



नव मंगलूर पत्तन प्राधिकरण NEW MANGALORE PORT AUTHORITY
यांत्रिक विभाग MECHANICAL ENGINEERING DEPARTMENT,
पणंबूर, मंगलूर ५७५०१०- Panambur, Mangaluru- 575010.

Phone: 0824- 2887777/2887706/2887753.



No. 2/25/Elec cars (Hatchback)/2022-23/EE(M)II/TS

Date:13.03.2023

To:

The Prospective Bidders.

Sir,

Sub: NMPA - Mechl. Dept. - **Budgetary offers** requested for "Hiring of Brand new 4+1 seater Hatchback type Electric cars (with driver) at New Mangalore Port Authority for a period of six (6) years"- Reg.

New Mangalore Port Authority intends to hire brand new Hatch back type Electric cars (with driver) for a period of six (6) years on monthly hired basis. Electricity for charging the cars shall be provided by New Mangalore Port free of cost. Drivers for the Electric cars shall be provided by Contractor. The vehicle must have taxi/tourist permit.

The minimum Terms & Conditions for Hiring is as below / enclosed as Annexure-I. You are requested to furnish your Budgetary offers for the same in the below mentioned format. The due date for submission of **Budgetary offer** is on or before 20.03.2023.

SINo.	Type of vehicle, Make, Duty Hours, Kms and Model	Req qty.	Monthly Rate in ₹per Each car.
1.	Monthly hire charges for a Brand new 4+1 seater Electric car (Hatch back type) with Driver having Taxi/tourist permit at NMPA for a period of six (6) years Excluding GST, EPF & ESI, Electrical charging cost. Color:White , Apprx. Kms run per month : 1300 , Duty : 12 hours duty as instructed by controlling officer.	08 nos	

- The Budgetary offer in complete shape and as required above enclosed in a sealed cover super scribed as Budgetary offer for "Hiring of Brand new 4+1 seater Hatch back type Electric cars (with driver) at New Mangalore Port Authority for a period of six (6) years" should reach to EE(M)II office on or before 20.03.2023 at 3.00 P.M.

- Date of opening : 20.03.2023 at 3:30 P.M at EE(M)II office.

Thanking you,
Encl: As above

Yours faithfully,

(GLADSTONE L.V)

Executive Engineer (Mechl.)II

कार्यपालक अभियंता, यांत्रिक प्रभाग II
Executive Engineer, Mechl.Divn. II
नव मंगलूर पत्तन प्राधिकरण
New Mangalore Port Authority
पणंबूर, मंगलूर - ५७५०१०
Panambur, Mangalore - 575 010

13/3/2023

ANNEXURE-I
TERMS AND CONDITIONS:

1. The Car/LMV vehicle going to be hired is a brand new 4+1 seater Hatchback type fully built Electric AC car/LMV on 12 hrs duty/day with Taxi/ tourist permit. Minimum 02 Fast Charging units/ facility with 04 charging guns, power point, plugs, socket, cables, etc for charging the deployed Electric cars shall be provided/installed by the Contractor at his cost along with cars. Location for installing the facility shall be provided by NMPA. *Unit cabling power point, plug & socket required also shall be provided by Contractor.* The cars shall be parked inside NMPA and parking facility will be provided by NMPA free of cost. The above car is hired on monthly hire basis initially for a period of 06 years. The car shall be capable of operating a minimum of 250km on a single charge and should be capable of fast charging(charging time 01 to 03 hrs for full charge.)
2. All kinds of repair & maintenance including accidental repair shall be responsibility of the tenderer. The vehicles are for the use of Official work/site visit of Departmental Officers/employees in and around NMPA.
3. The Cars should be maintained in good running condition and kept clean and tidy inside as well as outside with comfortable seats by the tenderer. The seats of the vehicles shall be provided with white towels which shall be washed as and when required/instructed by the controlling officer. The vehicle shall also be provided with air fresh sprays which shall be replaced when empty. **In case any breakdown, it shall be the sole responsibility of the tenderer to make arrangement to provide alternate vehicle of same hatch back type else penalty will be applicable.** Alternate car until repair & deployment of breakdown electric car shall be either electric or petrol / diesel may be acceptable .
4. The Contractor should deploy drivers having experience of driving Light or heavy vehicles. The drivers shall be in uniform as required under Motor Vehicles Act/Rules and shall comply to the requirement of the said acts/rules. Driver should posses valid driving license and should be able to read, write and converse in the local language.



