

एसजेवीएन ग्रीन एनर्जी लिमिटेड SJVN GREEN ENERGY Limited

(एसजेवीएन की पूर्ण स्वामित्व वाली अधिनस्थ कंपनी)
(A Wholly Owned Subsidiary of SJVN Limited)

CIN: U40100HP2022GOI009237

**1000 मेगावाट बीकानेर सोलर पावर प्रोजेक्ट
1000 MW Bikaner Solar Power Project**



TERMS & CONDITIONS

SJVN Green Energy Limited (SGEL) a wholly owned subsidiary of SJVN Limited invites Tender through GeM Portal for **“Hiring of 02 Nos. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years”** at 1000MW Bikaner Solar Power Project office, Bikaner, Rajasthan as per detailed conditions given hereunder:

A. PRE-QUALIFICATION CRITERIA (PQC):

Before the submission of bid, the bidder in his own interest ensures that he meets the requisite qualification criteria as given below and shall upload copies of the same along with the bid:

1. PROVEN EXPERIENCE

- (a) The Bidder shall be either a firm registered/ incorporated under Companies Act, 1956 or Companies Act, 2013 or a Limited Liability Partnership (LLP) firm or a registered partnership firm or a proprietorship firm.
- (b) The bidder should have commercial vehicles registered as All India Tourist Permit taxis and must have a fleet strength of at least 02 no. commercial vehicle as on the last date of submission of Bids.
- (c) Bidder should have experience of having executed the **“Similar Services”** during the last 7 (seven) years, as on the last of submission of bid, value of which should not be less than either of the following:
 - (i) Single work of value not less than Rs. 15.80 lakh, or
 - (ii) Two works of value not less than Rs 9.88 Lakh each, or
 - (iii) Three works of value not less than Rs. 7.90 Lakh each

In case of contract(s) under execution as on the last date of submission of bid, the value of the work(s) executed as on the last date of Submission of bid will be considered for evaluation.

“Similar Work” shall mean providing Taxi Services for a minimum period of one year ending on the last date of submission of bid.

In support of above, the bidder should submit the following:

- (i) *For (a) above: copy of Certificates of Incorporation /Partnership deed/ Proof of proprietorship.*
- (ii) *For (b) above: copy (ies) of valid RC for the vehicles owned by the bidder.*

- (iii) *For (c) above: copy (ies) of the PO's/LOA's/Agreement's/Work Order's along with completion certificate/ satisfactory performance certificate in case of on-going contract from clients/end users.*

In case the LOAs/Work orders/Agreements are from the private company (ies)/ firm (s), then copy (ies) of TDS for the same are also need to be submitted along with completion certificate/ satisfactory performance certificate in case of on-going contract.

- 2. FINANCIAL REQUIREMENT:** The Bidder should have average Annual Turnover of minimum Rs. 6 Lakh* in the last 03 (three) Financial Years ending on 31.03.2026.

Remarks:

- Annual financial turnover should be supported by Annual Report (Balance Sheet and Profit & Loss Account) of last 3 (three) years ending 31/03/2026. In case the final turnover of previous financial year 2025-26 is not finalized till the submission of bid, the provisional financial turnover for the year ending 31/03/2026 should be submitted by the bidder duly authenticated/audited by the concerned statutory auditor or an authorized practicing Chartered Accountant or an authorized firm of Chartered Accountants.*

Or

In support of this, the bidder must submit/ upload the documentary proof duly certified/ authenticated by certified Chartered Accountant.

- The Relaxation regarding prior turnover and prior experience is applicable only to MSE recognized vendors & all Startups recognized by Department for Promotion of Industry & Internal Trade (DPIIT) subject to meeting of quality and technical specifications.*

3. GENERAL CONDITIONS OF QUALIFICATIONS:

- The bidder should have an office in the state of Rajasthan for Operational conveniences. Documentary proof of the same should be submitted along with the bid.**
- Any kind of sub-contracting including joint ventures, consortium formation, associates or group formation to fulfil the qualifying requirements of this tender will disqualify the Bidder i.e. the qualifying requirement at **1 & 2 above** must be met by the bidder independently.
- SGEL reserves the right to cancel / withdraw the invitation for bid without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.**
- Notwithstanding anything stated above, SGEL reserves the right to assess the Bidder's capability and capacity to perform the contract satisfactorily, should the circumstances warrant such assessment in the overall interest of SGEL.
- The above-mentioned requirements are minimum and the SGEL reserves the right to ask for any additional information.
- Any tie up to meet the qualification requirement will not be considered.

B. EARNEST MONEY DEPOSIT (EMD)/ BID SECURITY

1. The Bidder shall furnish, EMD/ Bid Security as part of Bid amounting to Rs. **39,514/- (Thirty-Nine Thousand Five Hundred and Fourteen only)**.
2. The “**EMD/ Bid Security**” shall be submitted/ deposited online in SGEL account through Gem Portal/ NEFT/ RTGS as per detail given below:

Beneficiary Name	SJVN Green Energy Limited
Account Number	40946180057
IFSC Code	SBIN0003219
Bank/ Branch	State Bank of India/South Extension- Part II, Delhi-110049.

The EMD/Bid Security through GeM Portal/ NEFT/ RTGS is to be credited in **SGEL** account on or before schedule date and time specified in the tender.

