



RURAL ELECTRIFICATION CORPORATION LIMITED
(A Government of India Enterprise)
Regd Office: Core-4, SCOPE Complex, 7 Lodi Road New Delhi 110003
Tele. 24365161 Fax 24360644 Email reccorp@recl.nic.in Gram RECTRIC
Website www.recindia.com & www.recindia.nic.in



No. REC/Admn/Lease vehicle

Dt: 13.10.2009

As per list enclosed
Open to others through REC website

**Sub: Notice Inviting Tenders for hiring of vehicles
on lease finance basis**

Sir,

The Corporation intends to hire vehicles on lease finance basis as per details given in the tender document a copy of which is sent herewith. The last date for receipt of tender document is 27th October, 2009 upto 3.00 PM. You are requested to please offer your bid. The technical bids will be opened on 27th October, 2009 itself at 4.00 PM.

Yours faithfully,

Sd/-
(A.K. Arora)
DGM (Admn)

Encl: As above

M/s Orix Auto Infrastructure Services Ltd.	Plot No. 11A, Shivaji Marg, Moti Nagar, New Delhi-110 015
Plot No. 11A, Shivaji Marg, Moti Nagar, New Delhi-110 015	
M/s Tranzlease Holdings India Pvt. Ltd.	396, Udyog Vihar, Phase-IV, Gurgaon Haryana 122 015
M/s ALD Automotive Pvt. Ltd.	B-58, 2 nd Floor, Defence Colony New Delhi-110 024
M/s. Arval	1 st Floor , Sood Towers, Barakhamba Road, New Delhi 110 001
M/s Lease Plan India Ltd.	2 nd Floor, Tower-A, Millenium Plaza, Sector-27, Gurgaon
M/s Avtar Travels	Shop No. 10, DDA Market, Gulmohar Enclave, New Delhi 110 049
M/s Chanson Motors	303-305, Garg Plaza, Plot No. 25, Pritampura, New Delhi
M/s Vishal Travels	Shop No. 36, Central Market, Kidwai Nagar, New Delhi
M/s L.M. Tours & Travels	Shop No. 5, H-1 Market, DDA Flats, Kalkaji, New Delhi
M/s Charanjit Travels	Sec-5, Pushpa Vihar, Near Church & Gurudwara, New Delhi
M/s Shivani Tours Service	K-353, Mahipal Pur Extn. Vasant Kunj, New Delhi
M/s Mohinder Kumar Kalra,	187, LIG Flat, Pocket-B, (opp. Central School) Hastsal, New Delhi 110 059
M/s Kundan Travels	K-249/6B, Basement, Mahipalpur Extn. New Delhi 110 037
M/s Mohini Tour & Travels	Shiv Mandir, M.G. Road, Sultanpur, New Delhi
M/s Paramount Tour & Travels,	Shop No. 1, Block-IV, Ganga Shopping complex, Sector 29, NOIDA



Endless energy. Infinite possibilities.

Rural Electrification Corporation Limited

A Government of India Enterprise

Core-4, SCOPE Complex, 7 Lodi Road, New Delhi-110 003,

Tel. : 24365161, Fax: 24360644, E-mail: reccorp@recl.nic.in. Website: www.recindia.nic.in

NOTICE INVITING TENDERS (NIT) FOR HIRING OF VEHICLES ON LEASE-FINANCE BASIS

TENDER DOCUMENT

Rural Electrification Corporation Limited (REC), a Government of India Enterprise, invites '**Sealed Bids**' for hiring of vehicles on lease-finance basis from reputed agencies fulfilling the criteria laid down in Techno-commercial bid format at Annexure-2. The scope of work and terms and conditions are given in Annexure-I. The format for Financial Bid is at Annexure- 3.

2. The bids are to be sent in two parts – one sealed enveloped superscribed as '**Techno-commercial Bid**' giving details in the format as per Annexure-2 and the second sealed envelope superscribed as '**Financial Bid**' in the format at Annexure-3. The two sealed envelopes as above will be placed in another sealed envelope superscribed as '**BID FOR HIRING OF VEHICLES ON LEASE-FINANCE BASIS AND NOT TO BE OPENED BEFORE 27.10.2009**'. The bids shall be signed by a person duly authorized on behalf of the bidder firm and shall be sent to :-

Shri A.K. Arora,
DGM (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE Complex,
NEW DELHI – 110 003

3. The sealed bids will be received by REC up to 3.00 PM on 27th October, 2009. The Techno-Commercial bids will be opened on the same date i.e. 27th October, 2009 at 4.00 PM in the presence of the representatives of the bidders present. Date of opening of financial bids of such firms which meet the prescribed techno-commercial criteria will be notified separately.

