

UJVN Limited
यूजेवीएन लिमिटेड
(A Govt. of Uttarakhand Enterprise)



TENDER DOCUMENT

NIT No.: 04/EE (E&M-SHP)/Dharchula/2025-26.

Name of work: “Hiring of Diesel driven small vehicle Non AC (Bolero or equivalent Model 2024 or above) alongwith driver for 12 months for Executive Engineer (E&M-SHP), UJVN Limited, Dharchula in District Pithoragarh (Uttarakhand)”.

Earnest money: - Rs. 12300.00

Cost of tender Document: - Rs. 295.00 (Including GST)

Date & Time of submission: - 29.09.2024 up to 16:00 Hrs

Date of Opening: - 30.09.2024 at 15:30 Hrs

To be submitted to-
Executive Engineer (E&M-SHP)
UJVN Limited
Dharchula, Pithoragarh


INDEX

S. No.	Particulars	Page No.
1	Cover page	1
2	Index	2
3	Uploading form	3
4	Tender Notice	4
5	Instruction to Tenderers	5-6
6	Agreement Bond on stamp Paper (Non-judicial) worth Rs 100/- with Rs. 1/- revenue stamp affixed	7
7	Validity of Tender from contractor for submission of Tender and Rates	8
8	General Conditions	9-11
9	Special Conditions	12-14
10	Schedule of Quantities and Rates (BOQ)	15
11	No Relation Certificates	16

Standard Form – Uploading of Tender Documents

NIT No.: 04/EE (E&M-SHP)/Dharchula/2025-26

Uploading Requirement		
S. No.	Description	Entry
1	NIT Number	NIT No.: 04/EE (E&M-SHP)/Dharchula/2025-26
2	Name of work	“Hiring of Diesel driven small vehicle Non AC (Bolero or equivalent Model 2024 or above) alongwith driver for 12 months for Executive Engineer (E&M-SHP), UJVN Limited, Dharchula in District Pithoragarh (Uttarakhand)”.
3	Classification (Refer Section-III of Circular)	Vehicle
4	Head (Refer Section-III of Circular)	Vehicle hiring charges: O&M Expenses GL 761390000
5. a	Starting Date for Downloading Tender Documents (dd/mm/yy)	03.09.2025
5. b	Closing Date for Downloading Tender Documents (dd/mm/yy/)	26.09.2025
6. a	Last Date of Submission of Tender Documents (dd/mm/yy)	29.09.2025 up to 16:00 Hrs.
6. b	Opening Date of Tender Documents (dd/mm/yy)	30.09.2025 at 15:30 Hrs.
7	Place (Refer Original Web Based Tendering Manual)	Dharchula, District Pithoragarh.
8	Address of Tender Issuing Office (Refer Original Web Based Tendering Manual)	Executive Engineer (E&M-SHP), Dharchula, Pithoragarh.
9. a	Contact Telephone Number (Land Line)	-
9. b	Contact Telephone Number (Mobile)	9456590519
10.	Email Address of Tender Issuing Office	ucjoshi2@gmail.com

	UJVNL LIMITED H.O.: "UJJWAL", Maharani Bagh, G.M.S. Road, Dehradun-248006 Telephones: 0135-2763808, Fax: 0135-2763508 CIN No. U40101UR2001SGC025866, Website: www.ujvnl.com
	<p align="center">Tender Notice</p> <p>Office of the Executive Engineer (E&M-SHP), Dharchula, invites sealed tenders from interested parties. Brief summary of tender is given below :</p> <p>Tender No. 04/EE (E&M-SHP)/Dharchula/2025-26.</p> <p>Name of work : -Hiring of Diesel driven small vehicle Non AC (Bolero or equivalent Model 2024 or above) alongwith driver for 12 months for Executive Engineer (E&M-SHP), UJVNL Limited, Dharchula in District Pithoragarh (Uttarakhand)".</p> <p>Estimated cost : 4.92 Lac plus G.S.T. extra</p> <p>Date of availability of bid document on website : 03/09/2025</p> <p>Last date for submission of tender : 29/09/2025 upto 16:00 hrs</p> <p>For fuller & further details, kindly visit our website. The tender documents can be downloaded from the Nigam's website "www.ujvnl.com"</p> <p align="right">Executive Engineer (E&M-SHP), Dharchula</p> <p align="center">"Avoid wasteful use of Electricity"</p>