The bidder(s) will have to upload the document regarding submission of EMD/Bid Security along with transaction reference no. on or before schedule date and time specified in the bid document.

Caution: Please ensure that you need to mention the correct beneficiary account number and IFSC code as mentioned above while making payment via GeM Portal/ RTGS / NEFT. In the event of funds remitted to wrong beneficiary account number, SGEL or its Bank or its service provider would not responsible for the same.

3. EMD/Bid Security of the bidder shall be forfeited/necessary action may be taken as per bid security declaration, if the bidder withdraws or amends its bids or impairs or derogates from the bid in any respect with in the period of validity of the bid. The EMD of the successful bidder shall be retained as Initial Security Deposit. If the contractor is failed to fulfil his obligations, the EMD, retained as contract security shall be forfeited/necessary action may be taken as per bid security declaration submitted by the firm along with their bid.
4. The EMD/Bid Security of unsuccessful bidders shall be returned within thirty (30) days after the expiry of the bid validity period or award of work to the successful bidder whichever is earlier.
5. The EMD of the successful bidder shall be retained as Initial Security Deposit and shall be returned without any interest within 30 days after satisfactory completion of the contract subject to submission of “Work Completion” certification by Officer-in-Charge.
6. EMD submitted by the successful bidder/ contractor may be forfeited on the following grounds:
 - (a) If the contractor fails to arrange the deployment of vehicle within the period (s) specified in the contract or any extension thereof granted by SGEL.
 - (b) If the contractor fails to perform any other obligation(s) under the Scope of Work of the contract.
 - (c) On refusal to accept the award of work.
7. **No interest shall be payable by SGEL on EMD/ Bid security.**
8. **Micro or Small Enterprises (MSE)/NSIC/Startup India** registered firms are exempted from submission of the “**EMD/ Bid security**” and **must upload the scanned copy of the Udyam Registration/NSIC/ Startup India recognition certificate.** If the same does not contain the item(s)/

works(s)/ Services as listed in our Bid Document and no EMD is found submitted, then SGEL may ask the bidder to submit the EMD and the same should reach within ten (10) days from the date of SGEL's notification by email/fax/letter, otherwise the bid shall be considered as non-responsive and price bid of such firms shall not be opened in case of two bid system. ***Further, the bidder, must also submit Bid Security Declaration along with their bid (As per Format-2)***

Note:

- (a) The exemption of submission of EMD/ Bid Security shall be given to the MSE's only after verification of their Udyam registration on Udyam Registration (UR) portal.
- (b) Micro or Small Enterprises (MSE)/NSIC/Startup India registered firms are not exempted from the submission of Contract Performance Guarantee/ Security Deposit.

9. Tender without EMD/ Bid Security will be outrightly rejected.

C. Evaluation of Bids:

1. **Evaluation of Technical Bids:** Evaluation of Technical Bids shall be carried out based on the documents submitted by the bidders in their Technical Bids and subsequent clarifications/documents submitted by the bidders during evaluation of bids. The Bidder(s) shall be declared as Technically qualified provided that their bids are substantially responsive and meet the pre-qualifying criteria (PQC) and other terms and conditions as specified in this tender document. The price bids of only those bidders will be opened who are technically qualified as per the criteria mentioned above.
2. **Evaluation of Price Bids:**
 - (i) Evaluation of Bid Price shall be done on the basis of the lowest rate quoted against only monthly hiring charges of Taxi Vehicle. The Bidder quoting the lowest monthly hiring charge of Taxi Vehicle shall be declared as L-1 Bidder and accordingly, contract shall be awarded to L-1 Bidder. In case two or more Bidders quote the same Monthly Charge, the determination of L-1 Bidder shall be carried out based on GeM Algorithm as per provision of GeM Portal.
 - (ii) However, SJVN/SGEL shall be under no obligation to accept the lowest or any other offer received in response to this NIT and shall be entitled to reject any or all offers without assigning any reason whatsoever, any time during the process.
 - (iii) SJVN Limited /SGEL reserves the right to cancel the tendering process at any time before award of work without assigning any reasons thereof.

D. SCOPE OF WORK / SERVICES:

1. **The successful Bidder (hereinafter referred as "Contractor"/ "Service Provider") shall undertake to provide Taxi services with adequately trained and well-disciplined driver to SGEL office at 1000 MW Bikaner Solar Power Project (BkSPP), Bikaner, Rajasthan as per requirement of SGEL in accordance to following specifications:**

Vehicle Model	AC Commercial vehicle, 7-Seater SUV (MAHINDRA BOLERO NEO N4). Vehicle registered as tourist/cab vehicle in Rajasthan with All India Tourist Permit and Yellow number plate.
Fuel type	Diesel
Year of Vehicle Model (Purchase/Registration)	Vehicle 1st registration shall be in 2026
Vintage	25,000 kms

