



ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

REGD.OFFICE: JANPATH, BHUBANESWAR – 751 022.

CIN: U40102OR2004SGC007553

Website: www.optcl.co.in

e-TENDER NOTICE NO: -OPTCL/CPC/46/2022-23

TENDER SPECIFICATION No. Sr.GM-CPC-e-Tender-Hire Vehicle-46/2022-23

FOR

Empanelment of reputed firms/ Travel Agencies

for

PROVIDING HIRED COMMERCIAL

**LIGHT VEHICLES & MINI BUS TO CORPORATE OFFICE, OPTCL AND GRIDCO,
BHUBANESWAR**

Request for online tender documents: From Dt-23.02.2023 (11.00 AM) to Dt- 16.03.2023 (11.00 AM)
Last date of submission of online tender: Dt- 16.03.2023 (03.00 PM)
Date of opening of Tender: Dt- 17.03.2023 (03.00 PM)
Pre-bid Meeting: Dt- 28.02.2023 (11 AM)

Senior General Manager (CPC)

OPTCL



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e-TENDER NOTICE NO. CPC-46/2022-23

Sealed tenders are invited in two part bidding system from registered Travel Agencies/firms to be empanelled for providing different categories of commercial AC light vehicles and mini Bus on hire basis, for official use at Corporate Office, OPTCL & GRIDCO, Bhubaneswar for a period of 2(Two) years. The travel agency must have capacity for providing minimum 20(twenty) nos. of light commercial vehicles and mini buses.

Interested bidders would be required to enrol themselves on the tender portal www.tenderwizard.com/OPTCL. Complete set of bidding documents are available at www.tenderwizard.com/OPTCL from Dt.23.02.2023 at 11.00 A.M to Dt.16.03.2023 at 11.00 A.M. Interested bidder may visit OPTCL's official web site <http://www.optcl.co.in> and www.tenderwizard.com/OPTCL for detail specification.

N.B:-All subsequent addendums / corrigendum to the tender shall be hosted in the www.tenderwizard.com/OPTCL only.

SENIOR GENERAL MANAGER [C.P.C.]

NOTICE INVITING TENDER
ODISHA POWER TRANSMISSION CORPORATION LTD.,
REGD. OFFICE: JANPATH, BHUBANESWAR – 751 022,
ODISHA, INDIA.

e-Tender Notice No. CPC- 46/2022-23

For and on behalf of the ODISHA POWER TRANSMISSION CORPORATION LTD, sealed tenders are invited in two part bidding system, from registered Travel Agencies/firms as per the following details.

Item No.	Description	Cost of tender in Rs.	Tender processing Fee (Rs)	EMD	Last date of receipt & opening of tender
01	Empanelment of reputed firms/ Travel Agencies for Providing hired commercial light vehicles & mini bus to Corporate Office, OPTCL and GRIDCO, Bhubaneswar for a period of 2 years.	2000 + GST @18% = 2360/-	2000 + GST @18% = 2360/-	50,000/-	Dt- 16.03.2023 (03.00 PM) & Dt- 17.03.2023 (03.00 PM)

The bidders can view the tender documents from Tender Portal free of cost.

1. **TENDER COST:**

The bidders who want to submit bids shall have to pay non-refundable amount of Rs.2360 /- (Rupees Two thousand three hundred sixty) only including GST @ 18% towards the e-tender cost, through e-payment gateway of Tender wizard. They have to submit also the notarized hard copy of GST registration certificate on or before the date & time of submission of bid.

2. **TENDER PROCESSING FEE:**

The bidders shall have to submit non-refundable amount of Rs.2360/- (Rupees Two thousand three hundred sixty) only including GST @ 18% towards the e-tender processing fee to K.S.E.D.C.Ltd, in e-payment mode only. The e-payment of above amount is to be made to enable the bidder to download the bid proposal sheets & bid document in electronic mode.

3. **EMD:** The bidders shall have to submit EMD in the shape of Demand draft/Pay order) for an amount of Rs.50,000/-

4. **SUBMISSION OF TENDER COST, TENDER PROCESSING FEE & EMD:**

The bidder shall deposit the tender cost, tender processing fee **online** & EMD prior to **last** date & time of opening of bid(Part-I) as notified in tender notice.

The bidders shall scan and upload the same in the prescribed form in .gif or .jpg format in addition to sending the original as stated above. The bidder(s) shall submit Proof of payment of Tender Cost, Tender Processing fees and shall upload the same in the prescribed attachment in .gif or .jpg format in addition to submitting the original to the undersigned on or before the scheduled date and time for opening of techno-commercial Bid.

The prospective bidders are advised to register their user ID, Password, company ID from website **www.tenderwizard.com/OPTCL** by clicking on hyper link “Register Me”.

Any clarifications regarding the scope of work and technical features of the tender can be had from the **Sr.General Manager (Mech.), Transport, OPTCL, Bhubaneswar-751022** during office hours.

Sr. General Manager, CPC, OPTCL



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e-TENDER NOTICE NO. CPC-46/2022-23

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PART – I.

SECTION – I.

INSTRUCTIONS TO TENDERERS

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INSTRUCTIONS TO TENDERERS

1. Submission of Bids: -

The bidder shall submit the bid in Electronic Mode only i.e. **www.tenderwizard.com/OPTCL**. The bidder must ensure that the bids are received in the specified website of the OPTCL by the date and time indicated in the Tender notice. Bids submitted by telex/telegram will not be accepted. No request from any bidder to the OPTCL to collect the Bids in physical form will be entertained by the OPTCL.

The OPTCL reserves the right to reject any bid, which is not deposited according to the instruction, stipulated above. The participants to the tender should be registered under GST laws (mandatory in case of a Company).

(1) For all the users it is mandatory to procure the Digital Signatures.

(2) Bidders / Agencies are requested to follow the following steps for participation in e-tender.

Registration:

- a. Click “Register”, fill the online registration form in the specified portal.
- b. Pay the amount of Rs.2360/- through e-payment in favor of KSEDCL Payable at Bangalore.
- c. Send the acknowledgment copy for verification.
- d. As soon as the verification is being done the e-tender user id will be enabled.

NB : i) This registration is valid for 2(two) years.

(3) After viewing Tender Notification, if bidder intends to participate in tender, he has to use his e-tendering User Id and Password which has been received after registration and acquisition of DSCs.

(4) If any Bidder wants to participate in the tender he will have to follow the instructions given below:

- a. Insert the PKI (which consist of your Digital Signature Certificate) in your System.
(Note: Make sure that necessary software of PKI be installed in your system).
- b. Click / Double Click to open the Microsoft Internet Explorer (This icon will be located on the Desktop of the computer).
- c. Go to Start > Programs > Internet Explorer.
- d. Type **www.tenderwizard.com/OPTCL** in the address bar, to access the Login Screen.
- e. Enter e-tender User Id and Password, click on “Go”.
- f. Click on “Click here to login” for selecting the Digital Signature Certificate.
- g. Select the Certificate and enter DSC Password.
- h. Re-enter the e-Procurement User Id Password

(5) To make a request for Tender Document, Bidders will have to follow the steps mentioned below.