	यूजेवीएन लिमिटेड मुख्यालय "उज्ज्वल", महारानीबाग, जी०एम०एस० रोड, देहरादून-248006 दूरभाष 0135-2763808, फैक्स- 0135-2763508 सी०आई०एन० सं० U40101UR2001SGC025866 वेबसाइट : www.ujvnl.com
	<p align="center">निविदा सूचना</p> <p>कार्यालय अधिशासी अभियन्ता (वि० एवं या०-एस.एच.पी.) धारचूला, इच्छुक निविदादाताओं से मुहरबंद निविदायें आमंत्रित करता है। निविदा का संक्षिप्त विवरण निम्नवत है:</p> <p>निविदा सं०: 04 / अधि०अभि०((वि० एवं या०-एस.एच.पी.) / धारचूला / 2025-26</p> <p>कार्य का नाम : अधिशासी अभियन्ता (वि० एवं या०-एस.एच.पी.), यूजेवीएन लिमिटेड, धारचूला हेतु एक नॉन एसी डीजल चलित लघु वाहन बोलरो या समकक्ष (मॉडल 2024 या अधिक) मय वाहन चालक सहित 12 माह हेतु किराये पर लेने का कार्य।</p> <p>अनुमानित लागत : ₹0 4.92 लाख जी०एस०टी० अतिरिक्त</p> <p>वेबसाइट पर निविदा प्रपत्र की उपलब्धता की तिथि : 03/09/2025</p> <p>निविदा जमा करने की अन्तिम तिथि : 29/09/2025 upto 16:00 hrs</p> <p>अन्य जानकारी हेतु कृपया हमारी वेबसाइट देखें। निविदा प्रपत्र निगम की वेबसाइट "www.ujvnl.com" से डाउनलोड किये जा सकते हैं।</p> <p align="right">अधिशासी अभियन्ता (वि० एवं या०-एस.एच.पर.) धारचूला।</p> <p align="center">"बिजली के दुरुपयोग से बचें"</p>

INSTRUCTIONS TO TENDERERS**Issue of Tender Documents**

Tender Documents can be downloaded from Nigam's web site. No hard copy of the tender document shall be sold from any of the office.

Eligibility Criteria

The contractor fulfilling following pre-qualification condition shall only be eligible to participate against the above tender:

- a. The tenderer have to submit PAN no. of vehicle owner or service provider, as the case may be alongwith driving license of driver.
- b. The tenderer should have valid registration with GST.
- c. The vehicle owner must submit self attested photo copies of vehicle registration certificate, tax paid certificates, insurance policy paper, etc. alongwith tender document.
- d. Vehicle model should be 2024 or latest but neat, clean and in technically sound condition. Physical inspection by the tendering authority may be conducted after opening the Part A of the bid.
- e. Tenderer should possess at least 02 years experience in similar services.
- f. Validity Agreement duly executed on Rs.100/- non-judicial stamp paper.
- g. Balance Sheets and Statement of Profit & loss / Audited Financial Statements (Balance Sheets and Statement of Profit & loss) for last 3 years.
- h. ITR Return Submission of last 3 years.

Receipt of Tender Documents

Complete tender document can be submitted by tenderers up to 16:00 Hrs. on 29.09.2025 at any of the following two offices of the Nigam.

- i. **Dy. General Manager (E&M-SHP), UJVNL, Cantt road, Jakhni, Pithoragarh.**
- ii. **Executive Engineer (E&M-SHP), Dharchula, Pithoragarh.**

Part-A (Technical-commercial bid) of the tender shall be opened publicly on 30.09.2025 at 15:30 hrs in the office of the Executive Engineer (E&M), SHP, Dharchula, Pithoragarh, however, date of opening of Part-B (price bid) shall be notified later to qualified bidders only after scrutinizing of bid Part-A or it can be opened on the same day on the consent of bidders.

Part A - Should contain Demand draft of Rs. 295.00 towards cost of tender document (including GST @ 18 %) issued in favor of Dy. General Manager (E&M - SHP), UJVNL Ltd, Pithoragarh payable at Pithoragarh. Earnest Money amounting Rs. 12300.00 in shape of FDR/CDR/TDR issued in favour of/or duly pledged in favor of Dy. General Manager (E&M - SHP), UJVNL Ltd, Pithoragarh. This Part should also contain complete tender document duly signed with officially sealed, original downloading form and documents related to eligibility criteria. Tenderer should also enclose the details of arbitration case/ pending disputes, if any, pending with his firm at the time of submission of bid. In case there is no arbitration/dispute pending, bidder should clearly give an undertaking to this effect to it in this part.

