नव मंगलूर पत्तन प्राधिकरण NEW MANGALORE PORT AUTHORITY
यांत्रिक विभग MECHANICAL ENGINEERING DEPARTMENT,
पणंबूर,मंगलूर–५७५०१० Panambur, Mangaluru- 575010.
Phone: 0824- 2887777/2887706/2887753.

SAGARMALA
PORT-LED PROSPERITY

No. 2/25/2024-25/EE(M)II/TS(LMV-I) Date:23.04.2024.

To:

-Prospective bidders-

Sir,

Sub:Budgetory offers requested for "HIRING OF VEHICLES (FOR DEPARTMENTAL USE) AT NEW MANGALORE PORT AUTHORITY FOR 03 YEARS"- Reg.

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New Mangalore Port Authority intends to hire some vehciles for operational use at NMPA for 03 years period on monthly hire basis (All Taxi/Tourist registered & Model not earlier than Januaray 2021). The minimum Terms & Conditions for Hiring is as below / enclosed as Annexure-I.

You are requested to furnish your lowest Budgetary quotation for subject Hiring in the below mentioned format inclusive of all charges excluding EPF, ESI,GST . Applicable GST % shall be also mentioned separately. The due date for submission of budgetary quotation is on or before 02.05.2024 at 15.30 hrs.

Lot No.	Type of vehicle, Make, Duty Hours, Kms and Model	Required Qty.	**Monthly rate per vehicle in Rs.**		**Extra rate per Km. per vehicle in Rs.**	
			Diesel driven	Factory fitted **CNG** driven	Diesel driven	Factory fitted CNG driven
1.	Monthly hire charges for Mahindra Bolero Non A.C OR equivalent make vehicles (Minimum 6+1 seater Taxi) for **1000 kms**. run per month per vehicle on 10 **hrs. duty** (tentative 08:00 AM to 06:00 PM) as instructed by the controlling officer. Model: **Not earlier than January 2021. Rate Excluding EPF,ESI & GST.**	08 Nos.				
2.	Monthly hire charges for Mahindra Scorpio OR equivalent make Non A.C vehicle (Minimum 6+1 seater Taxi) for **1000 kms**. run per month per vehicle on 10 **hrs. duty** (tentative 08:00 AM to 06:00 PM) as instructed by the controlling officer. Model: **Not earlier than January 2021. Rate Excluding EPF,ESI & GST.**	02 Nos				

2.	Monthly hire charges for Pickup Jeep (open type) with luggage carrier Non A.C vehicle, seating capacity: **5 seater**, prescribed kms per month : **1000 kms**. Working hours: **10 hrs. duty** as instructed by the controlling officer.,ExclGST,ESIand EPF. Make: Mahindra BoleroCamper or TATAXenon or equivalent make.**Model: Not earlier than Jan 2021. Rate Excluding EPF,ESI & GST..**	01 No.				
3.	Monthly hire charges for Pickup Jeep (open type) with luggage carrier Non A.C vehicle, seating capacity: **5 seater**, prescribed kms per month : **500 kms**. Working hours: **08 hrs. duty** as instructed by the controlling officer., Make: Mahindra Bolero or Camper or TATAXenon or equivalent make .**Model: Not earlier than Jan 2021. Rate Excluding EPF,ESI & GST.**	01 No.				
4.	Monthly hire charges for Non AC 12+1 Seater (Minimum) seating capacity Mini bus, prescribed kms per month 2000 kms, working hours : 24 hrs duty (06.00 hrs to 06.00 hrs next day), Make: TATA or equivalent make. .**Model: Not earlier than Jan 2021. Rate Excluding EPF,ESI & GST.**	01No.				
5	Monthly hire charges for Mahindra Bolero Non A.C OR equivalent make vehicles (Minimum 6+1 seater Taxi) for for **2000 kms**. run per month per vehicle on **12 hrs. duty** as instructed by the controlling officer. Model: **Not earlier than January 2021. Rate Excluding EPF,ESI & GST.**	01No.				
6	Monthly hire charges for Mahindra Bolero Non A.C OR equivalent make vehicles (Minimum 6+1 seater Taxi) for for **1500 kms**. run per month per vehicle on **08 hrs. night patrolling duty (22:00 hrs to 06:00 hrs)** for Panambur Police Station. Model: **Not earlier than January 2021. Rate Excluding EPF,ESI & GST.**	01No.				
	Fill up applicable GST % for the hirirng of above vehicles ----→					

- Terms and conditions- As per Annexure- A enclosed.