1) Click “Un Applied” to view / apply for new tenders.

2) Click on Request icon for online request.

(6) After making the request, Bidders will receive the Tender Documents which can be checked and downloaded by following the below steps:

1) Click to view the tender documents which are received by the user.

2) Tender document screen appears.

Click “Click here to download” to download the documents.

(7) After completing all the formalities Bidders will have to submit the tender and they must take care of following instructions.

1) Prior to submission, verify whether all the required documents have been attached and uploaded to the particular tender or not.

2) Note down / take a print of bid control number once it displayed on the screen.

Tender Opening event can be viewed online. Competitors bid sheets are available in the website for all.

For any e-tendering assistance, contact help desk number mentioned below.

Bangalore – 080- 40482000.

2. ELIGIBILITY CRITERIA

2.1) The Travel Agency must have been registered with Government Authority.

2.2) The Agency must have minimum 3(three) years of experience in the field of providing hired vehicles.

2.3) The Travel Agency/Firms must have capacity to provide minimum **20(twenty)** nos. of following categories light commercial vehicles (not more than 3 years old from the date of initial registration) such as :

a) AC Tata Bilt/Tiago/Maruti Celerio/WagonR/ Hyundai i10 or equivalent for pool vehicle.

b) AC TATA Tigor/Zest / Maruti Swift Dzire/Hyundai Xcent/Toyota Etios or equivalent.

c) AC Tata Sumo/ Mahindra Bolero/TUV 300/Maruti Ertiga or equivalent.

d) AC Honda City/Maruti Ciaz or equivalent.

e) AC Mahindra SCORPIO / Creta/Marazzo or equivalent.

f) AC Toyota Innova/ Hexa/ XUV 500 or equivalent.

g) AC/Non AC Mini Bus (30 - 32 Seater)

Proof of the same shall be submitted in shape of Agreement with the vehicle owners or an Affidavit along with the Techno-commercial bid. The RC book copies of own and other commercial vehicles and the list as per format in **Annexure-I** should be submitted with Techno-commercial bid. The list of

vehicles so provided should not have been engaged anywhere else on regular basis.

Note:

The Travel Agency / firms having more nos. of own commercial vehicles would be given preference over others for Empanelment.

- 2.4) The Travel Agency must have provided at least **10(ten)** nos. of commercial light vehicles on regular basis to any Govt./Public Sector Company during the last 24(twenty four) months continuously, in support of which necessary documents must be furnished.
- 2.5) The annual average turnover of the bidder(Agency/Firm) from **VEHICLE HIRE CHARGES** business during last 3 consecutive financial years ending 31.03.2022 should be more than Rs.25.00 lakhs. The bidder shall submit along with the tender, Audited Accounts / CA (Chartered Accountant) certificate indicating the average turnover from vehicle hire charges for the last three years ending on 31.03.2022 in support of meeting the requirement.
- 2.6) The Travel agency must have permanent office in Bhubaneswar with round the clock telephone arrangement.
- 2.7) The Travel Agency/Firm should have valid GST registration (Mandatory in case of a Company) & Income Tax PAN.

3.0 Tenders shall be in Two Parts.

The Tenderers are required to submit the tenders in two parts viz. Part-I (Techno commercial) & Part-II (Price bid).

4.0 Mode of submission of Tenders.

- a) Tenders shall be submitted in electronic mode only.
(www.tenderwizard.com/OPTCL).
- b) **Telegraphic or FAX tenders** shall not be accepted under any circumstances.

5 Earnest money deposit:

- (a) The tender shall be accompanied by Earnest Money deposit of value specified in the notice inviting tenders. Tenders without the required EMD as indicated will be rejected out rightly.
- (b) **Bank Draft/ Pay order:** -To be drawn in favour of Drawing & Disbursing Officer, OPTCL [H.Qrs.Office], Bhubaneswar-751 022.
- (c) No interest shall be paid on the Earnest Money Deposit.

- (d) No adjustment towards EMD shall be permitted against any outstanding amount with the **OPTCL**.
- (e) In the case of un- successful tenderer, the EMD will be refunded after the tender is decided. In the case of successful Tenderer, this will be converted and treated as security deposit.
- (f) Suits, if any, arising out of this clause shall be filed in a Court of law to which the jurisdiction of High Court of ODISHA extends.
- (g) EMD will be forfeited if the tenderer fails to accept the letter of award/or empanelment order issued in his favour or to execute the order, placed on them.
- (h) Tenders not accompanied by Earnest Money shall be disqualified.

6.0 DOCUMENTS TO ACCOMPANY BIDS

6.1 Tenderer has to upload the self-attested copies of the following documents along With Techno-commercial Bid

- i. Declaration form duly signed with seal.
- ii. Proof regarding registration with Government Authority.
- iii. Copy of GST Registration Certificate (in the name of the travel agency, mandatory in case of a Company).
- iv. Copy of latest GST annual return, where bidder is mandatorily required to register under GST Laws (period FY 2021-22).
- v. Copy of Income Tax PAN Card(in the name of Travel Agency/Firm).
- vi. Copy of Income Tax return of last 2 Financial Years.
- vii. Proof of having 20(twenty) nos. of light commercial vehicles under the custody of Travel Agency (copy of agreement with owners of the vehicles OR affidavit, along with photo copy of R.C. Books). List as per format in **Annexure-I** is to be enclosed.
- viii. Undertaking to provide good conditioned commercial vehicles of all categories as mentioned in **Clause 8.3** (less than 3 years old) as per format in **Annexure-II**.
- ix. Audited Accounts / CA certificate for last 3 years ending 31.03.2022 in support of annual average turnover from business of **vehicle hire charges** during the last 3(three) consecutive years.
- x. Proof regarding engagement of vehicles for a continuous period of last 24(twenty four) months as required under **clause 8.4** above.
- xi. An affidavit declaring that Agency has never been debarred, disqualified or black listed by any Govt. / PSU Authority, shall be submitted along with the bid as per the format enclosed at **Annexure-III**.
- xii. Undertaking as per prescribed format at **Annexure-IV** regarding engagement of any hired vehicle not belonging to any employee of OPTCL / GRIDCO or his/her spouse / children.

- xiii. Current landline Telephone/ Electricity Bill towards proof of having Local Office at Bhubaneswar and Phone Number for correspondence.
- xiv. Earnest money and E-payment acknowledgement receipt through e-payment gateway of tender wizard towards cost of Tender is to be uploaded along with technical bid.