4. Earnest Money (EMD) of Rs.50000 (Rupees fifty thousand only) should accompany the **Techno-commercial bid document**. The EMD shall be paid in the form of Demand Draft/Banker Cheque from a Nationalized bank/Scheduled commercial bank in favour of Rural Electrification Corporation Limited payable at New Delhi. Such EMD shall not carry any interest. Any bid not accompanied by requisite EMD shall be deemed to be invalid and will be rejected by REC.

5. The EMD shall be forfeited if the bidder withdraws his bid during the period of bid validity.

6. The EMD of successful bidder shall be retained towards making of the security for the performance of the contract and shall be released without interest after execution of the contract agreement as per terms and conditions, along with first monthly lease rental.

7. The bid shall remain valid for a period of 60 days from the date of opening of the bid.

8. The Bidder should carefully read, understand and seek clarifications if any before filling in and submitting the bid. No claim whatsoever will be entertained for any alleged ignorance thereof. Tender must be submitted in original and without making any additions, alternations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the Tender Document wherever required.

9. RATES / PRICES AND EVALUATION OF BIDS

9.1 Bidders shall quote the rates in the format given at Annexure-3. Incomplete bids will be summarily rejected. All corrections and alterations in the entries of tender papers will be signed in full by the Bidder with date. No erasing or over-writings are permissible.

9.2 All statutory duties and taxes (including excise and customs) VAT, etc may be clearly specified. Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer will attract forfeiture of the EMD.

9.3 The financial bids of such agencies who meet the techno commercial pre-qualification parameters would be considered. The bidder who quotes to the least combined rate of lease rental and fleet management charges would be offered the award of contract.

10. TERMS OF PAYMENT

Payment will be released on monthly rental basis within a fortnight after receipt of bill and certification by Admn. Divn. that the services provided during the period was satisfactory.

11 LIQUIDATED DAMAGES

In case of any delay in execution of the order beyond stipulated date of delivery, including any extension permitted in writing non deployment of vehicle, REC reserves the right to recover from the bidder a sum equivalent to 1% of the annual value of the work order for each week of the delay or part thereof subject to a maximum of 5%. In case the delivery is delayed by more than five weeks, REC reserves the right to award the work at the risk and cost of the bidder and recover all such extra cost incurred by REC in procuring the material by the above procedure including forfeiture of EMD

12. CONCILIATION/ ARBITRATION

12.1 If any dispute (s) or difference (s) of any kind whatsoever arise between the Parties, the Parties hereto shall negotiate with a view to its amicable resolution and settlement through a committee appointed by CMD, REC.

12.2 In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to and settled by the Sole Arbitrator to be appointed by CMD, REC.

12.3 Notwithstanding the existence of any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of the work under the contract with due diligence and expedition in a professional manner and the payment due to the Contractor shall not be withheld on account of such difference of arbitration proceedings unless such payment is a subject matter of the arbitration.

REC

(please sign on each page)

- 12.4 The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time to time.
- 12.5 The venue of the arbitration shall be New Delhi, India. The fee & other charges of Arbitrator shall be determined by the arbitrator in terms of the Act and shall be shared equally between the parties.
- 12.6 The arbitrator will give the speaking and the reasoned Award. The parties will not be entitled to any pendente-lite interest during arbitration proceedings.

13. FORCE MAJEURE

- 13.1 In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such Force Majeure shall be suspended for the period during which such cause lasts.
- 13.2 The term “Force Majeure” as employed herein shall mean acts of God, War, Civil Riots, Fire directly affecting the performance of the Contract, Flood and Acts and Regulations of respective government of the two parties, namely REC and the Contractor.
- 13.3 Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing, the beginning of the cause amounting to Force Majeure as also the ending of the said clause by giving notice to the other party within 72 hours of the ending of the cause respectively.
- 13.4 Time for performance of the relative obligation suspended by Force Majeure shall then stand extended by the period for which such cause lasts.

14. APPLICABLE LAW AND JURISDICTION

All matters connected with this shall be governed by the Indian law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Indian Courts at Delhi.

15. FRAUD PREVENTION

The bidders shall adhere to the Policy for Prevention of Fraud in REC and not indulge or allow anybody else working in their organization to indulge in fraudulent activities and would immediately apprise the organization of the fraud/suspected fraud as soon as it comes to their notice.

16. No alternative offer shall be considered.

17. REC reserves the right to annul the bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of REC’s action.

18. REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without assigning any reasons.

19. Any clarification on the documents may be obtained from:-

Shri A.K. Arora DGM (Administration), Rural Electrification Corporation Limited Core-4, SCOPE Complex, <u>NEW DELHI – 110 003.</u> Telephone No: 24366921	Shri J. S. Pal, Chief Manager (Admn.) Rural Electrification Corporation Limited, Core-4, SCOPE Complex, <u>NEW DELHI – 110 003.</u> Telephone No: 24365371
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20. After award of LOA, the Contractor is required to enter into a Contract with REC on the terms and conditions as detailed in the tender document.