Part B - Should contain the price bid and should be superscripted as "Part B – Price Bid."

The tender shall be opened in sequential order. In case contents of any part is found insufficient in part-A, next part shall not be opened and tender shall be rejected summarily.

All envelopes should bear the name of work, tender specification number, as well as name and address of the firm.

Tenders can be submitted through post. However Nigam bears no responsibility for late receipt of tenders.

Duly sealed tenders can also be handed over to any officer posted at Executive Engineer (E&M-SHP), Dharchula, Pithoragarh office. In such case the tenderers are advised to take receipt from the concerned officers bearing time & date of handing over. Nigam bears no responsibility if time & date is not marked on receipt.

Earnest Money

Each Tender shall be accompanied by Earnest Money of Rs 12300.00 only in the shape of Govt./ Bank FDR, CDR, TDR duly pledged in favor of Dy. General Manager (E&M - SHP), UJVNL Ltd, Pithoragarh. The Earnest Money of unsuccessful bidder shall be returned after finalization of tenders.

Validity

All Tenders shall be valid for 90 days from the date of opening. Affidavit to this effect should be submitted along with on a stamp paper of Rs 100/- as per prescribed Performa provided with the tender documents.

General Terms & Conditions

- a. The tender shall be filled in Hindi/English. The rates should be filled both in figures as well as in words. No erasers or overwriting is permissible. Tenderer must initial all cuttings.
- b. In case of company / partnership firm, power of attorney of authorized signatory must be attached. In case service provider is not the owner of vehicle, consent of the vehicle owner for working under such service provider for a minimum of 12 months shall be attached with tender document.
- c. Conditional tenders shall not be accepted.
- d. Those Prospective Bidders who will download the Tender Document will intimate the tender Issuing Office about its downloading who will intimate the Tenderer for any alteration in the Tender Documents (besides issuing the Corrigendum).
- e. The system facilitates the Tenderer to download and use the tender Documents for the purpose of submitting the bids. however it will be the responsibility of prospective bidders to ensure the use of complete Tender Documents available on website (uttarakhandjalvidyut.com)
- f. At the time of submission of the tender, the tenderer should ensure that:-
The copy of duly filled Downloading Application Form which has been used by the vendor for downloading the tender document from web site has accompanied the tender at the time of its submission of This "Application Form" will be an integral part of tender document. If this "Application form" is not submitted in original with the tender, it will be summarily rejected.
- g. It is presumed that the tenderer, before quoting his offer, has satisfied himself with the site conditions and terms & conditions of the contract. No claim on this account shall be tenable at a later date.
- h. After the due time of submission, no alteration/ modification in the tender is permissible.
- i. Any loss to the forest /private property shall be responsibility of the contractor.
- j. In case, any of the relative of the tenderer is serving in UJVN Limited he should mention the name, designation, and address of his relative in his offer. Any failure of disclosure on this account may lead to rescind of tender at later date.
- k. Successful tenderer on receipt of letter of intent, shall present himself for execution of agreement along with stamp papers (as specified, as per rules) and initial security amount as the case may be. Undersigned reserves the rights to accept/ reject any or all the tenders or any part without assigning any reason thereof.
- l. Tenderers are also requested to visit regularly to our website.

**Executive Engineer (E&M-SHP),
Dharchula, Pithoragarh**

Form of Agreement

THIS AGREEMENT made on theday of.....2024 BETWEEN..... (hereinafter referred to as “the Contractor”) of the one part AND the UJVN Limited (hereinafter called “the Nigam”) of the other part;

WHEREAS the Nigam is about to erect and maintain the..... (hereinafter called “the works”) and for the purpose requires the plants and machinery mentioned and specified in certain general conditions, specifications, schedules, drawings, form of tender, covering letter and schedule of prices which, for the purpose of identification, have been signed byon behalf of the Contractor and (the Engineer or the Nigam) on behalf of the Nigam all of which are deemed to form part of this Contract as though separately set out herein and are included in the expression “Contract” whenever herein used.

AND WHEREAS the Nigam has accepted the tender of the Contractor for the supply and delivery of the said plant and machinery for the sum of upon the terms and subject to the conditions hereinafter mentioned.