2. **The vehicle must be owned by either the bidder, the registered firm, the LPP, registered partnership firm or the proprietorship firm. SGEL may validate the registration from e-Vahan portal for authenticity of the vehicle provided by the service provider.**
3. The vehicle provided to SGEL must be **registered as tourist/cab vehicle in Rajasthan.**
4. **The bidder should have an office in the state of Rajasthan for operational conveniences.** Documentary proof of the same should be submitted along with the bid.
5. The running terrain shall be Plain, Hilly and desert area.
6. The vehicles to be provided to SGEL shall be 2026 Model and should not have run more than 25,000 KM as on the date of commencement of the services. Running of the vehicle would be 3000 kms per month and twelve (12) hours daily duty of driver (approx.). This is only tentative and the vehicle would be required to run more or less than this figure as per requirement without any limit. Vehicle/ Taxi shall be available for 24 hours on all week days at office. The vehicle shall ply between cities/villages/areas of Rajasthan and may also be required to travel to other States/UT's of India as and when required for which the statutory charges (if applicable) shall be paid separately.
7. The Head Quarter of the vehicle shall be **1000 MW BkSPP office, A-17, Third Floor, Khatod mansion, Kanta Khaturia Colony, SJVN Green Energy Limited, Bikaner, Rajasthan-334001.** The vehicle shall ply between Bikaner city and Project site i.e. Banderwala, Karnisar-Bhatiyani on daily basis. Travel to places **beyond 150 Kms of headquarter** shall be treated as outstation duty. The contractor shall bear the responsibility for the stay of the driver.
8. **Inspection:** The vehicle(s) will be inspected by OIC before deployment. Periodic inspection shall be carried out by OIC or his authorized representative as per the provisions of Contract.

9. COMMENCEMENT OF SERVICES:

The commencement of services shall be from the actual deployment of vehicles at SGEL's office at Bikaner, Rajasthan after inspection of the vehicle(s) by the OIC.

The vehicles shall be deployed within a maximum period as indicated below:

Sr. No.	Vehicle	Deployment Schedule
1.	02 Nos. Vehicle Model - AC Commercial vehicle, 6+1-Seater SUV (Mahindra Bolero Neo N4) Vehicle registered as tourist/cab vehicle in Rajasthan with All India Tourist Permit and Yellow number plate.	Within 07 days from the Date of issue of LOA.
* In case, the bidder/ Contractor proposes to purchase a new vehicle towards deployment under this Contract, he has to deploy vehicle(s) of equivalent or higher model till the new vehicle is deployed. However, deployment of such replacement vehicle(s) shall not be more than 01 month and in such case SGEL shall reserve the right to terminate the Contract upon expiry of timelines specified above. ** In cases of exigency, wherein the Contractor is unable to provide new vehicle(s) within the timeline specified above, the Contractor shall submit documentary evidence to justify the delay. SGEL on the basis of such justification may grant a maximum additional period of 01 month at its sole discretion. No additional extension shall be entertained subsequently and the Contract or part thereof shall stand terminated accordingly.		

10. DURATION OF CONTRACT:

The Contract shall be effective as on the date of issue of Letter of Award and shall be continued for a period of 24 (Twenty-Four) months or completion of 1,25,000 (One Lakh Twenty-Five Thousand) Kms (whichever is earlier) from the date of commencement of the Services unless terminated earlier. In case the deployed vehicle completes running of 1,25,000 (One Lakh Twenty-Five Thousand) Kms before completion of Contract Period i.e. 24 calendar months, alternate vehicle can be deployed by the Contractor fulfilling the requirements under “Scope of Work”. Upon expiry of Two years from the date of commencement of service, SGEL at its sole discretion, may extend this contract for a further period of maximum up to one year on the same rates, terms and conditions subject to written consent of Contractor to continue their services on same rates, terms and conditions. In such case, a written notice of extension of Contract shall be provided to the Contractor.

11. SGEL will make payment of fuel (**standard fuel not premium fuel**) charges for the vehicle at the rate as specified below:

Sr. No.	Vehicle	Milage*
1.	02 No. Vehicle Model - Mahindra BOLERO NEO (6+1-Seater) with Taxi Permit and Yellow number plat AC Commercial vehicle, 6+1-Seater SUV (Mahindra BOLERO NEO) Vehicle registered as tourist/cab vehicle in Rajasthan with All India Tourist Permit and Yellow number plate.	One litre for every 8.5 (Eight and Half) kilometers (with AC)
The rate as on 15th day of each calendar month shall be considered for reimbursement of the Fuel (standard fuel not premium fuel) charges to the service provider as per actual consumption. Cost of lubricants/urea shall be borne by the contractor.		

12. Night Halt charges for driver per night at outstation is Rs. 1000 per night. Night Halt shall be

considered only if the vehicle stays outstation.