In addition to the above, the tenderer has to fill up the formats (excel sheet) available under Techno commercial bid of e-Tender.

- A) *Bidders information,*
- B) *Detail information of commercial vehicles.*
- C) *Abstract of commercial terms*
- D) *Eligibility criteria*

OPTCL reserves the right to out rightly reject the tender, if any of the above document is not submitted by the bidding Travel Agency/Firm in their Techno-commercial offer or the bidders have mentioned wrong / misleading information in their bid through e-Tender.

6.2 Price Bid

The tenderer has to submit price bid only in the Price Schedule format available under the Price bid of the e-Tender.

Bidding in any other manner will not be entertained.

7.0 SECURITY DEPOSIT:

All successful bidders after empanelment will be asked to deposit an amount of Rs. 50,000/- (fifty thousand) towards Security Deposit in the shape of Demand draft/Pay order to be drawn in favour of Drawing & Disbursing Officer, OPTCL [H.Qrs.Office], Bhubaneswar-751 022. The Security Deposit will not carry any interest and will be refunded only after satisfactory execution of the contract and after adjustment of any dues.

If the successful bidder fails to execute the order, the Security Deposit of the bidder will be forfeited and the bidder will be debarred for 3 (three) years from OPTCL.

8.0 VALIDITY of the Bids

The tender should be valid for a period of **120 days** from the date of opening of tender, or else tender will be rejected.

9.0 PRICE:

- i) Bidders are requested to quote-'FIRM' Price. No deviation from **FIRM PRICE** will be entertained.
- ii) Bidders are required to quote unit taxable price excluding GST in the price bid sheet.
- iii) Bidders are required to quote the unit taxable price towards monthly hire charges not higher than the below stipulated price.

Sl	Type of vehicle	Maximum hire charges (Unit taxable price) per month excluding taxes in Rs.
1	AC Tata Bolt/Tiago/ Maruti Celerio/WagonR/ Hyundai i10 or equivalent for pool vehicle.	20,000.00
2	AC TATA Tigor/Zest / Maruti Swift Dzire/Hyundai Xcent/Toyota Etios or equivalent	26,000.00
3	AC Tata Sumo/ Mahindra Bolero/TUV 300/Maruti Ertiga or equivalent.	31,000.00
4	AC Honda City/Maruti Ciaz or equivalent	30,000.00
5	AC Mahindra SCORPIO / Creta/Marazzo or equivalent	37,000.00
6	ACToyota Innova/Hexa/XUV 500 or equivalent	42,000.00
7	AC Mini Bus (30 - 32 Seater)	85,000.00

10.0 Opening of Bids.

- a) The part-I Bid i.e. Techno commercial bid shall be opened on the date and time fixed by the OPTCL in Electronic mode in presence of such of the Tenderers or their authorized representatives [limited to one person only] on the due date of opening of tender who opt to remain present. After scrutiny of the technical particulars and other commercial terms, clarifications, if required, shall be sought for from the bidders. The Tenderers shall be allowed 15 days' time for such activity. On receipt of clarification, the bids shall be reviewed, evaluated and those not in conformity with the Specification / eligibility criteria, shall be rejected.
- b) Date and time of opening of part-II Bid i.e. Price bid shall be intimated to the techno-commercially qualified bidders only. Price bids shall be opened on the date and time fixed by the OPTCL in Electronic mode in presence of such of the Tenderers or their authorized representatives [limited to one person only] who opt to remain present.

In the event of any specified date for the opening of bids being declared a holiday for OPTCL, bids will be opened on or after the next working day.

11.0 Purchaser's right to accept/reject bids:

The purchaser reserves the right to reject any or all the tenders without assigning any reasons what so ever if it is in the interest of OPTCL.

12.0 Conditional Offer:

Conditional offer shall not be accepted.

13.0 Purchaser's Right Regarding Allotment of Vehicles.

OPTCL may maintain a panel of 6(six) to 7(seven) Travel agencies/firms on the basis of the lowest finalized rates for distributing the work of hiring of vehicles. The distribution of vehicles will be done at the discretion of OPTCL management, which may or may not be on equal proportion considering the suitability and capacity of the Agency/Firm and the agency responsible for making the tender successful. The entire requirement of vehicles can be distributed amongst the empaneled agencies equitably/inequitably at the discretion of OPTCL management.

14.0 Method of evaluation:

- i) The price bid of the qualified bidders shall be opened for evaluation.
- ii) The lowest workable unit price including GST against each of the items shall be considered for evaluation.
- iii) Qualified bidders shall be asked to accept such lowest evaluated price within a stipulated date.
- iv) Bidders who accepts such lowest evaluated price shall be considered for empanelment.
- v) However it is not binding on the part of the employer to empanel all the bidders who accept such lowest evaluated price.
- vi) OPTCL may limit the empaneled bidders to maximum **six**. The bidders possessing more nos. of own commercial vehicles would be given preference over others.

15.0 General: -

- (i) In the event of discrepancy or arithmetical error in the schedule of price, the decision of OPTCL shall be final and binding on the Tenderer.
- (ii) For evaluation, the price mentioned in words shall be taken if there is any difference in figures and words in the price bid.
- (iii) Notice inviting tender shall form part of this specification.
- (iv) The price bids of the techno-commercially qualified bids shall only be evaluated.
- (v) It should be distinctly understood that the part-II of the bid i.e. Price Bid shall contain only details/documents relating to price. Inclusion of any of the documents/ information etc. shall render the bid liable for rejection.
- (vi) The tenderer must make payment of the cost of tender document in online mode of payment through e-payment gateway of **tender wizard**.

16.0 Pre-bid meeting

A Pre-bid meeting shall be held on at CPC conference hall, OPTCL, Bhubaneswar. All the interested bidders are requested to attend the meeting and put forth their queries relating to the technical specification and terms and condition if any.

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SECTION – II.

GENERAL TERMS AND CONDITIONS OF CONTRACT [G.T.C.C.]

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PART-I

SECTION – II.

GENERAL TERMS AND CONDITIONS OF CONTRACT [G.T.C.C.]

1. DEFINITION OF TERMS USED IN THIS BID DOCUMENT :-

1.1 The “**Company**” shall mean ODISHA POWER TRANSMISSION CORPORATION LIMITED (OPTCL), A Company registered under the Companies Act-1956 and having its Registered Office at Janpath, Bhubaneswar-751022.

1.2 The “**Travel Agent/Agency/Firm/Contractor/Party**” shall mean the bidder, who has agreed to provide the hired commercial vehicles to the Company.

1.3 The “**Officer-in-charge**” shall mean the person designated as such by the company and shall include those who are expressly authorized by the Company to act for and on its behalf.