NOW THESE PRESENT WITNESSES and the parties hereto hereby agree and declare as follows, that is to say, in consideration of the payment to be made to the Contractor by the Nigam as hereinafter mentioned the Contractor shall and will fully provide the said plant and machinery for the said works on the terms and conditions mentioned in the Contract.

AND in consideration of the due provisions of the said plant and machinery by the Contractor and due performance of his part of contract, the Nigam does hereby for himself, his successors or assigns convenient with the Contractor that he, the Nigam, his successors or assigns will pay to the Contractor the said sum of

or such other sum as may be become payable to the Contractor under the provision of the Contract, such payments to be made at such time and in such manner as is provided by this contract.

IN WITNESS WHEREOF the parties hereto have signed this Deed hereunder on the dates respectively mentioned against the signatures of each.

Signed
(for and on behalf of the Nigam)
(date)
in the presence of

Signed
(Contractor)
(date)
in the presence of

VALIDITY OF TENDER FORM

(On a non-judicial stamp paper of Rs 100/- plus Rs.1.00 revenue stamp affixed)

AGREEMENT

Tender invited by
Tender For
Tender Notice No. and Date
Name of the Tenderer

In consideration of UJVN Limited having treated the tenderer to be an eligible person whose tender may be considered. The tenderer hereby agrees to the condition that the proposal in response to the above invitation shall not be withdrawn within three months from the date of opening of the tender and also to the condition that if thereafter the tenderer withdraws his proposal within the said period the Earnest Money deposited by him may be forfeited to the UJVN Limited on the desecration of Engineer-in-charge.

Signed this Day of 2024

SIGNATURE OF THE TENDERER

Full Name.....

WITNESS

1
2

GENERAL CONDITIONS OF CONTRACT

1. Definition of Terms:

In construing these General Conditions and annexed Specification, the following words shall have the meanings herein assigned to them unless there is anything in the subject or context inconsistent with such construction.

The “Nigam” shall mean the UJVN Limited. and shall include his successors and assigns.

The “Contractor” shall mean the tenderer whose tender shall be accepted by the Nigam and shall include such Tenderer’s heirs, legal representatives, successors and assigns.

The “Sub-Contractor” shall mean the person named in the contract for any part of the work or any person to whom any part of the Contract has been sublet with the consent in writing of the Engineer and the heirs, legal representatives, successors and assigns of such person.

The “Engineer” shall mean the officer placing the order for the work with the Contractor and such other officer as may be duly authorized and appointed in writing by the Nigam to act as Engineer for the purpose of the contract and in case where no such officer has been so appointed the Nigam or his duly authorized representative.

“Plant” shall mean the plant and materials to be provided by the Contractor under the contract.

The “Contract” shall mean and include the General Conditions, Specifications, Schedules, Drawings, Form of Tender, Covering letter, Schedule of Prices or the final General Conditions, Specification and Drawings and the Agreement to be entered into under clause 3 of these General Conditions.

The “Specification” shall mean the Specification annexed to these General Conditions and the Schedules thereto (if any).

The “Site” shall mean the site of the proposed work as detailed in the Specification or any other place where work is to be executed under the Contract.

“Month” shall mean calendar month.

“Writing” shall include any manuscript, typewritten or printed statement, under or over signature or seal, as the case may be.

Words importing persons shall include Firms, Companies, Corporations, and other bodies whether incorporated or not.

Words importing the singular only shall include the plural and vice versa, where the context requires.

2. Contractor to inform himself fully:

The Contractor shall be deemed to have carefully examined the General Conditions, specifications, Schedules and Drawings. If he shall have any doubt as to the meaning of any portion of these General Conditions, or of the Specification, he shall, before signing the Contract, set forth the particulars thereof and submit them to the Engineer in writing, in order that such doubt may be removed.

3. Contract:

A formal agreement shall, if required by the Nigam, be entered into between the Nigam and the Contractor for the proper fulfillment of the Contract. Further, if required by the Nigam, the Contractor shall deposit with the Nigam as security for the due and faithful performance of the Contract such sum not being less than ten per cent of the total value of the Contract as may be fixed by the Nigam in the form as approved by the Nigam. The security deposit shall be refunded to the Contractor on the delivery and check of the material at the site of the work after supply of total quantity of material as specified in the contract.

