



## CSIR-NATIONAL GEOPHYSICAL RESEARCH INSTITUTE

(Council of Scientific & Industrial Research)

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**No. NGRI/23/HEMI-50/2015-GL**

Date: 15-05-2015

### TENDER DOCUMENT

<b>Sub:</b> Hiring of trailer for transportation of HEMI-50 Vibroseis to Rangamati/CSIR-CMERI, Durgapur, West Bengal, India and back to CSIR-NGRI, Hyderabad.
<b>Ref: Enquiry No: NGRI/23/HEMI-50/2015-GL, dated:15.05.2015</b>
<b>Last date of submission:</b> 11.06.2015 (Thursday) at 12.00 Noon
<b>Date of Opening : 11.06.2015 3.00 P.M.</b>

Director, CSIR-NGRI, invites sealed tenders from reputed/ registered transporters/Trailer service providers for Hiring of Trailer for transportation of HEMI-50 Vibroseis weighing 28 tons (10meters x2.6 meters x 3 meters) to Rangamati/CMERI, Durgapur, West Bengal, India as per the schedule which will be given by the Institute before proceeding in the 3<sup>rd</sup> week of June 2015.

**Above schedule is tentative that may vary depending on the conditions of the field, climate and instruments.**

The Special and General Terms and Conditions of Tender are enclosed as Annexure 1 and 2 and the Rate schedule is attached as Annexure 3. duly filled-in Tender with Annexure 1, 2 and 3, signed and sealed addressed to Director, CSIR-NGRI and super scribed as "TENDER FOR HIRING OF TRAILER for Transportation of HEMI-50" may please be dropped in tender box kept in AO-I Office in Ground Floor of Extension block of CSIR-NGRI, on or before 11.06.2015, 12.00 Noon. The tenders will be opened at 3.00 P.M on the same day in presence of the representatives present, if any.

Administrative Officer

## ANNEXURE 1

### SPECIAL TERMS AND CONDITIONS

01.	The vehicles should have National Permit.
02.	Any break-down, service charges etc., will be borne by the trailer supplier.
03.	<b>The transporter shall have to load and unload the HEMI-50 vibrator with due care and with Professional expertise in consultation with and in the presence of CSIR-NGRI representative Team/person.</b>
04.	The transporter should carry necessary tools for loading and unloading and tying the HEMI-50.
05.	Total Net Weight of 28 Tons : Length 10meters (32.8feet), Width 2.6meters (8.5feet), Height 3 meters (9.85feet)
06.	Gross weight 30 Tons
07.	Type of equipment mounted on vehicle: Hydraulic operated sophisticated electronic equipment.
08.	Onward journey Loading Point: CSIR-NGRI, Uppal Road, Hyderabad 500 007 and unloading point at the field site at West Bengal.
09.	Return journey: Loading point at field site West Bengal and unloading point at CSIR-NGRI, Hyderabad.
10.	Special requirement: Special care should be taken by the transporter for loading and unloading the HEMI-50 Vibrator on the trailer.
11.	No advance payment will be made.
12.	Permission to run the vehicle within the journey route is to be obtained by the contractor himself. The bills are payable on the basis of completion of one way journey.
13.	The supplier should engage only those Drivers who are holding valid driving license. The drivers should be well mannered and dressed properly as per RTA rules and are well aware of all the RTA rules and formalities.
14.	The supplier should supply not more than five years old trailer or a trailer not run for more than 2.00 lakh Kms, for which documentary evidence should be enclosed.
15.	Vehicles are required to be in very good condition so as to avoid any major repairs while on duty and so as to avoid serious disturbance to the field work.
16.	In case of major breakdown the supplier should be in a position to replace the vehicle immediately at the place of breakdown, and at the same time get the repairs done at his own cost (within Hyderabad/AP or outside AP). No additional charges will be paid for the replacement vehicle including loading and unloading.
17.	If the nominated vehicle is out of order, an alternative vehicle in good shape/ Condition acceptable to the CSIR-NGRI should be temporarily available within TWO hours in day time (i.e. 6.00 Hrs to 18.00 Hrs) and FOUR hours at night hours (i.e.18.00 Hrs to 6.00 Hrs).
18.	The trailer will be released after unloading HEMI-50 at field site i.e Rangamati/CSIR-CMERI, Durgapur, West Bengal and bill may be claimed along with log sheet for this part. Further, after completion of the field work (approx. 3 months) intimation will be given for return journey for loading the HEMI-50 from field site and unloading the same at Headquarters at CSIR-NGRI, Hyderabad.
19.	The Director, CSIR-NGRI reserves the right to terminate the contract after giving one month's notice.
20.	The trailer should be maintained in good working condition/order and should have full Insurance coverage.