2. SCOPE OF WORK:

2.1 The tenderer has to provide, maintain and operate light commercial AC vehicles and bus with drivers as per the requirement, in good running condition. **The vehicle shall be in good running condition so as to provide safe and trouble free journey and to avoid any breakdown en-route and shall not be more than 3(three) years old from it’s date of initial registration at the time of entry and can run upto its age of 5(five) years.**

3. PAYMENT OF FUEL COST (POL)

(A) For the vehicles hired on monthly/ daily charges basis for regular conveyance and during oncall for local journey less than 300 Km per day, fuel and lubricating oil required shall be arranged by the Travel Agency at his own cost. However, OPTCL/GRIDCO shall reimburse the fuel and lubricating oil consumption for the running kilometers of the vehicle as mentioned below-

- i.. AC Tata Bilt/Tiago/Maruti Celerio/WagonR/ Hyundai i10 or equivalent - @17km/liter (diesel/petrol).
- ii.. AC TATA Tigor/Zest / Maruti Swift Dzire/Hyundai Xcent/Toyota Etios or equivalent @17km/liter (diesel/petrol).
- iii. AC Tata Sumo/ Mahindra Bolero/TUV 300/Maruti Ertiga or equivalent @ 10km/liter (diesel/petrol).
- iv. AC Honda City/Maruti Ciaz or equivalent @ 12km/liter (diesel/petrol).
- v. AC Mahindra SCORPIO / Creta/Marazzo or equivalent @10km/liter (diesel/petrol).
- vi. AC Toyota Innova/Hexa/XUV 500 or equivalent @ 9km/liter (diesel/petrol).
- vii. AC Mini Bus (30 - 32 Seater) @ 6km/liter (diesel/petrol).

In addition to the above, cost of one liter of lubricating oil in every 750 Km run of the light commercial vehicle will be reimbursed. For Buses cost of one liter of lubricating oil in

every 500 Km run, will be reimbursed At the time of initial deployment and also during the period of contract diesel vehicles will be preferred over petrol vehicles according to the availability and at the discretion of OPTCL.

(B) For the vehicles hired on as and when required basis for journey beyond 300km per day (Outstation journey), payment shall be made on Rs./Km Basis **discovered** through tender. In this case fuel and lubricating oil are to be provided by the Agency. However, if the allotted vehicle is engaged beyond 300Km

(C) For the vehicle engaged in monthly hired basis, journey beyond 300 KM, payments shall be made towards the fuel & lubricant charges along with night halt & detention charges, if any.

4. NIGHT HALT CHARGES:

For any kind of journey (Local / Out Station) involving night halt, an amount of Rs.350.00(for LCV) & Rs500.00(for Bus) for each night halt will be paid extra by OPTCL/GRIDCO. Night halt duration for this purpose shall be 10PM to 6AM of the next day.

5. DETENTION /EXTRA HOUR CHARGES:

If the vehicle is detained or utilized beyond 12 hrs/day during any kind of journey detention/extra hour charges may be applied.

6. PAYMENT

- (i) The bills towards hiring of vehicles are payable after end of the month.
- (ii) The Agency has to submit the Bill(s) of the preceding month to the Officer In-charge of Transport Branch within 7(seven) days along with the following supporting documents:
 - (a) Original Log Sheet / Duty Slip and utilization Certificate duly signed by the allotted Officer with countersignature by his / her controlling officer.
 - (b) The original receipt of payment towards toll gate charges and parking charges shall be enclosed along with the bills for reimbursement by OPTCL/GRIDCO.
 - (c) In the event of using the hired vehicle by the allotted Officer beyond the limit fixed towards Kilometers /Hours per day(i.e.12 hours) or on Holidays, copy of the approval taken from respective authority shall also be attached.

On receipt of the Bill(s) in complete shape from the Travel Agency, the Officer In-charge, Transport Branch shall complete the entire process within a week's time for obtaining approval from the Competent Authority and expedite the matter with the D.D.O (Head Qrs.) for releasing the payment by 20th day of every month.

In case the Travel agency does not submit the bill in time, the payment for the default bill will be made next month.

7. TAXES AND DUTIES:

- i) GST under RCM @ 5% shall be applicable on the service where the service provider is other than body corporate (company)
- ii) Where the service provider is a body corporate (company) GST @ 12% shall be applicable. The service provider shall submit Tax Invoice and OPTCL shall not be liable to pay GST under RCM.

8. PRICE:

The price quoted in the Price Schedule (For journey less than 300 kms per day / daily conveyance) against monthly hiring charges/ Daily hiring charges / Detention/extra hour charges should be FIRM and exclusive of fuel and lubricant but inclusive of operation charges, repair & maintenance charges, driver charges, T&Ps etc. The quoted price must also include the cost towards to and fro movement of vehicle from travel agency to pick and drop point of user.

The price quoted in the Price Schedule (For journey beyond 300Kms. per day) against Rs./Km charges should be FIRM and exclusive of night halt/extra hour charges but inclusive of fuel and lubricant, operation charges, maintenance charges, driver charges, repair charges and T&Ps etc. The quoted price must also include the cost towards to and fro movement of vehicle from travel agency to pick and drop point of user.

The rates should be quoted strictly as per the Price bid format of the Price Schedule. Other mode of quotation of rates will not be accepted.

Bidders are to quote reasonable price & L1 bidders in the tender may be asked to justify their quoted price in case it is felt in-genuine.

The bidder shall submit information regarding Taxability of his service whether under Reverse Charge or Forward Charge mechanism in the part I &II of the bid.

9. PLACEMENT OF VEHICLE ALLOTMENT ORDER

The successful Agency/Firm(s) will be required to submit the following documents of vehicles and drivers to be engaged, prior to release of vehicle allotment Order.

- a) List of vehicles including own vehicles, not more than 3 years old from the date of initial registration for engagement in OPTCL/GRIDCO Hqrs.
- b) Self Attested copy of RC Books.
- c) Self Attested copy of 1st party insurance/Comprehensive Insurance Policy of vehicles.
- d) Self Attested copies of valid Driving License of the drivers.
- e) Valid fitness certificate for commercial use and with copy of all Odisha Road permit.
- f) Proof of up-to-date road tax payment.
- g) Agreement copy with the vehicle owner.
- h) The firm/Agency should indemnify OPTCL/GRIDCO against any losses, damage to OPTCL/GRIDCO properties and employees or claims arising thereof by producing an **Indemnity** bond in a non-judicial stamp paper amounting Rs.100/- (Rupees One hundred only) as per **Annexure-V**.

i) Updated PUC certificate.

