



Bhagyanagar Gas Ltd.  
Bhagyanagar  
Gas Ltd

**HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR  
O&M EMERGENCY ACTIVITIES IN BGL FOR HYDERABAD &  
VIJAYAWADA GA'S FOR THE PERIOD OF 4 YEARS  
Bid Document No. BGL/717/2025-26**

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II



**Bhagyanagar Gas Ltd.**

**BHAGYANAGAR GAS LIMITED  
(A JOINT VENTURE OF HPCL & GAIL)**

**BID DOCUMENT FOR**

**HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR O&M  
EMERGENCY ACTIVITIES IN BGL FOR HYDERABAD & VIJAYAWADA  
GA'S FOR THE PERIOD OF 4 YEARS**

**UNDER OPEN DOMESTIC  
COMPETITIVE BIDDING**

**e- tender**

**Bid Document No.: BGL/717/2025-26**

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**SECTION - 7**

**SCOPE OF WORK & SPECIAL  
CONDITIONS OF CONTRACT (SCC)  
FOR HYDERABAD GA  
(Part-A)**



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**SCOPE OF WORK**

1.1 The scope of the services shall include and shall not be limited to the following:

The Brand-New Showroom Model vehicles of the current year is required on a monthly basis as under:

**Location: Hyderabad**

S. No	Vehicle Description	Quantity (No's)	Duty Hours	Quantity (Months)	Fixed run /vehicle/month (In KM)	Additional run kms per month
1	<p>Providing Emergency Response Services at Hyderabad as per given below ERV (Emergency Response Vehicle-24hrs per Day) with Driver (2Shifts-12hrs per Shift), 01 no. of PNG Technician (3Shifts-8hrs per Shift) &amp; 01 no. of PNG Technician Assistant (3Shifts-8hrs per Shift) for 365 days in a year to take care of MDPE Network/Pipeline Damage Repairs, Shifting/Modifications of existing MDPE/GI/CU Pipeline &amp; connections, Attending PNG/IPNG/CPNG/CNG Complaints/Service Requests for repair &amp; maintenance of Assets with tools &amp; tackles and equipment to carry out the job.</p> <p>01 No. ERV per Set Shall be of brand new CNG fueled AC Mahindra Bolero Pick-up/tata/Isuzu or equivalent carrier vehicle with sitting of 3 persons (2+1) Including Driver Seat, AC with power steering BS-VI standard with fabricated MS body (structure/ paneling)</p>	02	24	96	2500	500

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with onboard store setup to carry spares and tools as per the drawing enclosed at Annexure-I/ Material specification for 24 hours duty each day and all days in a month, with 2500 KM free run inclusive of Monthly fixed charges.					
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\* CNG Fueled recent model of Mahindra/Tata/Isuzu or any equivalent vehicles with front sitting of 3 persons (2+1), for Hyderabad location, vehicles Fabricated M.S Body of material (MS Structure 40mm X 16g, 32mmX16g Sq. Pipes: MS Angles 40mmX3mm, 32mmX3mm, 25mmX3mm, MS Paneling 18CRCA sheet, 4 no's of Doors, Aerodynamic surface, Foot Board, Rear fix glass, Inside Racks etc.) as per the drawing for on board store set up, three coats of ASPA painting in complete as per drawing. GPRS System, Safety Cone, Caution Tapes, First-Aid Box (With required medicines), Emergency Tools & Equipment's with onboard store setup to carry spares & tools pertaining to CNG, PNG and pipeline O&M activities. Vehicle branding has to be done as per creatives given by BGL time to time.

All the vehicles supplied by the service provider must be registered under Taxi registration i.e. for commercial use.

Vehicles should be environmentally friendly fuel driven, as per prevalent conditions in Hyderabad location meeting latest Bharat Norms of pollution control.