The charges in respect of vetting and execution of the contract document shall be borne by the contractor. The contractor shall be furnished with an executed stamped counterpart of the agreement.

After the tender has been accepted by the Nigam all order or instructions to the contractor shall, except as herein otherwise provided, be given by the Engineer on behalf of Nigam.

4. Subletting of Contract:

The Contractor shall neither assign nor sublet his work.

5. Negligence:

If the Contractor shall neglect to manufacture or supply the material with due diligence and expedition or shall refuse or neglect to comply with any reasonable orders given to him in writing by the Engineer in connection with the manufacture or supply or shall contravene any provision of the Contract, the Nigam may give seven day's notice in writing to the Contractor, to make good the failure, neglect, or contravention complained of, and if the Contractor shall fail to comply with the notice within a reasonable time from the date of service thereof in the case of a failure, neglect, or contravention capable of being made good within that time, then and in such case if the Nigam shall think fit, it shall be lawful for him to take the manufacture or supply of plant wholly, or in part, out of the contractor's hand and give it to another person on contract at a reasonable price and the Nigam shall be entitled to retain and apply any balance which may be otherwise due on the Contract by him to the Contractor or such part thereof as may be necessary, to the payment of the cost of manufacture or supply of such material as aforesaid.

6. Deaths, Bankruptcy etc.:

If the Contractor shall die or commit any act of Bankruptcy, or being a corporation commence to be wound up except for reconstruction purposes or carry on its business under a Receiver, the executors, successors, or other representative in law of the estate of the Contractor or any such Receiver, liquidator, or any person in whom the contract may become vested shall forthwith give notice thereof in writing to the Nigam and shall for one month, during which he shall take all reasonable steps to prevent a stoppage of the manufacture of plant, have the option of carrying out the contract subject to his or their providing such guarantee as may be required by the Nigam, but not exceeding the value of the plant, for the time being remaining unexecuted. In the event of stoppage of the manufacture of the plant the period of the option under this clause shall be fourteen days only, provided that, should the above option not be exercised, the contract may be determined by the Nigam by notice in writing to the contractor, and the Nigam may exercise the same power which he could exercise and will have the same rights which he would have under the last preceding clause if the work had been taken out of the contractor's hands under that clause.

7. Engineer's decision:

In respect of all matters which are left to the decision of the Engineer, including the granting or withholding of certificates, the Engineer shall, if required so to do by the Contractor, give in writing a decision thereon, and his reason for such decision. If the decision is not accepted by the Contractor, the matter shall at the request of the Contractor, be referred to arbitration under the provision for arbitration hereinafter contained but subject to the right of reference to arbitration such decision shall be final and binding on the Contractor.

8. Liability for accidents and damage:

The vehicle owner will be responsible for all type loss, damage during whole agreement period.

9. Replanted of defective materials of Vehicle:

If during the Running of vehicle with department, the Engineer shall decide and notify in writing to the Contractor that the Contractor has replaced any part of vehicle. The contractor, on receiving details of such defects or deficiency shall, at his own expense, within such time as may be reasonably necessary for the purpose proceed replace such materials, or Supply and fix fresh materials up to the standard of the specification, and in case the Contractor shall fail so to do, the Nigam may, on giving the Contractor fifteen day's notice in writing of his intention so to do, remove supply all such materials at the contractor's cost provided that nothing in this clause shall be deemed to deprive the Nigam of or affect any rights under the Contract which he may otherwise have in respect of each defects or deficiencies.

10. Terms of payment:

The Nigam shall make 100% payment after completion of month with necessary deductions (such as Taxes, Penalty if any etc.) 10% total security including earnest money amount will be adjusted from intermediate running bills. This 10% security will be released after completion of contract.

11. Arbitration:

If any dispute, difference or controversy shall at any time arise between the contractor on the one hand and the UJVN Limited and the Engineer of the contract on the other touching the contract, or as to the true construction, meaning, and intent or any part or condition of, or payment for the same, or as to the true intent, meaning, interpretation, construction or effect of the clauses of the contract, specifications or drawings any of them, or as to anything to be done committed or suffered in pursuance of the contract or specifications, or as to the mode of carrying the contract into effect, or as to the breach or alleged breach of the contract, or as to obviating or compensating for the commission of any such breach, or as to any other matter or thing, whatsoever connected with

or arising out of the contract, and whether before or during the progress or after the completion of the contract, such question, difference or dispute shall be referred for adjudication to the Managing Director, UJVN Limited or to any other person nominated by him in this behalf and his decision in writing shall be final, binding and conclusive. This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration & Conciliation Act, 1996 and/ or any statutory modification thereof. The arbitrator may from time to time with consent of the parties enlarge the time for making and publishing the award.