After scrutinizing all relevant documents, vehicle allotment order will be issued to successful bidders for engagement of the vehicles with drivers in OPTCL/GRIDCO Hqrs. Office, Bhubaneswar. The name of Travel Agency/Firm(s) and the type of vehicles selected for engagement in Corporate Office, OPTCL/GRIDCO will be communicated to the DDO, OPTCL and DDO, GRIDCO as well as to the concerned Officers who will be using the vehicles

for facilitating the processing of hire charges bills and payments thereof. In case the Agency wants to change the vehicle/driver, it is to be approved by the Authorised Officers of OPTCL under written request by the travel agency. The substitute vehicle (if not listed as above) should also fulfill the same term & conditions and should not be more than 3 years old on the date of substitution from the date of initial registration.

OPTCL reserves the right to revise the allotment of vehicles based on the feed-back of Officers / users regarding quality of service including quality of vehicles provided by the Travel Agencies periodically as a result of which there may not be equitable distribution of vehicles to all the empaneled Agencies at any time during the period of contract.

10. PROVISION OF GPRS SYSTEM:

All the vehicles to be deployed by the Travel Agencies have to be fitted with GPRS system for central monitoring and feedback about movement of the vehicles at Head Qrs. office, OPTCL. **Vehicles to be deployed on monthly hiring basis must be fitted with GPRS system.** Bidders are supposed to quote price accordingly without any extra cost for such provision.

11. PERIOD OF CONTRACT

The period of contract is initially for a period of **02(two)** years from the date of placement of order. On successful completion of the contract, if OPTCL/GRIDCO desires, the contract period can be extended for further period under existing price and terms & conditions subject to satisfactory performance and on mutual consent of the parties.

11.1 The company reserves the right to terminate the contract without assigning any reason thereof, at any time during the pendency of the contract by giving **30 days notice** of its intention to do so. In the event of any such termination of the contract, the Travel Agent shall only be entitled for the amount for services actually provided under the contract till the termination of contract, subject to deductions, if any, under the terms of contract. No other claims can be allowed or considered.

11.2 In case of persistent breach of the contract or unsatisfactory services by the Agency, OPTCL/GRIDCO reserves the right to terminate the contract along with forfeiture of Security Deposit and may also blacklist the Agency for participation in future tenders.

12. SUPPLY OF VEHICLES / LIABILITIES:

- (i) The vehicles to be provided on regular monthly/daily charges basis are required to be in service/operation for a minimum of 25 days in a month @ **12 hours per day** including Sundays and Holidays and shall operate as per time schedule and instruction of Officer-in-Charge or allotted Officer. If engagement of the vehicle is less than 6 hours per day, payment shall be made 50% of the per day charges.
- (ii) During any working days if the allotted officer does not avail the allotted vehicle, the same vehicle must report to Officer in-charge and may also be asked to perform duty otherwise required by OPTCL/GRIDCO.
- (iii) Vehicle engaged on monthly basis can be allowed maximum of 3 days in a month for maintenance and servicing purpose with prior permission from the employer. Otherwise deduction from monthly hire charges shall be made on pro- rata basis.
- (iv) The engaged vehicles are required to be kept in good running condition for the whole contract period and shall operate as per time schedule and as per the instruction of officer to whom the vehicle is allotted. The vehicle should be kept with sufficient stock of fuel.

Generally changes of Vehicle or Driver by the Travel Agency shall not be accepted. However, in the event of breakdown or for reasons whatsoever, the Travel Agency shall provide another Vehicle of equivalent or higher category without additional cost. Further, if the Driver of the Vehicle is physically unfit to drive or has some personal work which is un-avoidable, replacement of Driver by the Travel Agency shall be acceptable. But in both the occasions, prior intimation should be given by the Travel Agency to the Officer In-charge of Transport Branch and concerned allotted Officer as well. The allotted vehicle should not also be engaged in any other place during the contract period.

- (v) No Hired Vehicle shall be allowed to be parked in the Office premises during night.
- (vi) In day time, Hired Vehicles shall be parked at the designated space of the respective location. Random parking of Hired Vehicles in the Office premises is strictly prohibited.
- (vii) During the course of parking of Hired Vehicles in the Office premises, if any damages / loss occurred to the Vehicle(s), OPTCL is no way responsible to compensate the cost of the said loss or damages.
- (viii) All valid documents of the vehicle like R.C. books, 1st Party Insurance Certificate, Road Permits, Fitness Certificate, Pollution certificate, Gate pass etc. are to be kept in up dated condition and should be available with the concerned driver of the vehicle.

Any fine/compensation levied/imposed by Statutory Authority due to want of any document, will be borne by the Agency.

- (ix) Cost of Spare parts, repair & maintenance charges of the vehicle will be borne by the Agency.
- (x) If any vehicle is sent to garage for repair / fuel tank for re-filling, the Agency cannot claim any amount involved for these empty trips as well as the time for the purpose.
- (xi) The Travel Agency/Firm shall make regular and full payment of all wages and allowance to the drivers engaged by it.
- (xii) The Agency/Firm should maintain proper records of the drivers' details, attendance and payment made to them and such records should be made available to the OPTCL/GRIDCO or any Statutory Authority for scrutiny as and when required. The Agency shall be responsible for all sorts of statutory payment to the staff employed by it.
- (xi) The drivers provided by the Travel Agency should be :
 - a) Well behaved, gentle, obedient in nature and free from bad habits of any type of intoxication like smoking, chewing tobacco etc.
 - b) He should possess valid appropriate Vehicle Driving License (Transport) with sufficient experience in driving transport passenger vehicle. He must have all the relevant papers of the vehicle in original for producing the same before the law enforcing Authority as and when required. Inability to produce relevant records, documents at the time of need will be treated as disqualification and it may lead to termination of contract.
 - c) The Travel agency would provide drivers with a Mobile Phone and talk time at it's own cost and intimate the said phone number to the concerned allotted Officer and Officer In-charge of Transport Branch in order to facilitate contact with the concerned Driver.
 - d) The drivers engaged by the Agency should be well versed with the roads / routes and traffic regulations in Bhubaneswar. The driver should have at least 3 years of driving experience in Bhubaneswar and well acquainted on the roads within the State of Odisha.
 - e) The Agency shall be required to change / replace the driver(s) in case found unsuitable for the purpose with due approval from Officer-in-charge, Transport, OPTCL.
 - f) The driver(s) should extend all normal courtesy (such as greeting, opening/closing door etc.) towards the user Officer(s) and should present themselves for duty in a neat and clean appearance.

Apart from above, the Travel Agency shall ensure that the Driver of the Hired Vehicle has to reach at the door step or in the location as per instruction/requirement of the allotted Officer.

- (xii) In case of non-fulfilment of any obligations under the contract or law, OPTCL/GRIDCO, reserves the rights to withhold payments due to the Agency till compliance of the same.
- (xiii) During the contract period, any damage / loss caused to the Hired Vehicle or loss of life / injury made to any person or to any property while in OPTCL duty, the Travel Agency is

wholly responsible to compensate the loss or resolve the issue. The OPTCL shall not be responsible to compensate the same.

