



**EXPRESSION OF INTEREST**

Ref.: No.: KBUNL/EOI/2022/9900233547

Date: 01.02.2022

I. Request letters from owners of commercial registered **vehicles (CLOSED JEEP-Bolero/Scorpio/Sumo/Xylo/TUV only) of Model-2021** or Later are invited for providing services of hiring of their vehicles on our pre-fixed rate, terms & conditions for two years ( which may be extended for another one year)

• **A Bolero/Scorpio/Sumo/Xylo/TUV—12 HRS DUTY ---HIRING CHARGES @ ₹ 28,500.00/- per month**

• **A Bolero/Scorpio/Sumo/Xylo/TUV—24 HRS DUTY ---HIRING CHARGES ₹ 45,825.00/- per month**

Note: *Diesel cost reimbursement @12Km per Liter shall be extra (as per market prevailing rates for both 12 hrs. duty & 24 hrs. duty vehicle)*

II. **PRESENT REQUIREMENT: 21 No's (Tentative)**

III. *Tentative Start date of submission of request forms: 05.02.2022*

*Tentative Last date of submission of request forms: 28.02.2022*

- *Interested individual vehicle owners are requested to submit their application on or before 28.02.2022 along with **EMD of Rs. 10,000/- (online payment only)***
- *Note: Selection of applications, fulfilling all the eligible criteria shall be done on first come first serve basis.*

IV. Owners having with newly purchased vehicle (registration under process) or interested to purchase new vehicle may also apply

V. Max. number of vehicles per applicant shall be restricted up to three only.

VI. Tentative date of deployment shall be 1<sup>st</sup> April, 2022

VII. Procedure for submitting application forms will be as follows:

- **Process-A:** Applicants may submit form with all the relevant documents on <https://eprocurementpc.nic.in>
- **Process-B:** Applicants can also submit forms by sending mail to [swatantrakumar@ntpc.co.in](mailto:swatantrakumar@ntpc.co.in) or [amritlalbediya@ntpc.co.in](mailto:amritlalbediya@ntpc.co.in) with all the relevant documents attached.

VIII. **All applicants must send online payment receipt of EMD paid along with all the relevant documents as mentioned in T&Cs/procedure to the below address. Same should reach C&M department before last date of bid submission.**



**Kanti Bijlee Utpadan Nigam Limited**  
(A wholly owned subsidiary of NTPC Limited)

Note: *Combined list of applicants from Process-A & Process-B shall be sorted based on date and time of submitting application on GePNIC portal or mentioned mail ID.*

**Address:**

**GM(C&M)**  
**Kanti Bijlee Utpadan Nigam Limited**  
**PO: Kanti Thermal**  
**Distt: Muzaffarpur (Bihar)**  
**Pincode: 843130**

For detail terms & conditions & procedure, please visit <https://ntpctender.ntpc.co.in/>,  
<https://eprocurementpc.nic.in> or may contact C&M department on phone 06223-267565,371,  
email id: to [swatantrakumar@ntpc.co.in](mailto:swatantrakumar@ntpc.co.in) or [amritlalbediya@ntpc.co.in](mailto:amritlalbediya@ntpc.co.in)

