



**HIMACHAL PRADESH ELECTRICITY REGULATORY  
COMMISSION**

Vidyut Aayog Bhawan, Block No.37, SDA Complex, Kasumpti, Shimla-171009

Tel No.0177-2621003 & 2627907 Fax.No.0177-2627162

E-mail: [secy-hperc@hp.gov.in](mailto:secy-hperc@hp.gov.in)

Website:<http://www.hperc.org>

**HPERC- Tender(Vehicle)-**

**Date 3/3/2023**

**PUBLIC NOTICE**

**Subject: TENDER NOTICE FOR INVITING QUOTATIONS FOR HIRING VEHICLES FOR THE FORUM OF REGULATORS (FOR) MEETING TO BE HELD W.E.F. 17.4.2023 TO 19.4.2023 AT DHARAMSHALA DISTRICT KANGRA HP.**

Sealed tenders are invited from reputed service providers by the Office of the Secretary, Himachal Pradesh Electricity Regulatory Commission(HPERC) for hiring new & good conditioned vehicles along with uniformed drivers as per the requirements for the FOR Meeting to be held from 17<sup>th</sup> April to 19<sup>th</sup> April, 2023 at Dharamshala District Kangra HP. Interested Travel Agencies/firms/Taxi Providers with the experience of handling such event of similar nature and also willing to comply with the terms and conditions as mentioned in the tender notice may submit their bids in a sealed cover to the office of the Secretary, HP Electricity Regulatory Commission Shimla-171009 on or before 2.00 PM on 20.3.2023.

The Tender Document is available on the HPERC's Website [www.hperc.org](http://www.hperc.org).

**By order of the Commission**

**Place: Shimla**

**Dated: 3.3.2023**

**sd/-**

**(Maneesh Mahajan)**

**Executive Director (Tech.)**



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1. The detail of the vehicles required is as under:

Sl. No.	Category of the vehicle	No. of vehicles required	No. of days for which vehicles are to be provided	Minimum Cumulative distance for 3 days in KM for each vehicle
1.	Toyota Innova/Innova Crysta or equivalent	35 vehicles & 5 in Stand By Position	3 days 17.4.2023 to 19.4.2023	300 KMs.

**Note: The No. of vehicles may vary (+ 10%) depending on the actual requirement.**

The interested taxi providers who comply with the following technical conditions and are also willing to comply with the other terms & conditions annexed to this notice should submit separate sealed envelopes clearly mentioning Envelope No. 1 Technical bid and Envelope No. 2 Financial bid. Both these sealed covers shall be put in a bigger cover duly super scribed with “Tender for Hiring of vehicles for FOR Meeting” addressed to the Secretary, Himachal Electricity Regulatory Commission, Shimla-171009.

The bids must reach in the office of the Secretary, Himachal Pradesh Electricity Regulatory Commission, Shimla-171009 up to 2.00 PM on dated 20.3.2023 and shall be opened on the same day at 3.30 PM by the Committee in the presence of intending tenderers or their representatives who may wish to be present. The tenders received after due date & time due to any reason including postal delay etc. shall not be accepted.

The vehicles offered for services may also be required to be shown for inspection to find out actual condition thereof. Technical bids offered by the bidders who cannot provide the entire number of vehicles along with drivers as mentioned above shall also be rejected.

The Commission reserves the right to reject all or any of the offers without assigning any reason thereof.

**TERMS AND CONDITIONS:**

**1. Criteria for Evaluation of bids**

**(A) Evaluation of Technical Bid:-**

- i) Technical bid will be opened in the first stage and be evaluated as per eligibility criteria specified in the tender document.**
- ii) The bidder should have the PAN No./GST No./Aadhar No. and should attach self-certified copies of the same.**
- iii) The bidders should be duly registered with concerned Central/State government authorities and be a well established Taxi agency/firm with sufficient number of vehicles enrolled and having commercial registration numbers. Self attested photocopies of RCs of vehicles should be attached with the Technical Bid as required in the Technical bid form Annexure-I**
- iv) The bidder will be required to deposit earnest money of Rs. 5000/- in the shape of bank draft payable at Shimla in favour of the Secretary, HP Electricity Regulatory Commission, Shimla-9 alongwith the Technical bid.**

**(B) Evaluation of Financial Bid:**

- i) **The financial bids will be opened only in respect of those firms/bidders which meet the Technical Bid criteria mentioned above. The Committee will consider the financial bids of only those bidders who have been declared eligible after technical evaluation.**
  - ii) **Three day charges/rates of providing vehicle with driver should be clearly mentioned. Extra charges over and above 300 Kms shall be paid per KM at the quoted rates**
  - iii) **Contract shall be awarded to the lowest bidder L-1. However, the Commission reserves the right to reject the tender without assigning any reason & also reserves the right to negotiate with the lowest bidder L-1.**
- 2 **The rates should be filled in carefully after considering all aspects of work and terms and conditions of the tender. No request for change on account of variation in rates or terms and conditions of the tender/ contract shall be entertained on the ground that the bidder had not understood the terms and conditions for Hiring of Vehicles/ taxies for the FOR Meeting,**
  3. **The rate for hiring of Vehicles/taxies must be quoted both in words and figures. If there is variation between the rates quoted in figure and in words, only the rates quoted in words shall be considered.**
  4. **Any overwriting in the financial bid should be avoided. In case of a mistake, the correction should be signed in full by the bidder or his authorized signatory.**
  5. **The Commission shall not be responsible for any Challan, loss, damage and accident to the vehicle or any other vehicle or injury to anybody. In case of any accident; the entire claim arising out of it shall be met by the agency/firm/bidder.**
  6. **The bidder would ensure that all drivers' must have valid driving licenses and be well versed with hill driving. They must follow the traffic rules and all other regulations prescribed by the government from time to time. All documents (RC, Certificate, fitness certificate, insurance, permit etc.) related to a particular vehicle should be available/kept in that vehicle.**
  7. **The Vehicle should be available from 8.00 AM to 10.00 PM and all drivers along with vehicles shall report for duty on given date, time and designated location(s) (preferably Gaggal airport, Chandigarh) to be intimated at the time of award of work to the successful bidder.**