Upon every or any such reference, the costs of an incidental to the reference and award respectively shall be in the discretion of the arbitrator, who shall be competent to determine the amount thereof direct the same to be taxed as between solicitor and client or as between parties and to direct by whom and to whom in what manner the same shall be borne and paid.

Work under the contract shall, if reasonably possible, continue during the arbitration proceedings and no payments due or payable by the Nigam shall be withheld on account of such proceedings.

12. Construction of contract.

The Contract shall in all respects be construed and operate as a Contract as defined in the Indian Contract Act, 1872, and all payments there under shall be made in rupees unless otherwise specified.

**Executive Engineer (E&M-SHP),
Dharchula, Pithoragarh**

Special Conditions (Operating conditions & Commercial conditions)

1. Contractor shall not provide vehicle older than 2024 during the contract period.
2. Vehicle shall be in excellent condition. Interior decoration of vehicle i.e. seat cover, towel, electricity for reading, foot mat etc. shall be of excellent quality.
3. Tyres, Battery, Headlight Beam, breaks, indicator, wiper, glass, doors and other complete accessories shall proper and of excellent quality.
4. Vehicle shall be registered in RTO/ARTO office and all documents i.e. Registration, Permit, Fitness, Insurance, Pollution shall be valid during the period of contract.
5. Expenses on Registration fee, permit fee, Fitness fee, Motor vehicle Tax, Insurance charges, staff uniform (White Safari Suit P-Cap), driver license, Mobile Phone etc. shall be borne by contractor .
6. Vehicle shall be covered with All India Permit as per Motor Vehicle Act-1988. Non-Transport vehicle shall not be provided by the contractor.
7. Driver deputed on the vehicle shall have valid commercial license and wear uniform as per the rules during duty hour. Driver should be medically fit and have requisite experience and skilled in driving the vehicle. It is essential that driver should behave politely and in disciplined manner.
8. Contractor shall ensure that the driver who is habitual in any type of addiction will not be deputed on the vehicle. Similarly contractor shall not depute driver who is using drugs or drives vehicle dangerously or who has been punished in any police case. UJVN Limited may demand police verification certificate for driver.
9. UJVN Limited may direct contractor to replace driver who is unable to fulfill responsibility in proper manner and whose character and work is not satisfactory.
10. UJVN Limited will not be responsible for any damages or unprecedented accident/ event on the road/way/path. Contractor will comply with any type of medical insurance, claims or any other legal requirements in case of any accident on the way.
11. It will be responsibility of the contractor that the driver should have requisite Cash for lubricant, repair & maintenance or any other vehicle related expenses during the journey/Tour.
12. Contractor shall arrange another vehicle immediately on their own expenses when the vehicle breakdown during journey/Tour (including outstation trips).
13. Contractor and their authorized representatives shall comply with safety standards of Government of Uttarakhand at Guest houses, residences/Offices/Colony etc.
14. Contractor and their authorized representatives shall be in constant liaison with the concerned officer or their authorized representatives and follow instructions pertaining to timely operation of vehicle.
15. Vehicle shall be operated anywhere within the state or outside state territory.
16. Contractor shall not sublet the work in any condition.
17. UJVN Limited will provide fuel daily/monthly basis (As per requirement) as per log-book and for this contractor keep log-book in the vehicle. Vehicle operation detail shall be entered by the contractor daily and same shall be certified by the competent officer of UJVN Limited.
18. Contractor shall provide stepny, tool-kit, first aid box, fire extinguisher at their own expenses as per the rules in the vehicle.
19. Complaint/ Suggestion note book shall be kept in the vehicle in addition to the log-book.
20. Contractor shall comply with the procedure/ rules/ formalities as per various Acts/Rules i.e. Labor Act, Minimum wage Act, PF, ESI, Motor Vehicle Act (Wherever Applicable).
21. Payment shall be made on monthly basis and income tax shall be deducted at the time of payment as per prevailing rules of Income Tax department.
22. **Penalty for delay in providing services/Termination of contract**

Securities shall be forfeited and contract terminated by the UJVN Limited:

- i. If contractor unable to provide vehicle timely.
 - ii. If service provided by the contractor is not satisfactory.
23. During off duty hours the vehicle will have to be parked at the office/guest house/Field hostel or any other premises of UJVN Limited, Munsyari or any other location as directed by Engineer-In-Charge. The agency may make its own arrangement for stay of driver near the designated parking place. In case, controlling officer demands keys of the vehicle, the owner of the vehicle has to hand over the same. However the

controlling officer has to take full responsibility for the vehicle in such situation. Alternate vehicle will be provided for paid off day also.