## **TERMS & CONDITIONS**

1. **Monthly hiring charges for 12 hrs. duty Closed Jeep — non-A.C/AC (Tata Sumo / Bolero / Scorpio / Xylo /TUV) shall be @ Rs. ₹ 28,500/- and for 24 hrs. duty vehicle, it shall be @ ₹ 45,825/-**
  - The proposed rate shall be operative for next 02 years with a provision of extension for 1 year on the same rates, Terms & Conditions as per requirement of KBUNL.
2. **Monthly hiring charge (as mentioned above) shall be firm and is inclusive of wages, maintenance cost, cost of Spares / Consumables like Lubricants, Brake oil, Grease etc., RTO, EMI, Insurance, owner profit, other miscellaneous charges.**
3. **Model of the deployed closed jeep (Tata Sumo / Bolero / Scorpio / Xylo / TUV) shall be of year 2021 (w.e.f. 1st January 2021) or later.**
4. Period of Hiring of Jeep shall be initially for two years with a provision of extension for one year on same rate / T&Cs as per requirement of KBUNL & subject to performance of the vehicle and recommendation of EIC.
5. Vehicles must have Commercial Registration (Bihar state only) and valid Insurance.
6. Duty Hours for Vehicles engaged on 12 Hrs. basis shall be from 8.00 AM to 8.00 PM. Vehicle shall not be rented out to any other place / organization / office / individuals during the entire period of contract.
7. **Over Time Charge: @ Rs. 154/- per Hour** (Applicable for 12Hr duty vehicle only) shall be paid extra as per certification of EIC. It shall be restricted to four hours in a day.
8. **Night Halt charge: @ Rs. 200/-per night** (Applicable for 12 Hrs. duty vehicle only if vehicle is beyond 30 KM from KBUNL and stays beyond 12:00 night as per certification of EIC) either night halt charges or over time charges shall be paid whichever is higher.
9. Max Permissible limit of running of vehicle (under official use) for 12/24 hrs in a month shall be 2500 Kms/3000Kms consequently, however for CISF vehicle(24hrs basis) the limit shall be 4000Kms/5000km
10. To regularize the payment towards purchase of diesel, Parking Fee, Toll Tax, O/T charge, Night halt charge, Engine oil (as applicable) etc . following provisions shall be applicable from unplanned expenditure apart from monthly hiring charges:
  - **Cost of diesel (as per prevailing market rates) shall be reimbursed at the rate of 12 Km/ Liter & Engine oil shall be reimbursed at Rs. 2000/- for every 5000 Km of run from unplanned expenditure after submission of invoice/bills.**
  - **Parking Fees, Toll Tax etc. shall be reimbursed against submission of documentary proof.**

11. For Vehicles, engaged on 24 Hrs. basis, owner should deploy sufficient no. of drivers.

12. Penalty for non-deployment of Vehicle

- **For 12 Hrs. Duty Vehicle - @ Rs. 1000/- per day**
- **For 24 Hrs. Duty @ Rs. 1400/- per day**
- Every month 01 day OFF (including Sundays), as per suitability of EIC, without imposition of penalty shall be allowed for maintenance of vehicle.
- For the Purpose of penalty, part day absent will be treated as full day absent unless otherwise permitted by EIC.
- Penalty charges for non-deployment of vehicle shall be extra as mentioned above, apart from pro-rata charges(i.e. to be deducted).

13. The vehicle should have commercial registration and should be in name of the applicant only under whose name Work order/Purchase order/LOI is to be issued.

14. In case of non-deployment of vehicle for more than three times without prior information to EIC or without consent of EIC, contract may be terminated and request for hiring of vehicle of the said owner will not be considered for the next 02 years.

15. The contract may be terminated by KBUNL at any time is the total discretion of KBUNL/EIC by serving 07 days' notice, if performance of agency is not satisfactory in line with clauses of the contract without any liability to KBUNL and deposited security of the agency shall be forfeited.

16. In case of any breakdown /accident, owner may provide substitute vehicle of the same type with all other compliance (like Year of registration/commercial registration, make/model etc.) for the maximum period of 2 weeks with proper intimation to EIC/Contract dept. However, in case of complete breakdown of vehicle, owner may provide substitute vehicle with same terms & conditions as mentioned in the PO for rest of the contract period. This shall be applicable only after duly certification by EIC.

17. Monthly bills (along with details of logbook) shall be submitted by the contractor/agency after completion of a particular month and shall be paid within next 30 days from the date of submission of bills complete in all respects & certification by EIC.

18. Security Deposit Deduction: **SD SHALL BE APPLICABLE AS PER PREVAILING RULES (EMD shall be converted into SD for successful bidders) and will be released after completion of contract period**

19. GST (as applicable) or any other tax shall be paid by KBUNL to Govt. Department directly.

20. **Following documents to be submitted to EIC (Engineer In-Charge) before deployment of Vehicle.**