8. Drivers should be well behaved and be provided with an operational mobile phone at all times. All drivers should wear neat and clean uniforms.
9. There should be at least two sets of white covers, towels and napkins. It should be changed regularly so as to keep the vehicle clean and odour free at all the times. There should be an air spray in every vehicle. It shall be mandatory to keep Bisleri water bottles in each vehicle. The items mentioned shall be made available at the cost of the owner of the firm/ bidder.
10. Any change in the driver of a particular vehicle should be with the prior approval of Liaison officer appointed in this behalf by the Commission,
11. The vehicle should be of latest Model and not older than 3 years and also in good running condition. In case the condition of the vehicle is not found to be satisfactory, it shall be returned for immediate replacement. In case replacement is provided on time or any other delay, a daily penalty of Rs. 1000/- per vehicle shall be levied and the Commission has right to hire a similar vehicle from the market and the cost incurred has to be borne by the agency/firm/bidder.
12. The vehicle offered for services by successful bidder may also be required to be shown for inspection to find out actual condition thereof. The date(s), time and place(s) of inspection of vehicle will be intimated separately.
13. A daily record indicating time, place and mileage for each vehicle shall be maintained by the driver in a log book in the given prescribed format and this log book shall be submitted to the Commission.
14. The parking fees wherever applicable, will be initially paid by the bidder and same will be reimbursed as per actual.
15. The bidder must comply with all the provisions under the extant rules and regulations etc. notified by the Transport department and all the order, circulars and instructions issued by the competent authority.
16. It is obligatory for the agency/firm/bidder that drivers are paid not less than minimum wages prescribed under minimum wages Act notified by the Government from time to time,
17. Earnest Money deposit of the unsuccessful bidders shall be returned within 7 days after the date of finalization of the bid. The EMD of successful bidder will be refunded/returned only after depositing the required Performance Security Money.

18. **The successful bidder shall have to deposit Performance Security Money of Rs. 50000/-(fifty thousand) only in the shape of Demand Draft in favour of the Secretary, Himachal Pradesh Electricity Regulatory Commission, Shimla-171009.**
19. **Tenderer whose tender is accepted shall be required to appear at the Commission at Shimla-171009 in person or if tenderer is a firm/company then a duly authorized representative shall so appear and shall enter into agreement with the Secretary, Himachal Pradesh Electricity Regulatory Commission within 3 days from the date of issue of communication from the Commission. Failure to do so shall constitute a breach of contract.**
20. **The arrangement of boarding and lodging of drivers will be made by the Contractor /bidder at his own cost.**
21. **In case of any dispute, the decision of the Commission shall be final and binding.**

**Sd/-**

**(Maneesh Mahajan)**

**Executive Director (Tech)**

**HPERC Shimla-1710099**

**Annexure-I**

**Technical bid for providing vehicles:-**

1.	Name of Tenderer/Bidder	
2.	Address	
3.	Mobile No.	
4.	PAN No./GST (enclose self-attested copy)	
5.	Aadhar Card(enclose self attested copy)	
6.	Name of Vehicles	
7.	Vehicle Model No.	
8.	Year of Manufacture	
9	RC book No. of vehicles (enclose self attested photocopies )	
10.	Kms. run by the vehicle upto the date of submission of tender	
	Detail of Earnest Money	
	(i) Name of Bank	
	(ii) B.D No. & Date	
	(iii) Amount Rs.	

I/we certify that the information furnished above is true and correct to the best of my/our knowledge. I /we have read and understood the terms and conditions stipulated in the tender and I/we accept the terms & conditions fully.

**(Signature of the Tenderer)**

**Annexure-II**

**Financial Bid for providing Vehicle**

1.	<b>Name of Tenderer/Bidder</b>	
2.	<b>Address</b>	
3.	<b>Mobile No.</b>	
4.	<b>Rate for 3days for cumulative 250Kms inclusive of all charges such as petrol /salary of Driver with boarding lodging etc. Toyota Innova/ Crysta or equivalent</b>	<b>Amount in Rs.</b>
		<b>Rs.(in figure):</b>
		<b>Rs.( In words)</b>
5.	<b>Extra charges per Kilo meter in case the vehicle is used for more than 300 Kms</b>	<b>Rs.(in figure)</b>
		<b>(In words)</b>
6.	<b>Charges for Standby Vehicles</b>	<b>Rs.(in figure)</b>
		<b>(In words)</b>
7.	<b>GST</b>	
8.	<b>Extra Claim Charges, if any</b>	

**It is certified that I/we have quoted the above rate after reading and understanding the terms and conditions stipulated in the tender.**

**(Signature of the Tenderer)**



