



संयुक्त विद्युत विनियामक आयोग
(गोवा राज्य और संघ राज्य क्षेत्र)
JOINT ELECTRICITY REGULATORY COMMISSION
(For the State of Goa and Union Territories)

Tender Notice for Hiring of Car

Joint Electricity Regulatory Commission (JERC) a statutory body constituted under an Act of Parliament invites bids from interested Companies/Firms/Individuals (hereinafter referred to as “Bidder”) located within the National Capital Territory of Delhi/ National Capital region, in sealed cover for hiring of 01(One) Car, as detailed below and the successful bidder hereinafter referred to as “Service provider”.

Sl. No	Make and Model of the Car	Variant	Colour	Quantity
1.	Brand new, Maruti Suzuki Ciaz, complete with all fitments and accessories as provided by the manufacturer, seat covers, 7D floor mats, fire extinguisher, perfume and other common accessories etc.	Smart Hybrid Alpha	Metallic Premium Silver	1 No.

The Commission intends to hire the car initially for a period of 02 (two) years. The contract period may be, at the discretion of the Commission, extended beyond two years also wholly depending upon the conduct &/ performance of the service provider and the condition of the vehicle. However, the Commission may at its discretion reduce the period of engagement in case the performance of the service provider and condition of the car is not found to the satisfaction of the Commission or due to any other factors arising unpredictably which in the wisdom of the Commission need termination of the contract.

The rates approved will remain fixed for the contract period irrespective of any changes or increase / decrease of prices of fuels or any other factors.

Terms and Conditions:-

1. The successful bidder has to provide brand new car of the colour as mentioned above. The manufacturing date of the car should not be more than 30 days old on the date of placing the vehicle for use. The original purchase papers of the manufacturer and other relevant documents shall form the basis of ascertaining the above condition. Any other document as required by the Commission in this regard for its satisfaction shall also be provided by the successful bidder on demand. Commission shall depute one of its official to oversee the purchase of Vehicle to ensure it genuineness.

2. The car shall be parked at the premises of the officer during off days & time, at the risk of the service provider and the parking charges if any shall be borne by the JERC.
3. The bidder must have a valid PAN and GST number and preferably EPF, ESI registration (for the benefit of the driver). Taxes as applicable shall be deducted at source by the Commission. Necessary documents in this regard shall be attached with the bid.
4. The bidder must have registration certificate issued by the concerned RTO, Pollution Certificate, Road permit, fast tag and valid composite Insurance (passengers, driver & third party, etc.) in respect of the vehicle being provided and shall be renewed from time to time as per prescribed Schedule/Rules.
5. The Commission shall make monthly payment to the service provider on production of bill by the service provider supported with details certified by the user in the format prescribed by the Commission in the following month.
6. The service provider shall carry out routine maintenance as per schedule as prescribed by the manufacturer or earlier if required at the workshop of the Authorized Dealers of the manufacturer only. Documentary evidence to this effect shall be provided by service provider to JERC from time to time. All the costs relating to salary of driver, fuel, insurance of the car, all sorts of maintenance, car washing etc. or any other accidental damages and theft of the car from anywhere, penalty imposed due to breaking of rules or damages/ compensation payable to driver & third parties etc. will be borne by the service provider.
7. The service provider shall be required to carry out any special repair/maintenance on demand of the user without demur to remove the defects causing inconvenience to him. Toll tax, Parking fee, if any will be charged by the service provider in the monthly bill against the legible/identifiable receipts of that particular day.
8. In case of non-availability of the car and/ or driver in time at the place desired, amount at double the rate per day as per the contract rate would be deducted. All routine and planned maintenance works shall normally be carried out on "OFF" Days of the vehicle with prior permission of the user.
9. In case of breakdown of the car for reasons whatsoever or during "odd-even" implementation of Govt., replacement by a good condition vehicle of the same or better model shall be provided by the service provider at the same rate for the limited period.
10. Driver provided by the service provider must be acceptable to the user. The Service provider shall replace the driver without demur on being asked by the user to do so as many times as required within shortest possible time but not later than one weeks time.