- (xiv) The Agency shall provide first-aid box with all recommended medicines, one 3-cell torch, 2 umbrellas, one set of required spanner, other T&P items in the vehicle and shall verify the usability of the same regularly.
- (xv) Both front and back seats should be equipped with seat belts.
- (xvi) In case the speedometer of the vehicles does not function for a specific period, the distance covered by the vehicle for any purpose shall be assessed by the Officer of OPTCL/GRIDCO to whom the vehicle is attached, whose decision shall be final and binding. The Agency shall arrange to repair / replace the speedometer within 24 hour of such failure.
- (xvii) If the performance of the Driver is un-satisfactory or any mechanical trouble detected during running of the Vehicle, as reported by the allotted Officer, the Travel Agency is responsible to replace the same immediately without hampering official work. If positive response is not received from the Travel Agency to resolve the issue within a day, the OPTCL reserves the right to reject its contract without assigning any further reasons thereof.
- (xviii) In the event of lease vehicle provide by the Travel Agency, the copy of the agreement made with owners of the Vehicle should be submitted with self-attestation.
- (xix) The agency must have round the clock telephone / mobile facility, so that it can be contacted at any time during emergency.
- (xx) It is the responsibility of the Agency to comply with all statutory regulations of Govt. of India / Govt. of Odisha, for the time being in force, for operation of the hired vehicles during the entire course of contract.
- (xxi) The police / court case (Legal disputes) in respect to hired vehicle during the period of engagement will be at the risk and cost of the Travel Agency.

13. PRICE REDUCTION :

- (i) For the regular monthly vehicles to be provided on fixed daily charges basis, the vehicles shall remain in service for a minimum of 12 Hrs. duty. In case of break down, maintenance / repair or any other cause for which the vehicle could not be engaged, the Agency shall provide an equally good vehicle immediately, failing which, the company will treat the vehicle not on job for the aforesaid period **and there will be price reduction of Rs.500/-**(Rupees Five hundred) only in addition to the daily hire charges for that day / for each day of absence period, without prejudice to any other rights under the contract to which it may be entitled including termination and consequences.

For the vehicles to be provided on as and when required basis, if the Travel Agency fails to provide the vehicle, the OPTCL/GRIDCO reserves the right to get another hired vehicle from other empaneled Agency and recover **Rs.500.00** (Rupees Five hundred) on the defaulting Agency and without prejudice to the liability for termination, forfeiture of security deposits and other consequences.

- (ii) The contract is liable for rejection if the price reduction (~~penalty~~) in accordance with the above Clause- 10 (i), is imposed on the Agency for 4(Four) times in a month.
- (iii) Further hiring charges for the period will be reduced from monthly bill of the concerned Travel Agency/Firm in case of engagement of vehicles of non-eligible age or non-commercial vehicles, on intimation from the allotted Officer.

Vehicles with private registration number are strictly disallowed.

14. USE OF VEHICLE

The vehicles to be provided on fixed monthly/daily charges basis, shall be exclusively used for OPTCL/GRIDCO, during the period of contract as per directions of Officer-in-charge / Officer to whom the vehicle is attached(User) and shall not be deployed for other works. Vehicles engaged on monthly basis will be fixed with sticker as “ON OPTCL DUTY”.

The Agency should be prepared to send the vehicle to any place within the state of Odisha as per requirement of the allotted Officer / Officer-in-charge, Transport branch.

During the contract period, if any of the vehicle is seized or requisitioned by Govt. Authorities for non-compliance of relevant act / statutory requirement etc. or for any reason, the Agency have to provide alternative vehicle without any loss of time. Otherwise Price Reduction (penalty) as per clause No.10 (i.e. Price Reduction (penalty) will be levied and recovered from the Travel Agency.

MAINTENANCE OF LOG BOOK

1. Every Driver of the Hired Vehicle should be provided with Log Book by the Travel Agency as per prescribed format of the OPTCL.
2. Concerned Officer has to record the Kilometer Reading in the Log Book at the starting and ending point as per actual figure reflected in the Speedometer of the Vehicle with his / her signature for each journey.
3. As the hired vehicles are being kept under the custody of the Travel Agency, the Kilometre reading and time shall start from the place of reporting or the residence of the Allotted Officer and shall end at the place of dropping or the residence of the officer as the case may be.
4. Log book shall be maintained by the driver on day to day basis and he should obtain the signature of the user regularly.
5. The Log Book and Duty slips if any, have to be submitted in original along with the bill with due signature of the officer utilizing the vehicle.
6. Overwriting on the duty slip as well as on the Bill shall not be accepted.

However, in case of using Hired Vehicle by Directors / C.G.Ms, their Sr. P.S / P.S / P.A / Steno are authorized to record the Kilometer reading in the Log Book / Duty Slip and sign the same.

15. PROTECTION OF WORKMEN

The travel agencies shall be liable to fully indemnify OPTCL/GRIDCO for payment of compensation under Workmen Compensation Act. VII of 1923 on account of the workmen employed by the travel agencies for the said contract and full amount of compensation paid by OPTCL / GRIDCO., if any, will be recovered from the Travel Agencies.

The successful bidder shall have to comply with provisions of all applicable Acts, Rules and Regulations (such as The Minimum wages Act, 1948, The Employees Provident Funds & Miscellaneous Provisions Act, 1952 & The Employees Pension Scheme, 1995 etc.) as applicable to their employees from time to time. OPTCL/GRIDCO is in no way responsible to this effect.

The Agency shall be solely and exclusively responsible for engaging or employing Drivers. All employees engaged by the Agency shall be on its pay roll and be paid by them. The company will have no liability what so ever concerning the employees of the Agency or of the owners of the vehicle. The Agency shall indemnify OPTCL against all loss or damage arising out of or in the course of his employing persons or out of his relations with his employees. The Agency shall make regular and full payment of all wages and allowances to its workers/employees. The Agency shall be directly responsible for any disputes arising between it and its employees and keep the Officer-in-Charge indemnified against losses, damages or claims arising thereof including any workmen`s compensation etc.

In case of non-fulfilment of any obligations under the contract or law, the Officer-in-Charge reserves the right to withheld payments due to the Agency.

16. STATUTORY LAWS

- a. The Agency shall comply with all relevant Rules & Regulations of Motor Vehicle Act applicable at present and may be enforced from time to time.
- b. The Agency will comply all statutory applicable laws and keep OPTCL/GRIDCO informed about any amendment of law time to time.
- c. The vehicles should have commercial registration with insurance coverage. The vehicle should have all valid documents like R.C.books, Insurance Certificate, Permits, Pollution certificate etc. in up-date condition.

17. NIGHT PARKING

Night Parking shall be arranged by the Agency. However, parking place should be conveniently located and the driver should be available at any time whenever required.