13. Overtime charges for driver per hour beyond normal working hours (Beyond 12 Hrs i.e., 8:00 AM to 8:00 PM) is **Rs. 100 Per Hour**.
14. Extra charges for running beyond **3000 KMs per Month** (excluding fuel cost) is Rs. 5 per Km.
15. The vehicle shall be plied on all Kuchha & Pucca Roads as per the requirement of SGEL depending upon the type of duty, for which the vehicle is to be hired.
16. The time of service provided shall start from pickup at BkSPP office to final drop off at BkSPP office. The garage hours and kms shall not be included.
17. Normal duty hours shall be twelve (12) hours i.e., **8:00 AM to 8:00 PM** or timings for reporting for duty shall be as per the directions of OIC. Vehicles may ply on all days as per the requirement of SGEL.
18. **The vehicle provided shall have all the necessary permits/licenses/clearances such as, but not limited to fitness certificate, PUC, full comprehensive insurance, road permit, registration certificate, as per the Motor Vehicles Act, RTO and other applicable laws and statutory bodies, for providing commercial vehicles for this service. All the cost incurred in this regard during the period of contract shall be borne by the service provider.**
19. Emergency medical **First-Aid kit and portable fire extinguishers** should be kept in the vehicle.
20. The vehicle should be in excellent working condition (both internally and externally) at all times. The service provider shall ensure that the vehicle deployed by him are cleaned thoroughly both internally and externally, boot kept clear of dust, rubbish, oil, bad odour and any personal belongings of the driver.
21. The driver of the vehicle must possess a **valid driver license and must have a minimum 2 years of driving experience**.
22. The driver of the vehicle must have a working mobile number for easy contact by the passenger. It must also have an active internet connection at all times where google maps can be accessed, to navigate the shortest and/ or fastest route possible avoiding traffic jams. **The driver shall be reachable at all times during duty hours.**
23. The driver of the vehicle deployed should maintain polite & courteous behaviour towards the buyer/ passenger. "Misbehaviour" which may include, but not limited to, consumption of alcohol during or prior to duty, denial of duty during service hours as defined by user, use of abusive language, theft, shall attract penalties as per provisions of the contract.
24. **The service provider shall provide at his own cost proper uniform and badges and photo identity cards to the drivers in compliance with the Motor Transport Workers Act.**
25. The vehicle shall have **two sets of loose white covers/towels** so that **these covers/towels** can be used alternatively. Cost of washing/ dry cleaning of these covers will be borne by the contractor.
26. The drivers/ staff provided by the service provider shall not be deemed employees of the SGEL hence the compliance of the applicable labour laws and acts, Transport Motor workers Act and other relevant laws will be the sole responsibility of the service provider.

27. SGEL shall not be liable for any damages whatsoever to public property and /or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle.
28. SGEL will in no way be responsible for violation of traffic rules and /or infringement of any other law for the time being in force, either by the driver of the vehicle or by the service provider.
29. During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the service provider's risk.
30. The service provider shall pay the toll charges, parking fee or entry taxes payable locally or outstation which shall later be reimbursed by SGEL on actual basis as paid by the service provider.
31. One day weekly rest for the vehicles shall be allowed as fixed by SGEL. In case, the hired vehicle is utilized on the weekly rest days, the overtime charges shall be paid extra.
32. The service provider shall not be allowed to utilize the vehicles except for maintenance purpose. Fuel cost of such use will be borne by the service provider.
33. The vehicle without working Speedometer shall not be acceptable. In specific cases of Speedometer breakdown, the permission for running shall be obtained from SGEL office at 1000 MW Bikaner Solar Power Project (BkSPP), Bikaner, Rajasthan with penalty of Rs. 200 per day.
34. The cost of repairs and maintenance, Expenditure on Lubricants/ Urea of the vehicle and Periodical Maintenance as per manual including cleaning of seats etc. shall be borne by the Contractor.
35. All journeys performed / covered on account of filling of fuel/ repairs and by the driver for his halt at out station/ at Head Quarter from its residence/ place of posting of duty shall not be paid by SGEL.
36. Watch & Ward of the vehicles shall be the Contractor's responsibility. No claim of any kind in this respect shall be entertained / accepted by SGEL.
37. The driver deputed with the vehicle shall keep and maintain the log book of the vehicle used by SJVN Green Energy Limited, which should be completed every day for each journey undertaken. An authorized representative of SJVN Green Energy Limited shall verify and countersign the journey in the Log-book every day. The odometer should be in working condition and should match KM reading. The odometer of the vehicle shall always remain in the working condition failing which the penalty @ Rs. 1000/- per day per vehicle for non- working of odometer shall be imposed.
38. The vehicle deployed for duty shall at no point of time carry any person other than personnel authorized by SGEL.
39. **Penalties and Fine:** As per SLA of GeM bid document.
40. **The Contractor shall NOT ASSIGN NOR SUBLET the contract or any part thereof or allow any person to become interested therein in any manner whatsoever.**
41. The hired vehicle shall be governed under Contract Carriage Clause of the Motor Vehicle Act, 1988-89, amended from time to time.
42. SGEL reserves the right to terminate the contract by giving 1 (one) week notice without assigning any reason and without any financial consideration/ implication.

43. Any loss to SGEL due to the negligence of the Driver, the same shall have to be borne by the Contractor.
44. **The service provider shall take comprehensive insurance cover with third party unlimited risk of the vehicle provided to the SGEL at his own cost.** The service provider shall be responsible for the compensation, payable arising out of any accident including any payment to the first party and to the third party. No compensation in case of accident/ damage to vehicle or for death/ injury to the driver will be made by SGEL.
45. The Service Provider shall ensure that all maintenance works related to the assigned vehicle will be carried out in off duty hours. It shall be ensured that all electrical connections including lights (both brake and front), horn, turn indicators, air conditioning and other vehicle systems shall be periodically checked and maintained by service provider to avoid any inconvenience to SGEL.
46. The service provider must ensure that all necessary measures are taken by the driver to ensure passenger safety by avoiding negligent driving by their drivers such as over speeding, rash driving, and driving vehicle without brakes/defective brakes.
47. The service provider shall be responsible for ensuring compliance with the provisions related to Labour Law [Central/State] and especially Minimum Wages Act, Payment of Wages Act, PF, ESI Act, Payment of Bonus Act, Contract Labour [R&A] Act, Workmen Compensation Act, Motor Vehicle Act, Motor Transport Workers Act, 1961 etc. and any other relevant acts as applicable at present or in future during the tenure of the contract and as may be enforced from time to time. Onus of compliance of all the applicable Laws/Acts/Rules shall rest with the service provider only and the SGEL will not be liable in any manner.
48. In an event that service provider fails to deliver or fails to carry out tasks as per schedule due to non-delivery of vehicle, break-down, servicing and repairs of vehicles, or if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons, the Service Provider at his own cost shall make alternate arrangement by providing similar or higher class of vehicle(s) for which agreement is entered into, without any extra charges. Failure to do so will evoke penalty then SGEL shall have right to recover damages as per the provisions of the contract.