21.	The rate quoted by the tenderer should be all inclusive charges all major/minor repairs, servicing of vehicle, cost of Lubricants and any other consumables as may be required from time to time.
22.	The driver should have valid driving license and good driving skills, obedient & Courteous. Trailer should be fully insured against any accident etc. If the Project Team is not satisfied with the Driver's behaviour, another driver should be replaced Immediately.
23.	The complete/full responsibility for safe running of Trailer shall solely lie with the Contractor only. CSIR-NGRI will not be responsible for any loss, damage or accident to the Trailer & the driver.
24.	NGRI in no case shall be responsible for any legal matters arising out of any state or Central government laws in matters of employing the drivers by the contractor.
25.	The photocopy of documents of ownership/hiring, registration, Insurance, Tax clearance should be submitted to the consignee after receipt of the contract for verification and approval of competent authority, the trailer will be taken into use.
26.	The contractor should provide mobile phones to the drivers with facility of having at least incoming call facilities.
27.	The Director, CSIR-NGRI, Hyderabad has the right to reject any tender without assigning any reasons.
28.	<b>EMD of Rs. 10,000/- in the form of DD/BC from schedules bank should be enclosed along with the Tender. Non submission of EMD is liable for summary rejection of Tender. DD/BC should be obtained on or after issue of the NIT and should be valid for 90 days.</b>
29.	Late, Delayed and unsigned tenders will also not be considered at all.
30.	Approximate time required for Transportation of the equipment from CSIR-NGRI, Hyderabad to Rangamati, CSIR-CMERI, Durgapur 7 days and return from Rangamati, CSIR-CMERI, Durgapur to CSIR- NGRI, Hyderabad should not exceed 7 days.
31.	The Tenderer should not carry any private goods/materials/men along with this HEMI-50 transportation.
32.	Inspection: the Transporter can inspect the HEMI-50 equipment at CSIR-NGRI, Hyderabad before quoting. For any clarification they can contact Mr. Venkateshwara Rao Mobile No.9032693125 & Mr. KVV Sheshagiri Mobile No. 9573925252.
33.	The journey should be performed through National highways or safe road ways.
34.	<b>Rate: The transportation charges should be quoted in Lump-sum including loading, unloading, belting the equipment with nylon/iron rope and POL, Driver Batta, toll taxes, border taxes and any other taxes. Applicable service tax may be quoted separately.</b>
35.	<b>Payment of taxes: Payment will made as per actual, subject to production of the original receipts for toll tax, border tax, service tax etc.</b>
36.	<b>Payment will be made on successful completion of each journey (onward and return) subject to bill/invoice certification by the field in-charge along with the log sheet.</b>
37.	<b>The bill/invoice should be raised in the name Director, NGRI, Uppal, Road Hyderabad- 500 007, on the letter head, in duplicate mentioning Bill No: date., work order number &amp; date by enclosing original receipts wherever required. The bill should be duly pre-receipted.</b>

**GENERAL TERMS & CONDITIONS****CLARIFICATIONS:**

Clarification if any or technical nature or on contractual matters required by the tenderers(s) may be obtained from the Administrative Officer, CSIR-NGRI, Hyd.,

**TAX DEDUCTION (TDS)**

Income Tax as applicable will be deducted from each bill preferred in accordance with section 1204C of the Income Tax Act, 1961 as introduced through Finance Act of 1972 or as amended from time to time Service tax as applicable will also be deducted from the bills

**DELAY OF WORK & LIQUIDATED DAMAGE:**

The time for execution of the contract specified in the tender document is the essence of the tender and the tenderer must supply the hired vehicle/ trailer immediately from date of acceptance of the contract. Delay in commencement of contract or non execution of contract shall lead to forfeiture of EMD.