SCOPE OF WORK & TERMS AND CONDITIONS

1. LEASE FINANCING

The scope of work will cover **Lease financing** of following new cars :-

Sl.No.	Make of Car	Qty.	Lease Period	Expected Km. in lease period
1.	Honda City VMT I-Vtec		3 years	120000
2.	Honda City VMT I-Vtec		3 years	80000
3.	Innova GX		4 years	80000
4.	Scorpio LX		4 years	80000
5.	Indica DIs		4 years	80000

Lease-Financing of Cars means the bidder shall be paid a monthly lease rent by REC for the lease period towards new cars provided by them on 24 hrs. basis through out the lease period of 3/4 years (i.e. 24x7x365x3/4). At the end of the lease period option would be available to REC to extend the lease further upto a maximum period of 5 years or purchase of car/s at Market Residual Value (which will be assessed by any reputed agency acceptable to REC) by REC employees.

2. Fleet Management of Cars

The above car(s) will be well-maintained by the bidder during the entire lease period considering the expected km. running as indicated above and it would be the responsibility of the bidder to arrange time to time **service as well as repair of the cars** including any accident/break-down and towing of the car. The maintenance would include all the scheduled and non-scheduled administration and maintenance including 24 hours breakdown assistance. In case the car is not delivered duly repaired/serviced by the close of the day, an alternative arrangement will have to be made by the bidder of the SAME STATUS CAR by 7.00 AM next day without any extra charges. The alternate arrangement of the car of similar status is to be provided till such time the car remains off road on any account. The pick-up and drop facility for service of car should also be available without any extra charges. As the vehicle needs to be got repaired by the bidder in case of accident also, it will be the responsibility of the Bidder to get **comprehensive insurance cover** for the vehicle from day one i.e. from the time it is taken out from showroom till the lease period. Any insurance shortfall coverage on account of lapse of drivers shall be the responsibility of the lessor.

3. FUEL & DRIVERS

The fuel running (petrol/diesel) and the drivers would be provided by REC. The charges towards parking, toll tax, challans would be borne by REC.

4. DELIVERY

Within 15 days from the date of acceptance of work order. In case of genuine problem of non-availability of selected vehicle with any of the authorized dealers in Delhi, this fact will be brought to the notice of REC and the date of delivery will suitably be extended with mutual agreement.

The bidders are required to quote charges separately for 'car lease' and 'fleet management. Decision for taking the cars only on 'car lease' basis or together with 'fleet management' service, will be open to REC. The no. of cars to be taken on lease-financing as indicated above is tentative and may change at the time of placement of order.

8. Experience of similar work in the field during the last three years

(Must have executed at least three orders of Rs.15.00 lakhs p.a. or above in car leasing/hiring in preceding three years i.e. 2006-07, 2007-08, 2008-09. ATLEAST ONE OF THEM IN A Public Sector Undertaking)

- Please submit copies of documentary evidence e.g. work order, corresponding satisfactory job completion certificates from clients with amount of work order in support of above)

_____ enclosed (pl. specify)

9. Earnest money details : DD No. _____ dated _____
Amount Rs.50,000/-
Drawn On _____

Signatures of authorized signatory

Name _____

Designation _____

Seal:

HIRING OF VEHICLES ON LEASE – FINANCIAL BID

Sl. No.	Particulars	Type of car				
		Honda City VMT I-Vtec (3 years and 120000 kms.)	Honda City VMT I-Vtec (3 years and 80000 kms.)	Innova GX (4 years and 80000 kms.)	Scorpio LX (4 years and 80000 kms.)	Indica DIs (4 years and 80000 kms.)
A. LEASE RENTAL						
A1.	Monthly lease rental for hiring of cars for a period and running Kms. Indicated against each vehicle (Rs./month)					
A2.	VAT					
A3.	Sub-Total (A)					
B. FLEET MANAGEMENT						
B1.	Fleet Management Charges (charges include day to day maintenance, insurance, emergency break down and relief of car) (Rs./month)					
B2.	Service Tax					
B3.	Edn. Cess					
B4.	Sub-Total (B)					
	TOTAL (A+B)					
C. ADD-ON CHARGES						
C1.	Additional fleet management charges beyond 80000/120000 Km. specified above exclusive of taxes (Rs./km.)					
C2.	Any other charges (Pl. specify)					

VAT, Service Tax and Edn. Cess will be reimbursed on actually production of receipt.

The terms and conditions contained in the Tender Document are acceptable to us.

Signatures of authorized person

Name _____

Designation _____

Seal

(please sign on each page)

REC