11. Driver must be obedient, well behaved, nonalcoholic, fit and healthy, remain in decent dress with face mask & hand gloves as essentials (as safety from COVID-19) and must carry a GPS enabled mobile phone in working condition while on duty. The driver deployed by the service provider shall have a valid driving license and shall always carry the necessary original documents like registration paper, license, PUC certificate, insurance, etc. and should also be conversant with the traffic rules/regulations and city roads/routes. The driver should be available as and when required by the Commission. The antecedents of the drivers employed should be got verified by the local Police within 45 to 60 days of placing the vehicle for use. The duplicate key of the vehicle shall be handed over to the user for using in case of necessity like accidental loss of the other key or any other demanding situation.
12. The vehicle must be kept in perfect clean from outside and inside and in hygienic state always, perfect running condition and with clean seat covers, perfume, tissue papers, fire extinguisher, first aid box, hand rub / hand sanitizer etc. The car should be shampoo washed at least once in a week and vacuum cleaned every two weeks.
13. Vehicle should fulfill the norms prescribed by the Govt. of NCT of Delhi and NCR, Deptt. of Transport and other statutory authorities.
14. Any person who is in Government service/Govt. Undertaking or an employee of this Commission or indirectly related to him should not be made partners or even silent partner to the contract by the service provider directly or indirectly in any manner whatsoever. Such connections will lead to termination of the contract without any notice.
15. Interested bidders may submit their bids in sealed envelope as per the details given in Annexure 'A' latest by **20/04/2021 till 14:30** hours addressed to the Secretary, JERC, Plot No. 55-56, 4th floor Udyog Vihar-Phase IV, Sector-18, Gurugram-122015 either in person direct to the addressee against proper receipt or through Registered/Speed Post of Indian Postal Department/ Courier Service only. The quotation / tender shall be opened on the same day i.e. **20/04/2021**, at **15:00** hours in the conference room of the Commission by a duly constituted committee. Interested bidders may, if they so desire, attend themselves or send their representative with authority letter at the time of opening the quotation/tender.
16. The amount quoted in the Bids shall be written in both figures and words.
17. A demand draft of Rs. 15,000/- (Rupees Fifteen Thousand only) in favour of Joint Electricity Regulatory Commission, payable at Gurugram, (Haryana) as Earnest Money deposit shall be submitted along with the bid. The same shall be returned to the unsuccessful bidders after the finalization of the contract without any interest. The successful bidder shall be required to furnish the non-interest-bearing performance security of 2.5% (Two point Five percent) of the annual contract value per vehicle in the form of DD/Bank Guarantee. Bidders registered under MSE/MSME/NSIC/DIC are exempted from submitting EMD. The bidder will not be allowed

to withdraw the tender after the last date and time for submission of the bids. In case the bidder withdraws from the process, the EMD deposited by him will be forfeited. EMD can also be deposited electronically, directly to the bank account of Joint Electricity Regulatory Commission, Punjab National Bank, Overseas Branch, GF Enkay Tower, Udyog Vihar, Gurgaon, Account number 09871131000198 IFCS Code: PUNB0098710.

18. Termination of contract arising out of breach of T&C of the contract by the service provider will attract forfeiture of performance security and additional penalty of 2.5% (Two point Five percent) of annual contract value. In case of any misbehavior by the driver or service provider with the user as well as with other staff of JERC, may be construed as “Misconduct” and can be treated as valid reason for termination of contract under this clause.
19. Either of the parties can terminate the agreement by giving 30 days notice to the other party.
20. In case of non-use of vehicle due to forced majeure situation/conditions like lockdown (like the one that happened post outbreak of COVID-19 in 2020) or similar instances, the fuel charges for the minimum fixed kilometers during the month shall be deducted from the monthly payment of the Service provider. In case of non-use of the vehicle, Commission may also ask the service provider to discharge the Driver from duty/service and then the amount of salary of the driver shall also be deducted from the monthly payment.
21. This office reserves the right to reject any or all the bids or cancel the tender without assigning any reason whatsoever. In case of any confusion in the interpretation of any of the terms and conditions of this bid document and agreement signed thereafter, the interpretation of JERC shall be considered as final and binding. The vehicle shall be placed at the disposal of JERC within 15 days of acceptance of offer given by JERC failing which offer given to the bidder can be cancelled and Earnest Money /Performance Security shall stand forfeited.
22. In case of dispute of any kind in any respect whatsoever, the decision of Competent Authority, JERC shall be final and binding.

Sd/-
(Rakesh Kumar)
Secretary, JERC

PRICE BID

1. Name of the Bidder :
2. Complete Address of the Bidder with proof of address:
3. Telephone Number/ Mobile No. and E-mail ID :
4. PAN with certified copy:
5. GST No. with certified copy :

SI No.	Make/ Model of the vehicle	No. of Vehicle required	Charges for Complete Calendar Month (in Rupees)		Charges for Extra daily Hours during the month (per hour in Rupees)	Extra Charges for the use of vehicle beyond the annual KM limit (in Rupees)
1.	Brand new Maruti Suzuki Ciaz, (Smart Hybrid Alpha), Petrol, BS-VI, Silver Colour, complete with all fitments and accessories as provided by the manufacturer, seat covers, 7D floor mats, fire extinguisher, perfume and other common accessories etc.	01	1200 KM per month (10 hours per day, 6 days a week)			
2500 KM per month (10 hours per day, 6 days a week)						

Note - "GST/TAX (if any) should be quoted extra."

I/ We do hereby undertake that all Terms & Conditions of JERC mentioned in this tender document are acceptable to me/ us and I /we shall abide by them.

Signature of Proprietor/Authorized Person for the bidder
Seal of the bidder

Terms & Conditions:

1. The selection criteria would be the quote for 1200 km only, but the bidder must quote for both the KM category i.e 1200 km and 2500 km.
2. The bidder should quote single rate in the prescribed format for Complete Calendar Month.
3. Bid without EMD of Rs 15,000/- or valid certificate of MSE/MSME/NSIC/DIC will be out rightly rejected.
4. Charges for Extra daily Hours during the month shall be payable to the driver
5. In case of Authorized Signatory, Authorization letter for the bidder should be attached along with copy of PAN and Aadhaar of the both persons.
6. The bidder shall also indicate expected mileage of the vehicle.
7. In case of any confusion in understanding the terms & conditions of this document, the intending bidders may contact Mr. Bhupesh Handa, Sr. Assistant at Mobile No, **9356836147**.