E. Terms of Payment:

1. The payment on monthly basis shall be made within 30 days after verification of Logbook and submission of appropriate Bill/Invoice along with all supporting documents by the Contractor. The rate as on 15th day of each calendar month shall be considered for reimbursement of the payment of Fuel charges.
2. Taxes/TDS/Bank charges etc. as applicable shall be deducted at source by SGEL from the running bills.
3. The monthly rates quoted shall be inclusive of all costs towards wages for Driver, Spares, Consumables, Lubricants/ Urea, Repairs, Insurance, Contingencies, Overheads, Profit, Statutory

Taxes, etc. and nothing extra shall be paid. The rates shall remain **FIRM** during entire contract period and no escalation shall be provided.

4. Price Schedule:

(a) Bidder shall submit the prices for Hiring of **02 No. AC Commercial vehicle, 7-Seater SUV (MAHINDRA BOLERO NEO N4) Taxi Vehicle (Without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years up to 3000 Kms per month** excluding fuel cost. Other charges of hiring of the vehicles are fixed (shall be reimbursed as per actual) and bidder shall account the following charges while submitting the prices as detailed under:

- i. Extra charges for running beyond 3000 Kms (excluding fuel cost) is Rs. 5.0 per Km.
- ii. Overtime charges for driver per hour beyond working hours (12 Hours) is Rs. 100 per Hour.
- iii. Night halt charges for driver per night at outstation is Rs. 1000 per night. Night halt shall be considered if vehicle is outside the head quarter.
- iv. Payment of fuel charges shall be made as detailed under:

Sr. No.	Vehicle	Milage*
1.	AC Commercial vehicle, 6+1-Seater SUV (Mahindra Bolero Neo N4) Vehicle registered as tourist/cab vehicle in Rajasthan with All India Tourist Permit and Yellow number plate.	one litre for every 8.5 (Eight and half) kilometers (with AC)
The rate as on 15th day of each calendar month shall be considered for reimbursement of the Fuel (standard fuel not premium fuel) charges to the service provider as per actual consumption. Cost of lubricants/urea shall be borne by the contractor.		

- v. Parking charges, Entry tax, Toll Plaza charges/taxes shall be paid as per actual upon submission of receipts of transactions.
- vi. GST on item mentioned at Sr.no. i to iv above (if applicable) shall be paid extra as per the provisions of GST Act.

(b) The prices of the Vehicle shall be quoted as under:

All the bidders shall quote the **price (inclusive of GST)** for the entire scope of work i.e. Hiring charges of **“Hiring of 02 No. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for 1000 MW Bikaner Solar Power Project for a period of 02 years at 1000 MW Bikaner Solar Power Project office, Bikaner, Rajasthan”** on a **"single responsibility"** basis such that the total bid price covers all the service provider's obligations mentioned in or to be reasonably inferred from the bidding documents. The format for calculating the total Price to be submitted as a single value on GeM portal is as below:

Table no.1					
Sl. No.	Description	Unit	Qty.	Rate (₹)	
				In Figure	In Words
1	Fixed Hiring charges (inclusive of GST) of AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for the period of 3 years up to 3000 km/month (excluding fuel charges)	Per Month	1	Not to be quoted here.	Not to be quoted here.
2	Total charges (inclusive of GST) for hiring of AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for the period of 3 years up to 3000 km/month (excluding fuel charges)	Amount to be quoted = (Rate quoted in Sr. no. 1) * 02 (no. of vehicle) * 36 (months)		(Prices to be quoted by bidder in GeM portal)	

- i. All the bidders are requested to go through **Table no. 1** (i.e., Break-up of Quoted Price) before quoting their **price (inclusive of GST)** on **GEM Portal**.
- ii. Bidders are advised to check the applicable GST on their own before quoting. SGEL will not take any responsibility in this regard. The applicable GST shall be released on submission of GST invoice as per GST act. In case **applicability of GST in RCM mechanism the same shall be considered inclusive in the quoted price.**

Note: The Table-1 (i.e. break-up of quoted price) is to be uploaded along with Price Bid part. However, L-1 bidder may be asked to submit signed copy of Table-1 after the opening of financial bid part. **The break-up shall be integral part of the LoA and the payment shall be regulated as per the break-up only on unit rate basis.**

- iii. Bidders are advised to go through GeM Instructions, GeM General Terms & Conditions (GTC), conditions stipulated in Bid Document and GeM Service Level Agreement (SLA) specific to this service thoroughly before creation of their bids.
- iv. It is advised that during quoting of their rates, the bidder must analyze all costs involved, including costs associated with deployment of driver, Repair & Maintenance cost of vehicle, Insurance cost, road permit, etc. to carry out the services as per scope of the work and the terms & conditions stipulated in the Bid Documents.
- v. SGEL reserves the right to ask the additional information after the opening of the bid.