(SRINGESWARA N.S)
Superintending Engineer (Mechl.),NMPA.

23/4/2024

अधीक्षक अभियंता (यांत्रिक)
Superintending Engineer (Mech.)
नव मंगलूर पत्तन प्राधिकरण
New Mangalore Port Authority
पणंबूर, मंगलूर – ५७५०१०
Panambur, Mangalore - 575 010 D.K

Annexure -I

TERMS AND CONDITIONS

1. The hired vehicles shall be used by the Officers for their official works in and around NMPA, Mangaluru including conveying materials. The CNG vehicles if any shall be factory fitted CNG vehicles.

2. The quoted hire charges shall remain firm and fixed for the entire period of contract. The period of contract can be extended if required by Port only for 02 years at same rate, terms & conditions on mutual consent on satisfactory performance by the contractor in the previous years. All the vehicles under this contract shall be supplied by the bidder within 15 days from the date of issue of LOA/Work order.

3. The vehicles are required everyday including Sundays, holidays and as per the requirement of Officers to whom the vehicles are allotted.

4. 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 Tenderer, for more than one shift they shall be paid, overtime at applicable rates.

   (i) The Tenderer 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, Overtime etc. paid shall be entered in personnel register

   (iv) The minimum wages per day applicable as on 01.04.2024 as per Minimum Wages Act, 1948 for driver is Rs. **862** /- (Rupees eigth hundred sixty two 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 Tenderer for reimbursement after payment to the workers.

5. 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 Tenderer 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 Tenderer submits the bill, as documentary evidence.

6. Each extra k.m run beyond the specified limit of vehicle will be paid extra at the rate quoted as per the extra rate per Km per vehicle for every additional Km run over and above the normal prescribed Km per month per vehicle. Extra hour beyond the specified prescribed 12 hours per day shall be paid @ pro-rata basis per hour of Minimum wage rate applicable on that day in monthly bills.

   But, either extra hour charge or extra kms cost any one is payable whichever is higher.

7. Charges for escalation in fuel prices will be paid or deducted as the case may be due to changes in the diesel/petrol prices by the Govt. or the companies according to the Formula-

Increase or Decrease in monthly rate per vehicle = Increase or decrease in price of fuel per litre to the base rate X Total Kms Run in a month per vehicle

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- 12 kms per Litre for Bolero/Scorpio/ pick up type Jeep and 10kms per litre for Minibus.

Increase for extra Km run, rate per vehicle = Increase or decrease in price of fuel per litre to the base rate X Total extra kilometer in a month per vehicle

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--- 12 kms per Litre for Bolero/Scorpio/ pick up type Jeep and 10kms per litre for Minibus.

Note: a. Base rate of diesel or CNG is taken as on 02.05.2024.

b. The lowest rates of diesel prevailing for the month shall be considered for Calculating the escalation in fuel prices for respective monthly bill.

The same formaula shall be apluicable for CNG vehicles fuel escalation too considering respective vehicles average mileage per kg .

8. In case the contract is awarded and the successful Tenderer does not commence the hiring within the time indicated in the order or within the extended period (if any as

decided by the competent authority, NMPA,) then the Earnest Money Deposit will be forfeited. In this case, if the Tenderer had submitted MSME/NSIC certificate , then he shall be debarred for a period of 3 years from participating in NMPA tenders.

9. PERFORMANCE SECURITY for a sum equivalent of 10% of the total contract value (based on the number of vehicles ordered) including GST shall be submitted in the form of Bank Guarantee from any Nationalized/Scheduled Bank in the approved format within 28 days from the date of issue of LOA/Work order. The Bank Guarantee shall be kept valid for the total contract period of 06 years plus Six Months claim Period. Thereafter, the total Performance Security shall be released to the Contractor after successful completion of the Contract, deducting any dues payable to the Port. Failure to comply with the above shall lead to termination of contract as per tender clause. If the contract is extended on mutual consent at the same rates, terms and conditions of the contract, then the Bank Guarantee shall also be extended for the same period plus Six Months claim period.The Performance security may also be furnished in the form of Insurance surety bonds, account payee DD, Fixed deposit receipt from commercial bank, Bank guarantee from a Commercial bank or online payment in an acceptable form safeguarding the purchaser's interest in all respects.

