

Bharat Sanchar Nigam Limited

(A Govt. of India Enterprises)

Office of Divisional Engineer, OFC (Mtce)
2nd Floor, Amenity Block, Telephone Bhawan Compound
Bhubaneswar-751001 Tel/Fax: 0674-2394300

No:-DE OFC/BN/W-3/2010-11/01

dated at Bhubaneswar the 06th May'2010

NOTICE INVITING TENDER

Open Sealed Tenders are invited in the prescribed form by the Divisional Engineer, OFC(Mtce) ETR Bhubaneswar on behalf of BSNL from reputed and registered Firms/Agencies/Organizations/Individual for Job Contract for 'VEHICLE OPERATION' and other allied works under OFC (Mtce) Division Bhubaneswar for a period of One year.

Separate Tender papers will be available from the Office of the Divisional Engineer OFC(Mtce) ETR, Bhubaneswar, 2nd Floor Amenity Block, Telephone Bhawan Compound, Bhubaneswar to the bonafied Firm/Agencies/Organizations/Individual on payment of requisite amount in the shape of Bank Draft in favour of "The Accounts Officer" BSNL Office of the DGM (Mtce) ETR, Bhubaneswar" payable at Bhubaneswar on any working days between 1000hrs to 1300hrs from date 07.05.2010 to date 21.05.2010 and will be opened at 1500hrs on -date 21.05.2010. In case the Tender opening day/date is declared as holiday/band day, Tender will be opened at the same time on the next working day. Any Tender received after 1400hrs on date 21.05.2010 will not be accepted. Details may be obtained from the office of the U/S. The Tender paper can also be downloaded from web site www.bsnl.co.in. However incase of download Demand Draft of Rs.150/- is to be attached

COST OF THE TENDER PAPER: Rs.150.00 (Rupees One hundred & fifty) only

VANUE OF OPENING OF TENDER: Office of the Divisional Engineer, OFC (Mtce)
ETR, OFC Station, Telephone Bhawan

Compound,

Bhubaneswar.

The Divisional Engineer OFC(Mtce) ETR, Bhubaneswar reserves the right to rejects any or all the Tenders with out assigning any reasons, what so ever, and is not bound to accept the lowest Tender. The Notice Inviting Tender, terms and conditions, instruction to the Tenderness, Tender Form and information about the Tenderness etc, are the part of the Tender documents. Any Tender not conforming to the terms and conditions in the Tender documents is liable to be rejected.

Any queries regarding the tender documents may be clarified from the U/S on working days during office hours.

**Signature of the Tenderer with date
Bhubaneswar**

Signature of the DE OFC (Mtce),

Copy for wide publication to be displayed at the notice board of
(I) O/o DGM ETR, Bhubaneswar (ii) Notice Board of Telephone Bhawan Bhubaneswar
(iii) Notice Board of G.M TD, Bhubaneswar (iv) Notice Board of DE OFC (Mtce) ETR
Bhubaneswar.

Bharat Sanchar Nigam Limited
(A Govt. of India Enterprises)

(Page-1)

Office of Divisional Engineer, OFC (Mtce)
2nd Floor, Amenity Block, Telephone Bhawan Compound
Bhubaneswar-751001 Tel/Fax: 0674-2394300

No:-DE OFC/BN/W-3/2010-11/01

dated at Bhubaneswar the 06th May'2010

Open Sealed Tenders in prescribed Forms supplied along with the Tender papers are called for by the Divisional Engineer OFC(Mtce) Eastern Telecom Region, Bhubaneswar on behalf of Bharat Sanchar Nigam Limited from reputed and registered Firms/Agencies/Organization/Individual for Job Contract for "VEHICLE OPERATION" and other allied works in concurrence with the specification of works given below. The contractor must be reputed and registered with the Bharat Sanchar Nigam Limited or with any other Central or State Governments in the State of Orissa and must possess valid Labour licence

INSTRUCTIONS TO THE TENDERS

The sealed Tender will be accepted either by registered post or by hand up to 1400hrs of -21.05.2010 and opened at 1500hrs on the same date in presence of the bidders or their authorized representatives if any. BSNL is not bound to accept the lowest tender.

Earnest money of Rs.20000/-(Rupees twenty thousand) Only must be deposited in the shape of Bank Draft drawn from any nationalized bank in favour of "The Accounts Officer, BSNL O/O the Deputy General Manager (Mtce) ETR, Bhubaneswar-751012 payable at Bhubaneswar and the same be enclosed with the Tender bid.