- vi. **The bidder not submitting the information/documents as per bidding documents as above shall be considered non-responsive & their price bid shall not be opened.**
- vii. SGEL further reserves the right to reject any Bid which is not submitted according to the instructions stipulated above.
- viii. **No Price Part/Price Breakup is to be submitted along with techno commercial part of the bid otherwise bid shall be rejected as per GEMGTC Clause no. 3.0 (xvii)**

F. General:

1. FORMAT AND SIGNING OF BID

- (a) The documents submitted by the bidder shall be duly signed and stamped at each page by the Authorized signatory of the applicant duly authorized to sign and submit the Bid and which is binding upon the Bidder during the full period of its validity.
- (b) Bidder has to submit declaration regarding Authorization as per Para 1.0 of the Letter of Bid (**Format-1**). Further, at the time of signing of Contract Agreement (If applicable), the Successful Bidder(s) shall be required to submit valid Authorization in favour of the person signing the Contract Agreement.
- (c) The online Bid Response Sheets shall be signed by a person duly authorized to sign on behalf of the Bidder. Each and every page of the documents submitted in the bid must be signed by usual signature of the person duly authorized.
- (d) All witnesses shall be persons of status and their full names, occupations and addresses shall be stated below their signatures.

2. Document Comprising the Bid

- (a) The Bid submitted by the Bidder shall comprise the following documents: -
 - (i) Letter of Bid (As per **Format-1**) duly completed and signed by the Bidder, together with all Attachments identified.
 - (ii) Bidder's Eligibility and Qualifications as under:
 - Copy of Certificates of Incorporation / partnership deeds or any other valid document issued by the respective registrar of firms/companies pursuant to **clause A(1)(a) above**.
In case of Proprietorship firm,
Self-declaration or self-certificate supported by PAN in the proprietor's name and registered office proof would suffice or Copy of Udyog Aadhar or copy of License under Shop and Establishment Act or GST Registration Certificate.
 - Copy (ies) of valid RC for the commercial passenger vehicles owned by the bidder pursuant to **clause no. A(1)(b) above**.
 - Certificate of Experiences pursuant to **clause no. A(1)(c) above**.
 - Annual Audited Financial statements for the last three Financial Years (FYs) ending on 31.3.2024 (i.e. for FYs 2021-22, 2022-23 & 2023-24) or CA Certificate pursuant to **clause no. A(2) above**.
 - Copy of **PAN & GST Registration Certificate**, as applicable.

- **Bid Security/ EMD as per clause no. B above.**
- **Bid Security Declaration as per Format-2.**
- Detail of Vehicle to be provided by bidder as per **Format-3.**
- Techno-Commercial Bid Response Sheet regarding prior experience as per **Format-4.**
- Copy of **Udyam registration/ Micro or Small Enterprises (MSE)/NSIC/Startup India certificate** (if applicable).
- Documentary proof of bidder's establishment/office in Rajasthan as per **Clause no. A(3)(a).**
- **MII Certification:** Undertaking of **Self certification regarding Local Content** In line with PPP-MII order, 2017 & Revision PPP-MII order, 2017 dated 16/09/2020 and 28/07/2020 as per **Format-5.**

3. Officer In -Charge (OIC)

The OIC of this work shall be HoP, 1000 MW Bikaner Solar Power Project, SJVN Green Energy Limited, Bikaner, Distt Bikaner (Rajasthan). All the post award corresponding shall be addressed to OIC.

4. CONTRACT PERFORMANCE GUARANTEE (CPG)/SECURITY DEPOSIT:

The earnest money (EMD) submitted by the contractor along with the bid shall be treated as **Initial Security Deposit**. In addition to the above, pro-rata deduction at the rate of Five percent (5%) of monthly vehicle hiring charges from the Running Bill of the contractor shall be made towards **Security Deposit**. This deduction (including the initial Security Deposit) shall be continued till the total amount towards **Security Deposit reaches Five percent (5%) of total vehicle hiring charges plus 18% GST**. The Security Deposit shall be returned **without any interest 30 days after successful completion of the contract subject to submission of "Work Completion" certification by Officer-in-Charge.**

5. The contract shall also be governed by **General Terms and Conditions of GeM and Service Level Agreement of GeM** for "Monthly Basis Cab and Taxi Hiring Service (Without Fuel).

6. CORRUPT AND FRAUDULENT PRACTICES:

If SGEL determines that the Contractor and/or any of its personnel, or its agents, services providers, suppliers and/or their employees has engaged in corrupt, fraudulent, collusive coercive, or obstructive practices, in competing for or in executing the Contract, then SGEL may, after giving 14 days' notice to the Contractor, terminate the Contractor's employment under the Contract and expel him from the Site.

For the purposes of this Clause:

- (a) "Corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party.
- (b) "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.
- (c) "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party.