5. The contractor should deploy licensed and insured drivers. He should Keep the Driving license of the driver, Insurance documents in respect of Driver / vehicles, certificate of Registration of Motor vehicles, certificate of Tax / Tourist permit under the Karnataka Motor Vehicle Act / Rules at all times with the Drivers of vehicles. Comprehensive Insurance Policy should cover all the risks for liability of life of passengers and the driver. This should also cover all riot risks.
6. The vehicles are required everyday including Sundays, holidays and as per the requirement of Officers to whom the vehicles are allotted. The vehicles shall be allocated according to the Port's needs from time to time.
7. The Tenderer will comply with all the labour, commercial and industrial laws applicable for performance of this contract. Tenderer shall be responsible to pay all taxes, charges and duties prescribed for operation of the vehicles within the state of Karnataka. NMPA will not reimburse any taxes, levis & duties other than the GST as per prevailing rates during the currency of contract. GST, EPF,ESI contribution of immediate employer (contractor) will be paid only if the Contractor had furnished the necessary documentary evidence. Tolls paid will be reimbursed at monthly bill.
8. The Tenderer should *renew* the certificate of fitness, insurance, Certificate of registration, Valid Permit every year, Certificate of Tax (Every 3 months), issued by the Competent Authority. Contractor should replace the vehicles which are not in roadworthy. Failure to comply the above renewals, then Contractor is responsible to pay any Fine/penalty to the RTO any concerned authority in any time as per their instructions/rules.
9. In case of any accident caused to any person including the tenderer's or Port's workmen or damage to any property in the course of the execution of the contract, the tenderer will be solely responsible for payment of Compensation, Medical aid, etc. In case, the tenderer fails to pay the compensation within a reasonable time, where the damage occurs within the Port area, the Port may settle the claims and arrange to recover the same from the tenderer. The tenderer shall be solely responsible for any accidents

to his/her employees, Port's employees, or the public, from any cause whatsoever and he shall indemnify the NMPA against any damage to property or injury to person resulting from any such accidents and shall take steps to properly insure against any claims. NMPA shall not have any connection whatsoever in this connection against any proceedings/actions by any Government/Departments of Governments, etc.

10. **Payment of Wages:** Payment of wages to the persons engaged by the Tenderer shall not be less than the minimum wages applicable to the worker employed for construction & maintenance of roads, runways, buildings which comes under Area 'B'. Whenever revision of minimum wages, revised by the Government as per Minimum Wages Act, 1948 during the currency of the contract, the wages paid shall not be less than the revised rates applicable.

If the workers are engaged at the discretion of the Contractor, for more than one shift they shall be paid, overtime at double the normal wages.

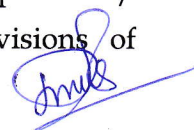
- (i) The contractor shall submit every month bill in duplicate duly indicting the monthly abstract of kms. run to the respective officers to whom the vehicles are allotted.
- (ii) The wages shall be paid on or before 7th day of every month through the Bank only. Documentary evidence for the same needs to furnished along with the bills.
- (iii) Wages paid shall be entered in personnel register.
- (iv) The minimum wages per day applicable as on 01.10.2022 as per Minimum Wages Act, 1948 for driver is ₹788/- (Rupees seven hundred and eighty eight only) since the driver comes under skilled category.

The wages are normally revised by the Asst. Labour Commissioner (Mangalore) once in 6 months linked to the Consumer Price Index. Difference in revision of minimum wages shall be claimed by the contractor for reimbursement after payment to the workers.

11. The concerned / controlling officers i.e. vehicle user officer/division will arrange 100% payment within 15 days from the date of submission of monthly bills along with the required documents. Also the contractor has to submit the receipt of ESI and EPF contribution paid to their staff and

extract of wage payment Register for the month for which the contractor submits the bill, as documentary evidence. Toll charges paid shall be reimbursed to the contractor along with the monthly bill. A statement shall be enclosed along with the monthly bill on the payment of tolls certified/countersigned by the user /controlling officer.