01. The EMD of the unsuccessful bidders will be returned as such after signings of the agreement with the successful bidders with out any interest and that of the successful bidders will be released after signing the agreement with out any interest.
02. The Bidder shall seal the Bids in an envelope addressed to: - "**Divisional Engineer OFC Mtce, Amenity Block 2nd Floor Bhubaneswar-751001**" The main Envelop should contain two bids packets one containing the "**Technical Bid**" and the other "**Financial Bid**": duely super subscribed as **Technical bid** and **Financial Bid**. All the related documents should be within the Technical Bid and Financial Bid envelops with proper sealed nature as described in Annexure-I and Annexure-II respectively and the main envelop should be super scribed "**Tender for Vehicle Operation**".
03. The nature, type of works, mode of payment and compensation of liquidated damages etc as per the terms and condition illustrated in the Tender document.
04. The successful Tender will be required to sign and agreement with the DE OFC (Mtce) ETR, Bhubaneswar before work is allotted to him. If he fails to do so within the stipulated time, the EMD deposited by him will be liable to be forfeited.
05. The successful Tender has to deposit a sum equal to 10% of the annual tender value at the rate fixed after finalization of tender as "Performance Security Money" which will be released only after the completion of the contract period successfully with out any interest.
06. After finalization of the Tender WORK ORDER will be issued to the party for carrying the job. If the party fails to carry out the job during the specified period quoted in the work order, the Performance Security Money deposited by him will be liable to be forfeited.
07. In case of any dispute the matter will be referred to the Arbitrator and the Arbitrator will be the Deputy General Manager (Mtce) ETR, Bhubaneswar or any other Officer appointed by him and the decision of the Arbitrator will be final.
08. The Divisional Engineer OFC (Mtce) Bhubaneswar on behalf of the BSNL reserves the right to accept or reject any or all tenders with out assigning any reason there of.
09. The Tender documents will also be available in web side www.bsnl.co.in or can be purchased from D.E OFC (Mtce) Telephone Bhawan Bhubaneswar on payment of Demand Draft of Rs.150/- in favour of Sr. A.O. O/o D.G.M (Mtce) ETR Bhubaneswar in case of download a Bank Draft of Rs.150/- in favour of Sr. A.O. O/o D.G.M (Mtce) ETR Bhubaneswar should be attached.

TERMS AND CONDITION.

The successful Tenderer generally has to operate the Departmental Vehicle of different Mtce Division under ETR Sub-Region Bhubaneswar, and if required so the agency deployed the party may be asked to operate other Departmental Vehicle during the allotted time period by the officer in charge of the Vehicle. The operator deployed by the party must possess valid professional heavy vehicle driving licence.

1. For the time being 8 Nos of Vehicle operators are required for driving the departmental Vehicles of the following Mtce Sub-Divisions.
(i) NALCO OFC Stn-1 (ii) Nayagarh OFC Stn-1 (iii) Bhawanipatna OFC Stn-1 (iv) Keonjhar OFC Stn-1 (v) Rayagada OFC Stn-1 (vi) Sambalpur OFC Stn-1 (vii) Bolangir OFC Stn-2 (Total-8 nos)

However the successful Tenderer will have to provide additional operators, if required for any other Mtce divisions under this Sub-Region in future in the specified period of the tender with the same terms and conditions.

2. Normal duty period is 8(eight) hours per day. How ever he must be available for the operation of the vehicle on 24 hours basis including Sundays and Holidays. The wages for extra duty performed may be paid as per the following calculation:-

Rs/hr= Rate fixed per monthx12 month

365yes x 8 hrs

3. The agency deployed by the party apart from operating the Vehicle, has to carry out other allied works like checking the mobile of the engine and topping the same if so required, checking the water of the radiator, changing of the tyres, in case of puncture cleaning the Vehicle etc.
4. No advance payment will be given to the party. He has to submit the bill every month after successful completion of the work, in triplicate. The bill submitted by him will be send to “The Deputy General Manager (Mtce) ETR, Old Microwave Campus, Unit-8, Bhubaneswar-751012 after due scrutiny and certified. The payment will be made to him by Demand Draft/Cheque what ever preferable, after deducting necessary Income Tax and Sales Tax etc what so ever applicable.
5. The operator deployed by the party should carry one Authorization letter issued by the party by certifying his bonafideness. BSNL will not take any responsibility for providing boarding and lodging to the Operator. In case of inefficiency or negligence of the operator, the party will be asked to change the operator as and when required.
6. In case of out station extra wages is permissible as per Clause (1) for running period only and in the event of night halt, no halting charges will be admissible.
7. The rate fixed will be valid for one year from the date of entering in to the agreement and will not be changed under any circumstances
8. The contract will generally be for one year but subject to termination at any time during the course of contract period with out assigning the reasons there of by giving one month notice. The contract may be extended to another one year with the same terms and conditions.
9. Regarding payment of wages, other statutory benefits like EPF/ESI, payments on National Holidays and payment of Bonus to the operator, the contractor should make BSNL free from legal litigations.
10. The contractor should strictly comply the statutory requirements such as payment of minimum wages,EPF/ESI deposits etc. and other statutory requirements

11. The Driver should have up to date Driving License and experience of running the vehicles minimum 2(Two) years and no criminal case should be pending against him
 12. The party has to make good of the losses, if any cause to the properties and the Vehicle of BSNL and also to the operator during the time of vehicle operation for the contract period agreed to.
 13. The tenderer should have completed similar nature of work in any Govt. organization.
 14. The tenderer should have valid labour license in similar nature of work.
 15. The tenderer should have registration No in VAT/TIN
 16. The tenderer should register in Service TAX
 17. The tenderer should have EPF Registration No
- If the tenderer fails to fulfill the above conditions the application of the Tenderer will be summarily rejected