**TERMINATION OF CONTRACT:**

Director, NGRI, Hyderabad reserves the right to terminate the contract at any point of time if the services are found unsatisfactory and not as per the terms and conditions of the contract. The Contract will be terminated in the following cases:

- a) The hirer/Indenter shall have the right to terminate the Contract without any notice in part or in full.
- b) The firm/ trailer owner is declared bankrupt or becomes insolvent.
- c) If the firm delayed to provide the trailers.
- d) Any other reason which Director deemed fit to terminate the contract without assigning any reason.

**SAFETY AND SECURITY**

The safety and security of the equipment is sole responsibility of the contractor during the course of contract and execution of the contract as per the schedule is the sole responsibility of the contractor.

**DOCUMENTS:**

**The following documents should accompany the tender duly self attested:-**

- Proof of Registration of the Firm/ contractor for transportation Services
- Vehicle registration Certificate
- Proof of payment of taxes
- Insurance of the trailer up to date and valid till the currency of contract.
- Latest income Tax returns
- Service Tax registration certificate (if applicable)
- PAN Card of the firm/contractor
- Copy of Driver's license.

**DISPUTES:**

In case of dispute/any accident met by the vehicle during the course of contract, the contractor shall be solely liable for settling and payment of all claims/compensations and liable for all legal implications and consequences thereof. In any case NGRI is not liable for the same.

**AGREEMENT:**

The successful Tenderer/contractor shall enter into an Agreement with CSIR/NGRI on a Rupees Hundred non-judicial stamp paper after acceptance of the award of work.

**INSPECTION:**

The acceptance of trailer will be made only when the trailers are inspected by the Scientist in-charge/Indentor and found up to the standard to the specification and free from all defects.

**PENALTY:**

If the vehicles as per approved category are not fully provided within the stipulated date or found defective /off-road vehicle, pre-liquidated estimated damage penalty at the rate of minimum 0.5% and maximum 10% over the estimated cost of such non-categorized/defective/off-road vehicles or non-providing or ordered number of vehicles would be imposed and decision of the Director will be binding upon the tenderer.

**LAW GOVERNING THE CONTRACT:**

This contract shall be governed by the laws of India for the time being in force. The Contract shall be interpreted in accordance with these laws.

**JURISDICTION OF COURT:**

The Courts of the Telengana shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

**ARBITRATION:**

1. In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is especially provided under this agreement) the same shall be referred to the sole arbitration to DG, CSIR or his nominee.
2. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever, the Director-General, CSIR shall appoint another person to act as arbitrator in place of the out-going arbitrator in accordance with the terms of this agreement and the persons so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

3. The expression Director-General, CSIR shall mean and include an acting/officiating Director-General.
4. The Arbitrator may give interim award(s) and/or directions, as may be required.
5. Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made here under and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

## RATE SCHEDULE

Sl.No.	Particulars	Amount (to be quoted as lump sum)
1.	The transportation charges should be quoted in Lump-sum including loading, unloading, belting the equipment and POL, Driver Batta, toll taxes, border taxes and any other taxes for onward journey (CSIR-NGRI Hyderabad to Rangamati, CSIR-CMERI, Durgapur.	
2.	-Do- (return journey from Rangamati, CSIR-CMERI, Durgapur to CSIR-NGRI, Hyderabad.	
3.	Applicable service tax may be quoted separately.	

Signature and seal of the Authorised signatory of the Tenderer\_\_\_\_\_

Name & Address:\_\_\_\_\_

Phone No. \_\_\_\_\_