- Copy of ownership/registration
  - Document related to Commercial registration, Commercial tax paid receipt, Valid Fitness / Pollution certificate
  - Copy of Pan Card / GST Registration of the owner of Vehicle (Whichever is applicable) / ID proof of owner.
  - Driving license of Driver
  - Valid Insurance Paper of Vehicle
21. All documents (like: Ownership, Commercial Tax Regn., Insurance, Road tax etc.) related to the vehicle to be verified with the original by EIC/Execution deptt. before release of the 1st RA bill.
  22. If vehicle is financed by any bank/ financial institutions, then following clause shall be incorporated in the PO:  
*"In case of failure of payment of EMI on time by the agency and any incident, as lifting/recovery of vehicle by the financier happens during the period of contract, then additional penalty of Rs.2000/- shall be imposed and deducted from the bill of the agency and the contract may be terminated with banning the agency for minimum two years."*
  23. Any penalty/fine imposed by any statutory authority for default towards any of the statutory provisions shall be on the contractor's account.
  24. All statutory compliances related to vehicle & drivers are to be ensured by the agency.
  25. Maximum no. of vehicle (Closed Jeep) taken on hiring from an individual owner/agency shall be restricted up 3 as per past practice.
  26. The agency/individual shall enclose the online payment receipt/online transaction details. If the individual/agency fails to deploy the vehicle in specified time after PO award/LOI then deposited security amount/EMD shall be forfeited. However, EMD of unsuccessful owners shall be released.
  27. The contractor shall have to submit an agreement on Non-Judicial Stamp Paper (exclusively purchased from state of BIHAR) of appropriate value (presently Rs.1000/-) applicable for the cases having PO Value more than 02 Lakhs to Contract Services Department as per KBUNL format with NIT/ tender enquiry/EOI within 30 (Thirty) days from the date of issue of work order
  28. Interested individual owner(s) shall have to submit letter of undertaking (LOU)on in specified format of KBUNL. Format of LOU is attached herewith.
  29. Owners having newly purchased vehicle( whose registration no not allotted/registration under process) may also apply with declaration that papers related to commercial registration (Commercial tax invoice) will be submitted within next one month from date of deployment of vehicle and in that case 1<sup>st</sup> running bill will be processed only after

submission of Commercial tax invoice, registration document and all other relevant papers.

30. All individual application/consent letter to provide hiring service of closed jeep shall be accompanied with LOU along with relevant papers with EMD deposit of Rs. 10,000/.
31. All other terms and conditions shall be as per Scope of Work, Terms & Conditions of tender enquiry and NTPC GCC.

## **PROCEDURE FOR SUBMITTING APPLICATION FORMS**

### **Process:A**

Applicants who have valid GePNIC ID may submit application forms with all the relevant documents on <https://eprocurentpc.nic.in> & also send the same in a sealed envelope to the below address:

#### **Address:**

**GM(C&M)**

***Kanti Bijlee Utpadan Nigam Limited***

***PO: Kanti Thermal***

***Distt: Muzaffarpur (Bihar)***

***Pincode: 843130***

### **Process:B**

Applicants can also submit forms by sending mail to [swatantrakumar@ntpc.co.in](mailto:swatantrakumar@ntpc.co.in) or [amritlalbediya@ntpc.co.in](mailto:amritlalbediya@ntpc.co.in) with all the relevant documents attached & also send the same in a sealed envelope to the below address.

#### **Address:**

**GM(C&M)**

***Kanti Bijlee Utpadan Nigam Limited***

***PO: Kanti Thermal***

***Distt: Muzaffarpur (Bihar)***

***Pincode: 843130***

- **EMD of Rs. 10,000/- (through EFT only into KBUNL account) as below:**

i	Bank Name	Canara Bank
ii	Account No.	4189261000038
iii	Branch	Kanti Branch
iv	Bank Address	MTPS, Kanti, Muzaffarpur

V	IFSC Code	CNRB0004189
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- **Documents required to submit online as well as offline before bid-opening date:**
  - i. Application form
  - ii. Registration copy of vehicle (*not required if Registration under process/purchase of vehicle is to be done after LOI*)
  - iii. Insurance copy (if applicable in reference to point ii.)
  - iv. Pan card of owner
  - v. Identity proof/ address proof of owner
  - vi. Online payment (of EMD) receipt copy
  - vii. Bid submission copy (incase applying through **Process:A**)
  - viii. Copy of mail sent (incase applying through **Process:B**)
  - ix. LOU

**NOTE: Sealed Envelope/Subject in the mail should be clearly mentioned as “KBUNL/EOI/2022/9900233547”**



**(Application form for hiring of closed jeep in KBUNL )**

Date:

To,  
**The GM (C&M)**  
**Kanti Bijlee Utpadan Nigam limited**  
**P.O - Kanti Thermal**  
**Dist- Muzaffarpur ,**  
**BIHAR -843 130**

**Sub: Request for hiring of closed jeep**

Ref: Expression of Interest(EOI, ref: No. KBUNL/EOI/2022/9900233547) published.