**DE OFC (Mtce) ETR
Bhubaneswar**

Signature of the Tenderer

..... THE END

BID OPENING AND EVALUATION

1. The Company shall open the bids in the presence of the bidder or his authorized representatives who choose to attend at 16.00 hrs on Dt 21.05.2010 . The bidder's representatives who are present shall sign the tender opening register. Authority letter to this effect shall be signed by the bidder before they are allowed to participate in the bid opening.
2. A maximum of two representatives for any bidder shall be authorized and permitted to attend the bid opening.
3. The bidders names, bid prices, modification, bid withdrawals and such other details as the Company, at its discretion may consider appropriate will be announced at the time of opening.
4. To assist in the examination, evaluation and comparison of bids, the company may, at its discretion ask the bidder for clarification of its bids. The request for clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained.
5. The Tender Opening and Evaluating committee will scrutinize the Technical bid documents that comprises his Eligibility, If it is found that the bidder gets disqualified then the Financial bid packet will not be opened and the Bidder will be treated unsuccessful.
6. Company shall evaluate the bid to determine whether they are complete, whether any computational errors have been made whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
7. Arithmetic errors shall be rectified o the following basis. If there is any discrepancy between the unit price and the total price that is obtained multiplying the unit price and quantity, the unit shall prevail and the total price shall be corrected by the company. If there is a discrepancy between words and figure, the amount in words shall prevail. If the bidder does not accept the correction of errors, his bid shall be rejected.

**DOCUMENTS TO BE ENCLOSED IN THE TECHNICAL BID
(ANNEXURE-I)**

1. Proof of cost of Bid document i.e. bank Draft/Money receipt
2. Valid labour license.
3. Experience Certificate from any central/state/PSU having at least 2 years of experience of supplying
driver issued by an officer of minimum the rank of DET & should have supplied driver for minimum
of 480 working days in 2 years.
4. Up-to-date Income Tax clearance certificate.
5. EMD in Bank Draft of Rs.20, 000/-(Rupees Twenty Thousand only) in favour Sr. Accounts Officer,
BSNL, O/o DGM (Mtce) ETR Bhubaneswar.

If the Tenderer fails to submit the above documents in Technical Bid then the application of the Tenderer will be summarily rejected and he will not qualify to the Financial Bide. How over the Technical Bid of the successful Bidder will be opened and EMD of the unsuccessful Bidder will be refunded.

Signature of the Agency

TENDER FORM FOR FINANCIAL BID (ANNEXURE-II)

No:-DE OFC/BN/W-3/2010-11/01 dated at Bhubaneswar the 06th May'2010

Name of the work :- Tender for job contract for Vehicle Operation for eight hours per day and Other allied works at different OFC (Mtce) Division, under ETR Mtce

Sub- Region Bhubaneswar after abiding the terms and condition mentioned in the

Tender documents.

01. Name and address
Of the Tenderer

02. Telephone Number:- Office Resi
FAX number:-
Mobile number:-

03. Rate quoted per month: - Rs..... (Rupees..... Only)

04. EMD deposited :- Rs20000.00 (Rupees Twenty thousand only)

Vide Demand Draft No..... date.....

Bank.....

Signature of the Tenderer

Date:-

DECLARATION.

I do hereby declare that I have read and understood all the instructions/information/terms and condition laid down in the Tender Documents and agreed to all the clauses incorporated in the tender document and there after I have quoted the above rate.

Signature of the Tenderer

Date:-

Bharat Sanchar Nigam Limited
(A Govt.of India Enterprises)
Office of Divisional Engineer, OFC (Mtce)
2nd Floor, Amenity Block, Telephone Bhawan Compound
Bhubaneswar-751001 Tel/Fax: 0674-2394300

No:-DE OFC/BN/W-3/2010-11/01

dated at Bhubaneswar the 06th May-2010

To

Fast communication
Cuttack

Sub:-Regarding release of advertisement for supply of contractual Motor driver.

Please release the advertisement as mentioned below for the purpose as mentioned in sub in the News papers Dharitri, Sabad and Indian Express on DT 06.05.10 in the inside pages and submit the bill to make arrangement for payment of the same from the O/o the DGM (M) ETR Bhubaneswar

**DE OFC (Mtce) ETR
Bhubaneswar**

Bharat Sanchar Nigam Limited
(A Govt.of India Enterprises)
O/o of D.E.OFC (Mtce), Bhubaneswar.
No:-DE OFC/BN_W-3/2010-11/01 dated at Bhubaneswar the 06.05.10.
NOTICE INVITING TENDER
Wax sealed tender are invited by the DE-OFC (M),
Bhubaneswar on behalf of BSNL for vehicle
operation (Nine_Vehicle) in different OFC(Mtce.)
Division under ETR (M) Sub-Region Bhubaneswar.
Contact 0674-2395746/9437036122 or visit
W/S.dgmit.orissa@gmail.com
DE OFC (M), Bhubaneswar.