18. SAFTEY/SECURITY

The safety/security of the vehicle at any time of the day/night during the period of hiring shall be the responsibility of the Agency.

19. PAYING OFFICER

DDO, Hqrs., OPTCL / DDO, GRIDCO, Bhubaneswar, as the case may be, is the paying officer for vehicle hire charges.

20. OFFICER-IN-CHARGE

Sr.General Manager (Mechanical) I/c., Transport, OPTCL is Officer- In-Charge of Vehicles.

21. JURISDICTION OF COURT

Suits if any arising out of this contract shall be subject to jurisdiction of the Courts at Bhubaneswar, District- Khorda, Odisha, to the exclusion of all other Courts.

**SENIOR GENERAL MANAGER (CPC)
OPTCL**

SECTION - III
[LIST OF ANNEXURES]

The following schedules and proforma are annexed to this specification and contained in Section-III as referred to in the relevant clauses.

1	Declaration form	
2	Checklist of documents submitted	
3	Detail Information of commercial vehicles under custody	ANNEXURE-I
4	Undertaking to provide good condition commercial vehicle	ANNEXURE-II
5	Affidavit declaring that Agency has not been debarred	ANNEXURE-III
6	Undertaking regarding engagement of vehicles not belonging to any employee of the OPTCL/GRIDCO	ANNEXURE-IV
7	INDEMNITY BOND	ANNEXURE-V

DECLARATION FORM

(TENDER CALL NOTICE NO: -OPTCL/CPC/46/2022-23)

To

The Sr.General Manager, CPC
Odisha Power Transmission Corporation Ltd.,
Bhubaneswar-751022.

Sir,

We have gone through the above specifications together with general terms and conditions therein.

1. I/We having the following organization profile pertaining to our Travel Agency / firm, hereby offer to provide hired AC/Non-AC Light commercial vehicles (not more than 3 years old from the date of initial registration) to OPTCL and GRIDCO Corporate Office, as per the terms and conditions mentioned in this tender document and at the rates entered in the attached contract schedule of prices in the tender.

- i) Name of Travel Agency/Firm _____.
- ii) Regd. Address _____
- iii) Address of Office at Bhubaneswar _____
- iv) Number of Branches in Odisha if any (Please mention place and location)

- v) Name of authorized signatory (in block letters): _____
- vi) Specimen signature of authorized signatory:- _____
- vii) Telephone /Mobile No. of authorized signatory of Firm: _____
- viii) Email Address of firm: _____
- ix) Contact Person's
 - a) Name & Design. _____
 - b) Tel No. Landline _____ Mobile _____
 - c) Email ID _____
- x) Type of Firm: Proprietorship /Private Ltd. / Public. / Cooperative/ NGO / PSU
- xi) Bank Account Number with Branch and name of Bank

- xii) Registration no. of the Firm/Company: _____
- xiii) PAN No.: _____
- xiv) GST Regn. No : _____
- xv) Annual Turnover for the last 3 financial years:
In Indian Rupees.
2019-20 _____, 2020-21 _____, 2021-22 _____

2. I/We do hereby undertake to attend the job within the time specified in the tender.
3. I/We do certify to have submitted the bid electronically by remitting online towards the cost of the tender document vide acknowledgement No._____.
4. I/We do hereby declare that, I/We am/are submitting this tender electronically after going through the complete set of Tender documents and accept all the terms and conditions of the Tender.
5. I/We do declare that, the documents submitted for the tender are true, correct and authenticated. We also undertake that if any of the information found false, our offer against the tender will be rejected and any action as deemed proper by OPTCL may be taken against us.
6. In the event of Tender, being decided in *my/our favour, * I/We agree to furnish the security deposit in the manner, acceptable to ODISHA POWER TRANSMISSION CORPORATION LTD., as per clause-07 of section-I of this specification within 15 days of issue of empanelment order/ vehicle allotment order, failing which *I/We clearly understand that the said empanelment order/ vehicle allotment order will be liable to be withdrawn by the employer, and the EMD deposited by us shall be forfeited by OPTCL.

Signed this

day of

2023

Yours faithfully

SIGNATURE OF THE TENDERER WITH SEAL

[This form should be dully filled up by the tenderer and uploaded at the time of submission of tender.]

* (Strikeout whichever is not applicable).

**(Tenderer has to fill up this format (excel sheet) available under
Techno-commercial Bid of e-Tender)**

**PROVIDING HIRED COMMERCIAL AC / NON-AC VEHICLES TO CORPORATE
OFFICE , OPTCL & GRIDCO, BHUBANESWAR.
TENDER CALL NOTICE NO:-OPTCL/ CPC/46/2022-23**

Mark where necessary (YES / NO)

Sl. No.	Documents	Yes	No
1.	Proof regarding registration with Govt. Authority		
2.	Copy of GST Registration Certificate (Mandatory in case of a Company)		
3.	Copy of latest GST annual return for FY 2020-21 (If GST Regd).		
3(a)	Whether GST shall be on the basis of Reverse Charge Mechanism (i.e. 5%)		
3(b)	Whether GST shall be on the basis of Forward Charge Mechanism (i.e. 12%)		
4.	Copy of Income Tax PAN Card (in the name of Travel Agency/Firm or in the name of proprietor).		
5.	Proof of having minimum 20 nos. of light commercial vehicles under custody in shape of Agreement with the vehicle owners or Affidavit. List as per format in Annexure-I .		
6.	Undertaking to provide good condition commercial vehicles not more than 3 years old from the date of initial registration as per format at Annexure-II		
7.	Audited Accounts/ CA certificate for last 3 Financial years ending 31.03.2022 in support of annual average turnover from vehicle hire charges (i.e. 2019-20, 2020-21 & 2021-22).		
8.	Proof regarding provision of at least 10(ten) nos. vehicles to any Govt./PSU for a continuous period of last 24 (twenty four) months.		
9.	Declaration form.		
10.	An affidavit declaring that Agency has not been debarred, disqualified or black listed by any Govt./PSU client as per the specimen format enclosed at Annexure-III		
11.	Undertaking regarding engagement of vehicles not belonging to any employee of OPTCL / GRIDCO or his/her spouse / children in the Tender as per the specified format at Annexure-IV .		
12.	Current Landline telephone / electricity bill for proof of having Local Office at Bhubaneswar .		
13.	Submission of Cost of Tender paper, through e-payment gateway of tender wizard for Rs._____/ - and uploading the scanned copy of the receipt acknowledgement with Techno-commercial bid of e-Tender.		
14.	Copy of Income Tax return of the agency / firm for last two F.Y.		

N.B.- *The bidders are required to examine the specifications thoroughly before submitting the e-tender. Attention of the bidders is specially drawn to ‘Instruction to Tenderers’ which if not complied, will lead to the rejection of tender.*

ANNEXURE-I

Detail Information of commercial vehicles under custody of Travel Agency including own vehicles.

