, which would indicate the opening and the closing meter reading with time and date at the point of starting/ending the journey by the user. It should ensure that there is no overwriting in the log book. Tempering with the contents of the log book would be viewed very seriously. In no case log book without signature will be accepted for payment unless specifically intimated in advance.

3. TERMS OF PAYMENT & REIMURSEMENT:

- 1.1 The agency shall submit bills, in duplicate within the first week of each month to HOD (HR)/T.O. complete in all respects along with log book and monthly statement of journey.
- 1.2 Corporation will reimburse toll tax, DND tax, parking charges and state passenger tax wherever incurred enroute journey, on submission of original receipt duly certified by the official(s) travelled on submission of documentary proof (in original).

- 1.3 Night stay charges for outstation journey shall be paid only if the vehicle is kept beyond 12.00 midnight @ Rs. 600/- per night.
- 1.4 If a driver performs duties beyond the scheduled hours, an additional payment of Rs. 100 per hour or time off may be provided.
- 1.5 The vehicle will be required for 24 hours in proper condition. The driver will be available from 8:00 AM to 8:00 PM. One weekly off will be allowed for maintenance of the vehicle, if needed, the contractor will arrange for a driver, who may receive additional payment as per the rate quoted in the bid.
- 1.6 Applicable taxes shall be deducted from the bills of agency.
- 1.7 The bidder will receive the payment through NEFT/RTGS.

(Signature of Tenderer)

COMMERCIAL BID- FOR HIRING BOLERO-CAMPER:

S. No.	Particulars	Details
1.	Name of the Bidder	
2.	Full Address of the Bidder	
3.	Name of the Authorized Signatory	
4.	E-mail Id	
5.	Mobile No	
6.	Type of Vehicle	
7.	Company/details of vehicle	
8.	Type of Vehicle Permit	
9.	Details of vehicle Make/Model offered	
10.	Aadhar Number with evidence	
11.	PAN Number with evidence	
12.	Bank details of tenderer with copy of cancel cheque	
13.	Experience details	
14.	GST Registration no. with evidence (If any)	

DECLARATION:

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case, any deviation is found in the above statement at any stage, I/We will be blacklisted and will not have any dealing with the Department in future including the forfeiture of my SD amount.

Signature of Authorized Signatory
(With date and seal of the Company)

ANNEXURE-V**FINANCIAL/ PRICE BID- FOR HIRING BOLERO-CAMPER:**

1. NAME OF THE PARTY WITH FULL ADDRESS: _____

2. TELEPHONE/ MOBILE NUMBER: _____

3. PAST EXPERIENCE (IF ANY): _____

4. COMPANY/ MODEL/ MAKE OF VEHICLE: _____

5. MONTHLY RENT OFFERED BY TENDERERS:

S. No	Description	Monthly Rates Rs. (In figures) Without GST	Monthly Rates Rs. (In Words) Without GST
1.	Hiring of Bolero- Camper (Model 2020 or later), 08:00 AM to 08:00 PM		

Note:

1. GST as applicable will be charged extra.
2. L-1 party will be decided on the given lowest rates.
3. The term and conditions with tender from are acceptable to us.
4. I have gone through the detailed terms and conditions as per enclosure and accepted the same.

DATE: _____

SIGNATURE OF THE OWNER
WITH FULL ADDRESS