- (d) “Coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party.
- (e) “Obstructive practice” is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation.

7. Laws governing the Contract: The Contract is governed by and shall be construed in accordance with the laws of the Republic of India.

8. Termination of Contract:

The contract shall come to an end either on completion of the contract period or shall be terminated for the following reasons:

- (a) **Mutual Consent:** The contract may be terminated based on mutual consent in case of services are no longer required. Termination based on mutual consent will not attract any penalties or shall not be liable of any extra payments other than payment of invoices raised till the time of termination including notice period.
- (b) **Breach of Contractual obligations:** Any incidents considered as the breach of contract will result in immediate termination of services. SGEL shall have the right to terminate the contract effective immediately by giving written notice to service provider if, the service provider breaches a material provision of the contract where that breach is not capable of remedy; or if the service provider breaches any provision of contract and fails to remedy the breach within 14 days after receiving notice requiring it to do so.
- (c) **Breach of Service Level Agreements:** The contract may also be terminated if i) the cumulative penalties rise to 10% of the contract value. ii) repeated breach of any SLA beyond 3 instances.

9. Jurisdiction of Courts: The Courts of Rajasthan shall have exclusive Jurisdiction in all matters arising under the contract between the parties.

***** End of Section *****

FORMS AND FORMATS

Format-1

Performa for Letter of Bid

Ref No. [.....]

Date: __/__/2026

To,

Dy. Manager (Mech.),

SGEL - 1000 MW Bikaner Solar Power Project,

3rd Floor, Khatod Mansion,

Plot No. A-17, Kanta Khaturia Colony,

Bikaner, Rajasthan – 334003

Subject: GeM Bid No. _____ for “Hiring of 02 No. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years” at 1000MW Bikaner Solar Power Project office, Bikaner, Rajasthan.

Sir,

- 1.0 I the undersigned, is authorized signatory of
(insert name of the Firm/Agency/Bidder) and is competent to sign this declaration and execute this tender document.
- 2.0 I have carefully read and understood all the terms and conditions of the tender document in conjunction with its subsequent Amendment(s)/ Clarification(s)/ Addenda/Errata/ Corrigendum(s), if any, and undertake to abide by them;
- 3.0 The information/documents furnished along with the above Bid are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- 4.0 We **(Insert name of the Firm/Agency/Bidder)**
undertake, if our bid is accepted, to commence the work immediately upon your Letter of Award to us as per provisions mentioned therein, and to achieve Completion of Works within the time stated in the Bid Documents.
- 5.0 We **(Insert name of the Firm/Agency/Bidder)**
undertake that we have not submitted more than one bids against the subject cited Bid. We also undertake that we have not joined hands with related parties such as associated firms / partners for submitting the bid in different
- 6.0 We, ... **(Insert name of the Firm/Agency/Bidder),**
confirm our acceptance to all terms and conditions mentioned in the GeM Bid No _____ dated _____ including all subsequent clarifications/ amendment/addendum/corrigendum(s), in totality and withdraw all deviations raised by us, if any.

- 7.0 We (*Insert name of the Firm/Agency/Bidder*) agree to abide by this bid till 90 days from the last date of submission of bids as stipulated in the Tender Document, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
- 8.0 Until a formal Contract is prepared and executed between us, this bid, together with your written acceptance thereof in the form of your Letter of Award shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the Letter of Award.
- 9.0 We understand that you are not bound to accept the lowest or any bid you may receive. We acknowledge the right of the Employer to reject our Bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
- 10.0 We understand that you may annul the bidding process and reject all bids or accept or reject any of the bids at any time and that you are neither bound to accept any bid that you may receive nor to invite the Bidders to bid for Works, without incurring any liability to all or any of the Bidders.
- 11.0 We agree and understand that the Bid is subject to the provisions of the Tender Documents. In no case, we shall have any claim or right of whatsoever nature if the Works is not awarded to us or our Bid is not opened.

12.0 Attachments to the Letter of Bid:

In line with the requirement of the Tender Documents, we enclose herewith the following Attachments to the Letter of Bid:

(i) **Attachment-1: Bidder's Pre-Qualification Criteria**

- a) Copy of Certificates of Incorporation /Partnership deed/ Proof of proprietorship as per **Clause no. A(1)(a).**
- b) Copy(ies) of Valid RC for commercial passenger vehicles owned by us as per **Clause no. A(1)(b).**
- c) Data/Documentary Evidences in support of Valid experience as per **Clause no. A(1)(c).**
- d) Proof of Annual Turnover as per **Clause no. A(2)** of this Bid Document.
- e) Copy Permanent Account Number (PAN) card and GST Registration Certificate.
- f) Documentary proof of our establishment/office in Rajasthan **as per Clause no. A(3)(a).**
- g) **MII Certification:** Undertaking of **Self certification regarding Local Content** In line with PPP-MII order, 2017 & Revision PPP-MII order, 2017 dated 16/09/2020 and 28/07/2020.

(ii) **Attachment-2:** Scanned copy of Proof of payment of EMD/Bid Security Declaration as per Clause no. B.

(iii) **Attachment-3:** Details of vehicle to be provided.

(iv) **Attachment-4:** Techno-commercial bid response sheet regarding experience.

- (v) **Attachment-5:** Copy of Udyam Registration/Micro or Small Enterprise (MSE)/NSIC/Startup certificate. (if applicable)

Date.....