(Vehicles should not be more than 3(three) years old from the date of initial registration)

Sl. No.	Types of Vehicles (Make and Model)	Vehicle registration No.	Year of manufacturing And type of fuel Petrol/Diesel	Date of initial registration	Validity of commercial registration
<u>OWN Vehicles</u>					
1					
2.					
3					
4					
5					
6.					
7					
8					
9.					
10.					
<u>Vehicles of other owners</u>					
1.					
2.					
3.					
4.					
5.					
6					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15					
16.					
17					
18					
19					
20					

NB : 1. Bidder must furnish detail information of minimum 20(twenty) nos. commercial vehicles (not more than 3 years old).

22. Travel Agency having more nos. of own commercial vehicles would be given more weightage.

Undertaking to provide good condition commercial vehicle of all categories as mentioned in Clause-8.3 to OPTCL/GRIDCO.

I / We do hereby undertake that my / our Travel Agency / firm shall provide good condition commercial vehicles to OPTCL and GRIDCO Corporate Office, Bhubaneswar which would not be more than 3(three) years old from the date of initial registration as per terms and conditions of the tender.

I / We do hereby further unconditionally undertake that my /our Travel Agency / firm shall provide all categories of light commercial vehicles as mentioned in Clause-2.3 to OPTCL and GRIDCO Corporate Office, Bhubaneswar from time to time as per requirement by the Corporation.

In the event of failure to provide vehicle in time, I will pay the penalty as may be imposed by the authorities of Corporation.

Name, Seal & Signature of Bidder

SPECIMEN FORMAT

Affidavit declaring that Agency has not been debarred, disqualified or black listed by any Govt./PSU client

(To be executed on a Stamp paper of appropriate Value)

I/We,.....S/O.....(mention all the names if there are two or more nos. of proprietors), proprietor(s) of M/s.....(The Agency) Bearing PAN No.....located at(Complete Address of the Agency) hereby undertake that the Agency M/s..... and proprietor(s) have not been blacklisted/debarred in the past by any Government/PSU/Private Institution from participating in any of the tender.

Also, I/We undertake that there is no vigilance/CBI/Police case pending against M/s.....and proprietor(s) of M/s.....

The facts stated above are true to the best of my/our knowledge. I/We also understand that if any of the information found false, my/our offer against Tender call Notice No.- will be rejected and any action as deemed proper by Odisha Power Transmission Corporation Ltd. may be taken against me/us.

WITNESS 1

Signature(s) of the Proprietor(s) with Name(s)

Signature.....

Name.....

WITNESS 2

Signature.....

Name.....

Undertaking regarding engagement of vehicles not belonging to any employee of the OPTCL/GRIDCO in the Tender.

I / We hereby undertake that none of the vehicles to be engaged in OPTCL / GRIDCO Hqrs. Office by my Agency belongs to any employee of OPTCL / GRIDCO or his / her spouse/children. In case the statement is found incorrect, I shall be liable to penal and legal action as warranted under rules.

Name, Seal & Signature of Bidder

INDEMNITY BOND

(To be furnished in Stamp paper as per Stamp Act)
(Stamp Paper should be purchased in the name of the SELLER/ INDEMNIFIER)
(At present not less than Rs.100/- Stamp Paper)

This deed of Indemnity is executed by M/s..... (hereinafter referred to as '**Indemnifier**' which expression shall, unless repugnant to the context or meaning thereof, include its heirs, successors, administrators, representative and assignees) **in favour of** M/s..... (OPTCL/GRIDCO) (hereinafter referred to as '**Indemnified**' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assignees).

Whereas, the **Indemnified** herein has awarded to the **Indemnifier** herein an Order/ Letter of Award/ notification of Award No..... dt..... for the supply of By the **Indemnifier** on terms and conditions set out interalia in the Tender Document/Notification of Award/ Letter of Award No..... of the **Indemnified**.

And whereas, clauses of the mentioned order/ Tender Document and letter of Award No.....Dt..... mandates/provides for the Indemnifier herein to indemnify the **Indemnified (OPTCL/GRIDCO)** from any loss, damage to its properties and employees or any claim against the **Indemnified** arising out of the said Tender Document, letter of Award, Notification of Award as the case may be, by providing an Indemnity Bond in favour of **Indemnified**.

Now therefore this deed of indemnity witnesseth as below.

The **Indemnifier** hereby irrevocably binds itself to the Indemnified to indemnify the **Indemnified**, without any demur or reservation in the event the **Indemnified**, suffers any loss or damage to its properties and employees and/or in the event any claim arises against the **Indemnified** its properties and employees from out of any act of any vehicle any Driver and/or any owner of any vehicle which is provided by the **Indemnifier** on hire to the **Indemnified** and from any claim arising out of any action/inaction of the **indemnifier** in relation to the said Tender Document/ Notification of Award/ Letter of Award No..... dt.....of the **Indemnified**. The **Indemnifier** also further binds itself to the **Indemnified** to indemnify the **Indemnified** immediately after the occurrence of any such claim or loss or damage within a period of 30 days from the date of such occurrence but no further.

Executed this.....the day of.....20.....at.....

For.....
(Signature with Name and Designation)
Indemnifier

Station:
Date:

Company Seal

Witness:

1.....
Signature with Name, Designation & Address

2.....
Signature with Name, Designation & Address



ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

REGD.OFFICE: JANPATH, BHUBANESWAR – 751 022.

CIN: U40102OR2004SGC007553

Website: www.optcl.co.in

PART-II

PRICE SCHEDULE

PRICE:

- i) Bidders are requested to quote-'FIRM' Price. No deviation from **FIRM PRICE** will be entertained.
- ii) Bidders are required to quote unit taxable price excluding GST in the price bid sheet.
- iii) Bidders are required to quote the unit taxable price towards monthly hire charges not higher than the below stipulated price.

Sl	Type of vehicle	Maximum hire charges (Unit taxable price) per month excluding taxes in Rs.
1	AC Tata Bolt/Tiago/ Maruti Celerio/WagonR/ Hyundai i10 or equivalent for pool vehicle.	20,000.00
2	AC TATA Tigor/Zest / Maruti Swift Dzire/Hyundai Xcent/Toyota Etios or equivalent	26,000.00
3	AC Tata Sumo/ Mahindra Bolero/TUV 300/Maruti Ertiga or equivalent.	31,000.00
4	AC Honda City/Maruti Ciaz or equivalent	30,000.00
5	AC Mahindra SCORPIO / Creta/Marazzo or equivalent	37,000.00
6	ACToyota Innova/Hexa/XUV 500 or equivalent	42,000.00
7	AC Mini Bus (30 - 32 Seater)	85,000.00

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