24. Although the vehicle will normally work for the offices where it is normally stationed but it can be taken out at UJVN Limited discretion to any other states.
25. The vehicle deployed against 24 hrs. Requirement shall be operated on all the days including Sundays/holidays of the month for 24 hours on each day with experienced operator provided by the contractor at his/her own cost. Two days -paid off will be allowed for maintenance purpose in a month. However penal recovery (double the daily charges) will be made, if identified defects are not attended during paid holidays. Prior approval should be obtained for maintenance from Engineer-in-charge.
26. Normal reporting time of vehicle will be 8.00 am however it can be changed by the Engineer-in-Charge as and when required.
27. Contractor should keep the vehicle regularly serviced and maintained at no extra cost to UJVN Limited
28. Worn out tyres as well as retreated tyres shall not be allowed under any circumstances. The tyres shall be replaced with new tyres as and when they are worn out or after every 25000.00 Kms or within one year or as demanded by Engineer-in-Charge, whichever is earlier.
29. The seats shall be provided with good quality replaceable washable covers. One spare set needs to be kept as reserve during VIP duty. Also following items shall be made available in the vehicle- Torch 4 cell, 2 nos. of spare fuse of each type, umbrella, seat belts, spare fan belt & bulbs.
30. The speedometer and milometer of the vehicle must be in working condition always. Whenever it is not in working condition the vehicle will be treated as out of service till such time the same is put in working order. The Engineer-in-Charge may verify the accuracy of meters as and when required.
31. The vehicle will be kept in absolutely good running condition & shall be regularly polished.
32. The agency should obtained prior approval from UJVN Limited for at least two vehicle operators/drivers in the beginning of contract instead of one any other stand by driver.

COMMERCIAL CONDITIONS:

1. The Cost of Fuel required for running the vehicle for UJVN Limited use shall be provided by the UJVN Limited with the condition that minimum average fuel consumption shall not be less than 12 Km/litre. If average of vehicle is found to be less than 12 Km/liter the amount of excess consumption will be deducted from the bills.
2. Mobil Oil/Lubricants will not be supplied by UJVN Limited and will have to be arranged by the contractor at his own cost. The rate quoted should ***include all consumables and all taxes & duties except Fuel (diesel) and G.S.T.***
3. Any damages caused to a third party or UJVN Limited property due to the negligence of the operator /Contractor, shall have to be made good by the contractor at his/her own cost irrespective of whether the claims are settled by the insurance agency or not.
4. The bill shall be raised once in a month preferably on 1st of the following month. The bill shall be paid to contractor after checking of log book.
5. Payment will be generally made within 45 days of the submission of correct bills with complete documents.
6. UJVN Limited reserves the right to foreclose the contract by serving 15 days notice without assigning any reason.
7. In case of non – deployment of the vehicle on any occasion /day, 1.5 times the fixed charges per day (1.5 x daily rate of LOA) shall be deducted from the RA bills of the contractor.
8. In case of any breakdown during the duty hour's at any place (including outstation trips) contractor shall have to arrange the vehicle at its own cost, UJVN Limited shall not pay this cost for the arranged vehicle. In case the contractor fails to arrange the vehicle and the vehicle is arranged by UJVN Limited, the cost of arranged vehicle shall be deduct from next running bill.
9. In case of mechanical breakdown during the duty hour's penal recovery shall be made, subject to the recommendation of controlling officer for the same and in normal cases only single recovery shall be made i.e. no payment shall be made for the period of absence due to mechanical failure during duty hours.
10. The contractor shall ensure that all applicable labour laws are followed and at least the minimum wages as stipulated by Uttarakhand Govt. are paid to his driver.