12. In the event of continued **unsatisfactory performance or non-compliance with any of the provisions** of this contract, NMPA reserves the right to cancel the contract and forfeit the Security Deposit by **giving 30 days notice. On forfeiture of Security Deposit and while imposing any penalty applicable GST will be collected from the contractor.**
13. In the event of additional vehicle required, then Contractor shall supply same class of vehicle at same rate, terms and conditions.
14. The contractor shall park the vehicles at NMPA premises while on NMPA duty at his risk and cost. Place of parking of vehicles will be provided either in the Port's Administrative Office building premises or any other location as instructed by the controlling officers depending upon the reporting place of vehicles. The Port Trust shall not be responsible for any loss or damage caused to the vehicle/vehicles while parked in the Port premises. Recoveries will be made at applicable rates of Port from the contractor's bills, if contract vehicle causes damages to Ports property.
15. Recoveries towards Income tax plus applicable surcharge on Income Tax will be made as per Govt. orders in this respect.
16. The contractor shall *replace* such drivers who misbehave with the officers of NMPA or who report for duty under the influence of alcohol or who are not neatly dressed.
17. The port shall not be responsible for any labour disputes arising between contractor and the staff deployed on the vehicles.
18. Tenderer shall provide Necessary Port Entry Passes to the vehicles and Drivers at his own cost.
19. The contractor shall comply with the Central, State and Municipal laws / rules and shall **solely responsible/** complying with provisions of



contract labour (Regulation and Abolition Act.1970) and rules there under and other enactments that may be applicable including ESI, EPF, Payment of wages Act, the workmen compensation Act or any other applicable legislations, Municipal laws, or other statutory rules / regulations whatsoever in force and as far as they are applicable.

20. The rates quoted shall be inclusive of all expenses such, maintenance, driver salary, Asst salary, O.T., insurance, road tax, permit, F.C, uniforms for drivers any other over heads and profit. **The rates quoted shall be exclusive of Electrical charging cost, GST, ESI and EPF.** GST, EPF,ESI at applicable rates will be paid extra subject to production of documentary evidence. Department will provide free Electric charge.
The contractor shall file the applicable tax & returns within the time and submit the documentary evidence.
21. Welfare Measures - EPF, ESI:
- (i) All the workmen of this contract shall be covered with EPF as per the provisions of "The Employees Provident Funds & Miscellaneous Provision Act, 1952".
 - (ii) All the workmen of this contract shall be compulsory covered as per the provisions of "Employees State Insurance Act,1948".
 - (iii) The immediate employer's contribution (Contractor) towards ESI, EPF is the liability of the Contractor. The evidence of payment of ESI & EPF to the appropriate authorities shall be provided by the Contractor to the Principal Employer (NMPA) for **reimbursement on actual.**
 - (iv) The documents related to the payment of EPF, ESI shall be enclosed to the Monthly bills. Further, these documents shall be produced to the enforcement authorities of Central/State Govt., whenever demanded by such authorities. Failure to comply with EPF, ESI & other applicable welfare measures, the Contractor is liable to pay fines as decided by the enforcement authorities or competent authorities of NMPA.
22. The quoted hire charges shall remain firm and fixed for the entire period of contract. After satisfactory completion of initial 06 years contract period, the



contract period may be extended for one or two years at same rate, terms & conditions if required by Port on mutual consent.

23. A certificate shall be submitted by the Tenderer showing that the staff deployed has been verified by the local police for irregularities if any.
24. The Budgetary offer in complete shape and as required above enclosed in a sealed cover super scribed as Budgetary offer for "Hiring of Brand new 4+1 seater Hatch back type Electric cars (with driver) at New Mangalore Port Authority for a period of six(6) years "should reach to this office on or before 20.03.2023 at 15.00hrs and same will be opened on 20.03.2023 at 15:30 Hrs in the presence of Finance Department representative.

Thanking you,

Your's faithfully,

(GLADSTONE L. V.)

The Executive Engineer (Mechl.)III,

कार्यपालक अभियंता, यांत्रिक प्रभाग II

Executive Engineer, Mechl.Divn II

नव मंगलूर पत्तन प्राधिकरण

New Mangalore Port Authority

पणंबूर, मंगलूर - ५७५०१०

Panambur, Mangalore - 575 010

Address for Correspondence:

The Executive Engineer (Mechl.)II,
Administrative Building, 2nd Floor, Room No.236,
New Mangalore Port Authority. Panambur, Mangalore - 575 010.
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