Dear Sir,

With reference to the above, it is confirmed that I (we) have gone through the detail terms and conditions for providing services for hiring of jeep in KBUNL and further agree to deploy my jeep ( Bolero / Sumo / Scorpio / Xylo / TUV , Model (Yr.): .....Registration No. ....or Registration under process or / will purchase the new vehicle after received of Letter of Intent (LOI) from KBUNL and will deploy the vehicle with in 15 days from the date of issue of LOI) on monthly hiring charges and other terms/ conditions finalized by KBUNL for the period of two year with a provision of extension for another one year as per requirement. Further, I also agree to deploy the vehicle on 12 Hrs duty or 24 Hrs as per requirement of KBUNL.

I also give my consent to deploy the above said vehicle on 12 hrs duty or 24 hrs duty as per requirement of KBUNL.

Copy of documents related as mentioned in “*procedure for submitting application form are also hereby attached*”.

Thanking You,

**Signature of owner with date**

**Name:**

**Address:**

**Mobile No.**

**E-mail ID :**

## PROFORMA OF LETTER OF UNDERTAKING (LOU)

Ref. No.:

Date:

To,

**Kanti Bijlee Utpadan Nigam Ltd.**

*(A wholly owned subsidiary of NTPC Ltd.)*

**P.O. – Kanti Thermal**

**Distt: - Muzaffarpur (Bihar)**

**PIN- 843 130**

Dear Sir (s),

1. I / We have read and examined the detail terms and conditions for providing services of hiring of closed jeep (Bolero / Tata Sumo / Scorpio / Xylo / TUV) on 12 hrs duty / 24 Hrs duty in KBUNL as covered in following document.

- A. Expression of Interest (KBUNL/EOI/2022/9900233547) published
- B. Detail Terms & Conditions for hiring of closed jeep in KBUNL

2. I / We hereby submit our consent to deploy my / our vehicle .....(mention the type & model of vehicle, registration no. of vehicle) on monthly hiring charge and other terms / conditions fixed by KBUNL. Further I also agree to deploy the vehicle on 12 hrs duty or 24 hrs as per requirement of KBUNL. Or

3. I have purchased (BOLERO/SCORPIO/ TYPE OF JEEP). on date: ..... and registration of the same is under process. Further, I also confirm my acceptance to submit document related to commercial registration within one month from the date of deployment of my vehicle in KBUNL. Further, I also agree to deploy the vehicle on 12 hrs duty or 24 hrs as per requirement of KBUNL.

I also agree that in case of delay in submission of registration papers, running bill can be held up by KBUNL and same shall be released only after submission of aforesaid document. Or

4. I will purchase the new vehicle after received of Letter of Intent (LOI) from KBUNL and will deploy the vehicle with in 15 days from the date of issue of LOI. Further, I also agree to deploy the vehicle on 12 hrs duty or 24 hrs as per requirement of KBUNL.

5. In case of non-deployment of vehicle in time as specified above, deposited initial security deposit shall be forfeited.

6. I / We hereby further undertake that during the period of contract (initially two year which may be further extended for another one year) I / We shall comply with Terms, Conditions & provision (s)of tender documents.

WITNESS( 2 nos)

Signature of Owner with date

Name:

Address:

Signature / name with date

Address \_\_\_\_\_



Kanti Bijlee Utpadan Nigam Limited  
(A wholly owned subsidiary of NTPC Ltd.)

NIT No.	<a href="#">KBUNL/NTPC/9900233547</a>
TENDER ID	<a href="#">2022_KBUNL_59254_1</a>
NAME OF WORK	Hiring of Closed jeep for Different Departments at KBUNL, Kanti.
BID SECURITY/ EMD	<a href="#">Rs. 10,000/-</a>