.....

Place.....

.....

(Name & Signature of Authorised
Representative with Seal/Stamp of Company)

Format for Bid Security Declaration

GeM Bid No.: _____

To**Dy. Manager (Mech.),**

SGEL - 1000 MW Bikaner Solar Power Project,

3rd Floor, Khatod Mansion,

Plot No. A-17, Kanta Khaturia Colony,

Bikaner, Rajasthan – 334003

Subject: Bid security declaration for GeM Bid no. _____ **“Hiring of 02 No. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years”** at 1000MW Bikaner Solar Power Project office, Bikaner, Rajasthan.

Respected Sir,

I hereby submit a declaration that the bid submitted by the undersigned, on behalf of the **[Name of the Bidder]**, shall not be withdrawn or varied during the period of bid validity.

I, on behalf of the bidder....., **[Name of the Bidder]** also accept the fact that in case the bid is withdrawn or varied any term & condition in regard hereto during the period of bid validity, except as provided in the bid document or in case of a successful bidder, if we fail within the specified time limit to sign the agreement or we fail to furnish the required performance security or if we adopt the corrupt or coercive or fraudulent practices then, **[Name of the Bidder]** will be suspended for participation in the tendering process for the works of SJVN Ltd and its subsidiaries and works under other centrally sponsored schemes, for a period of one year from the date of issue of such suspension by the Employer.

Date:

(Signature of Authorized Signatory)

Place:

(Name)

(Designation)

(Common Seal)

Details of Vehicle to be provided by the Agency

GeM Bid No.: _____

Subject: “Hiring of 02 No. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years” at 1000MW Bikaner Solar Power Project office, Bikaner, Rajasthan.

S.No.	Make & Model of Vehicle provided	Supporting Documents to be provided	
		In case of new vehicle, then copy of RC, PUC, Insurances to be submitted to BkSPP office before deployment of vehicle.	In case of old vehicle, then copy of RC, PUC, Insurances and Odometer copy to be submitted along with bid.

Date.....

Place.....

(Name & Signature of Authorised Representative with Seal/Stamp of Company)

Format-4

GeM Bid No.: _____

Bid Response Sheet regarding Experience of Similar Work for ““Hiring of 02 No. AC Commercial vehicle, 7-Seater SUV (Mahindra Bolero Neo N4) Taxi Vehicle (without Fuel) registered as tourist/cab vehicle in Rajasthan along with driver for a period of 02 years” at 1000MW Bikaner Solar Power Project office, Bikaner, Rajasthan.

(This is for Reference only, The Techno-Commercial Bid Response Sheet (TBRS) must be submitted online only and to be filled in through GeM Portal)

S.No	Name of Client	Period of Contract (From-to)	Client Details (Address, Person, phone, Fax)	Contact (including Contact, email,	Value of Contract (Per Annum)	Reference of the Document submitted along with Page Nos.

Note:

- 1. The Document to be uploaded must be signed by authorized signatory.**
- 2. All the pages are to be serially numbered with index & Relevant page Nos to be mentioned in ref column.**
- 3. All the supporting Documents should be uploaded before submitting the Bid.**

Date.....

Place.....

.....

.....

Name & Signature of Authorized
Representative with Seal/Stamp of Company

(to be printed on company's letter pad)

DECLARATION OF LOCAL CONTENT

No _____

Date: _____

To,

Dy. Manager (Mech.),

SGEL - 1000 MW Bikaner Solar Power Project,

3rd Floor, Khatod Mansion,

Plot No. A-17, Kanta Khaturia Colony,

Bikaner, Rajasthan – 334003

Reference: 1. DPIIT(PPE), Ministry of Commerce, GoI, notification no. P-45021/102/2019-PP(BE-II) (E-29930) dated 26.11.2020, 4 March 2021 (and any amendment thereof)

2. GeM Bid no. _____.

3. Our quotation No. _____ dated _____.

Dear Sir,

With reference to the above notifications of DPIIT, we hereby declare the following:

1. We are the manufacturer / we have done value addition to the product quoted vide referred quote
(bidder to select only one option)

2. We have authorized Mr./Ms./Mrs. _____ (name) _____ designation _____ of our company for giving declaration regarding local content w.r.t. the referred DPIIT notification(s) and any amendment thereon. Our company owns the responsibility for the signature of above official regarding local content being declared herewith. Now onward above-mentioned signatory will correspond with your department regarding local content. We understand that the local content is not claimed by us on the basis of profit, warehousing, marketing, logistics, freight, transportation, insurance, installation, commissioning, training, after sales services, AMC/CAMC etc as local value addition.

3. The local content in our referred item's quote is _____ % as per above notification of DPIIT.

4. We are Class (I or II) (bidder to choose either one) supplier as per DPIIT Notifications.

5. Local content value addition is at place _____

6. We understand that false declaration of local content %age w.r.t. above DPIIT order will be in breach of the code of integrity under rule 175(1)(i)(h) of the General Financial Rules (GFR)2017 for which the bidder or its successors can be debarred for upto two years as per Rule 151(iii) of GFR along with such other action as may be permissible under law.

Thanking you.

Yours faithfully,

Date: _____

Name _____

Place: _____

Signature _____

Company Seal _____