   Note:- 1. The Penalty for the delay in submission of the Performance guarantee within the stipulate date above shall be at the rate of 0.25% of the amount of performance guarantee for each week or part of the week for the number of weeks delayed beyond the stipulated date of submission.

10. In the event of any breakdown/repair of the operating vehicles, an alternate vehicle shall be provided within 2 hours. **Any failure** on the part of the Tenderers to **provide the alternate vehicle,** the Tenderer is liable for **penalty of <u>Rs.2000/-</u> per vehicle per day**. Apart from the penalty, **a pro-rata deduction for that day** will be deducted from the Tenderer's bill.

11. 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 Tenderer.

12. In the event of any non-requirement of vehicle/s or any vehicle being unutilized/underutilized during the currency of the contract, same vehicle/vehicles shall

be surrendered, thus closing the contract of those vehicles, after giving 30 days notice to the Tenderer.

13. If any additional vehicle is required for a period of not less than one month, the contractor shall supply such vehicles at the same rates, terms and conditions.

14. Recoveries towards Income tax plus applicable surcharge on Income Tax will be made as per Govt. orders in this respect. Necessary certificate will be issued to the Tenderer. All the applicable statutory recoveries shall be made from the bill.

15. For the vehicles hired for 24 hours duty basis, the Tenderer shall provide 2 (two) drivers on 12 hours basis or 3 (three) drivers on 08 hour bais and payment shall be made accordingly.

16. Then Tenderer shall make arrangement for Necessary Free Port Entry Temporary Passes (as per requirement) and Free Port Entry permanent Passes to the vehicle & drivers. However, RFID card to be purchased from Pass section at tenderers cost.

17. The above quoted rates shall be inclusive of all expenses such as Fuel, lubricants, maintenance, driver salary, O.T., insurance, road tax, permit, emission testing, F.C, ESI/ EPF Contribution deducted from Drivers salary, uniforms for drivers any other over heads and profit exclusive of esi, epf contribution of employer, GST. GST, esi, epf contribution of employer at applicable rates will be paid extra subject to production of documentary evidence. The Tenderer shall file the applicable tax & returns within the time and submit the documentary evidence.

18. 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 EPF & ESI contribution of the employees and immediate employer's contribution shall be remitted to the authorities concerned periodically at the applicable rates. The immediate employers contribution, will be reimbursed to the Tenderer based on the documentary evidences towards remittance made for such increase.

iv. The prevailing rates of employees contribution and immediate employers contribution towards ESI, EPF are:

Employees Contribution	Immediate Employers Contribution
1) ESI 1.75% of the Wages	4.75% of the Wages
2) EPF 12% of the Wages	13.16% of the Wages

v. The immediate employer's contribution (Tenderer) towards ESI, EPF is the liability of the Tenderer. As such the rate shall be exclusive of ESI & EPF. The evidence of payment of ESI & EPF to the appropriate authorities shall be provided by the Tenderer to the Principal Employer (NMPA).

vi. 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 Tenderer is liable to pay fines as decided by the enforcement authorities or competent authorities of NMPA.

19. The Budgetary offers in complete shape and as required above enclosed in a sealed cover super scribed as Budgetary offer for "HIRING OF VEHICLES (FOR DEPARTMENTAL USE) AT NEW MANGALORE PORT AUTHORITY FOR 03 YEARS S" should reach to this office on or before 02.05.2024 at 15.30hrs. and same will be opened on 02.05.2024 at 16:00 Hrs in the presence of Finance Department representative.

Thanking you,

Your's faithfully,

(SRINGESWARA N.S)
Superintending Engineer (Mechl.),NMPA.

अधीक्षक अभियंता (यांत्रिक)
Superintending Engineer (Mech.)
नव मंगलूर पत्तन प्राधिकरण
New Mangalore Port Authority
पणंबूर, मंगलूर – ५७५०१०
Panambur Mangalore - 575 010 D K

23/4/2024

Address for Correspondence:
The Supdt. Engineer (Mechl.),
Administrative Building
2nd Floor, Room No.236,
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Panambur, Mangalore – 575 010.
Ph:- 0824-2887777, 2887753,
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