11. In case of refusal to perform any duty assigned by Engineer-in-Charge/user, the contract shall stand terminated with immediate effect without giving any further notice. The Security Deposit or any other amount due to him as on that date will be forfeited and alternative arrangements to perform that duty shall be made by UJVN Limited at the risk and cost of the party.
12. No over time charge shall be admissible on outstation duty.
13. Vehicle will be normally deployed for 24 Hours duty as instructed by Er-in-Charge. In case of break down for more than two hours, the proportionate amount from bill will be deducted and the contractors will be required to make alternative arrangements for the vehicle in case break down is more than one day.
14. Commercial/Passenger/Permit Tax, if any payable, for the state of Uttarakhand shall be paid by the vehicle owner and not be reimbursed by UJVN Limited.
15. Security@10% (including 2.5% Earnest money) of the monthly bill (Except for passenger/road tax etc.) shall be deducted from each RA bill. Security will be released after finalizing of contract.
16. There shall not be any defect liability period for the work.
17. Non-availability of vehicle in the designated parking place without due authorization by controlling officer will attract a penalty of Rs.200 per such event as per discretion of controlling officer.
18. For the control of vehicle movement and avoiding misuse, UJVN Limited will conduct surprise checks and insist on the operators to log entries at designated check points. Misuse of vehicle and refusal to comply with instructions shall attract a penalty of up to double the daily fixed charges.
19. Engineer-in-charge shall assign the duty depending upon the requirements.
20. The owner must ensure that all the safety norms, latest environment and emission norms as per applicable Central Motor vehicle Act & rules and guidelines issued by statutory authorities from time to time are completed at his cost. Safety reflectors need to be put on the vehicle.
21. Road tax, if any payable (for plying the vehicle outside Uttarakhand as per requirement of UJVN Limited and instruction of Engineer-In-Charge), in addition to passenger tax/commercial tax in the states other than Uttarakhand, shall be reimbursed in full to the agency on production of documentary evidence for the same. However the full reimbursement shall be made only if the tax has been paid after the deployment of the vehicle with UJVN Limited as per the requirement and instructions of Engineer-in-charge. For cases where such road tax has been paid by the owner prior to deployment with UJVN Limited, and after deployment with UJVN Limited, the vehicle is used for duty outside Uttarakhand, in such cases the tax shall be reimbursed on pro-rata basis proportionately for the contract period. All type of toll tax, entry taxes, parking charges etc. shall be reimbursed in full to the agency on production of documentary evidence for the same.
22. The 12-month period of vehicle may be extended for one year or more at same tender rate as per requirement of the department on the basis of mutual consent of the successful bidder subject to approval of the competent authority.

**Executive Engineer (E&M-SHP),
Dharchula, Pithoragarh**

Name of Work: - Hiring of Diesel driven small vehicle Non AC (Bolero or equivalent Model 2024 or above) alongwith driver for 12 months for Executive Engineer (E&M-SHP), UJVN Limited, Dharchula in District Pithoragarh (Uttarakhand)".

NIT No. 04/EE (E&M-SHP)/Dharchula/2025-26

Bill of Quantity

Sl. No.	Description	Unit	Qty	Estimated Rate (in Rs.)	Amount (in Rs.)
1	Hiring of Diesel driven small vehicle Non AC (Bolero or equivalent Model 2024 or above) alongwith driver for 12 months for Executive Engineer (E&M-SHP), UJVN Limited, Dharchula in District Pithoragarh (Uttarakhand)".	Month	12	41000.00	492000.00
Total Amount Rs.					492000.00
(Rs. Four lakh ninety two thousand only plus G.S.T. extra)					

My/Our rates are-----words) above/below/at par of the estimated rates mentioned above. Please tick mark which is applicable or strike out which are not applicable)

Signature of Contractor

Terms and conditions:-

1. The contractor shall be responsible for all type of accident, labour problem, local dispute, insurance claim etc.
2. Above rates are inclusive of all taxes & duties except fuel (diesel) and GST which will be paid extra as per norms.
3. All T & P required for vehicle maintenance will be arranged by the contractor at his own cost.
4. All terms & conditions of the bid document shall apply.
5. The contractor shall provide Mobile Phone to driver in working condition; no any extra charges will paid in this regard.

Signature of Contractor

Name & full address of contractor

NO RELATION CERTIFICATE

It is to intimate that accept the persons noted below no other person is my relative working in Nigam. The details of the relatives are as under:

Sl.No.	Name & address of relative.	Designation with place of posting.	Relation with the tenderer.	Remark, if any.

Signature of Tenderer with complete address