- 1.2 Contractor shall quote rates as per the enclosed Schedule of Rates (SOR). "AREA OF OPERATION OF VEHICLE will be the area/place connected with O&M activities of Bhagyanagar Gas Ltd, Hyderabad, Telangana.
- 1.3 The Vehicles shall be used for and within the area of operation and within the whole of Telangana, Andhra Pradesh if required.
- 1.4 The normal duty hours shall be 24 hours every day for the Hyderabad Location & The normal duty hours shall be 24 hours every day for ERV Vehicles for the Hyderabad Location Contractor shall provide a sufficient number of service providers for providing the service, considering duty hours of each service provider not exceeding 12 hours per day. The vehicle shall remain deployed and report for duty at the respective place on all days in the month including holidays for the Hyderabad Location.
- 1.5 The contract is for a period of **four (04) years with respect to the condition of the Vehicles**. The rates quoted will be valid and fixed for the entire 4 years.
- 1.6 Contractor is to provide the following facilities along with the vehicle:
  - i. Umbrella – 1 No.
  - ii. Freshener – 1 No. – to refilled once exhausted
  - iii. Mobile phone with activated connection to service provider.
  - iv. 2No's 9Kg & 1No. 2Kg ABC type fire Extinguisher in the front & back cabins
  - v. Flashlight (Torch) Illumination of 150LUX
  - vi. 500 ml Hand Sanitizer (In the part of Covid Precautionary measures)

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- vii. Minimum No of Masks
  - viii. Four Safety Cones with One MS/Plastic Caution Board & Barricades.
  - ix. GPRS System with Vehicle location tracking arrangements (As per AIS-140 Standards)
  - x. 3KVA Petrol/Diesel Generator with 16Amp Industrial Power Extension Board (up to 50mtrs 3core 4sqmm cable).
  - xi. MDPE Fusion Machine with Barcode reader, Scrapper & MDPE pipeline (All sizes) cutter etc. (As per ISO 12176) compatible for ISO 8085 Part 3 / EN-1555-3 or relevant fittings, which are used in electrofusion in CGD industries & PNGRB guidelines.
  - xii. Uniform and PPEs for Service providers.
  - xiii. 1 set of Pipeline Manual Squeezers for 20-125mm MDPE Pipeline sizes (For all ERV's).
  - xiv. 1 Hydraulic Squeezer for 63-125MM MDPE Pipeline sizes (For each ERV).
  - xv. Valve Chamber LID openers/Hooks & Valve Key (All Sizes of MDPE pipeline valves and LID opener hooks (MS material) as per EIC)
  - xvi. First-Aid Box with all required Medicines & Lotions.
  - xvii. Portable Megaphone with chargeable Batteries (minimum 8hours backup)
  - xviii. Walky-Talky with Transmitter & Receiver.
- 1.7 Successful bidder should have registration of vehicles deployed in his/firm name and all statutory payment of taxes and other levies shall be paid by the contractor without any violation of rules & regulations, and comprehensive insurance coverage should be maintained.
- 1.8 Deployed vehicles should be registered in the name of the proprietor(s) (if proprietor firm), partners(s) (if partnership firm), company or firm (if private or limited). A copy of document in support of proprietorship, partnership or company registration shall be enclosed with the bid.
- 1.9 The contractor shall be required to deploy the Vehicles conforming to the specifications with all requisite tools, new tires, and accessories including spare wheels and other equipment/accessories as per the M. V. Act/rules in force. The vehicle upholstery and the state of cleanliness shall be in presentable and have good quality. The contractor shall maintain the Vehicles in absolutely good working condition. If any Vehicle develops defects while on duty the contractor shall immediately replace it by a suitable substitute immediately or arrange satisfactory repairs. In case of failure of the contractor to repair the Vehicles or to provide any substitute vehicle, payment for the day(s) will be regulated as per the liquidated damages clause and also the contractor shall have to bear the difference of the cost incurred in the alternative arrangement made by BGL if any, whichever is higher. The Emergency Response Vehicle "CNG fueled Mahindra Bolero Pick up/Tata/Isuzu" for Hyderabad location shall be registered in the category under Goods Permit with Mobile Workshop.
- 1.10 In case any Vehicles is withdrawn from duty by the contractor or if the contractor fails to provide a substitute or provide a Vehicle which is not in acceptable condition, no payment shall be made to the contractor for that day against the Vehicle and L.D. as per the clause shall be imposed which shall be recovered from the bill(s) of the contractor without any notice.
- 1.11 The contractor shall ensure that the service provider(s) provided on vehicles is/are well dressed in uniform, smart in turnout and is/are disciplined, courteous and behave properly with the Officials of BGL. The contractor shall withdraw such service provider from duty, who does not behave in a proper/disciplined manner or who resumes work under the influence of liquor etc. BGL's decision in this regard shall be final and binding on the contractor. In case of failure of the contractor to



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withdraw such service provider(s) from duty on complaint, the Vehicles shall not be accepted for duty and shall attract L.D. as per the Clause.

- 1.12 The service provider deployed for vehicles should have clean record and no service provider having criminal background shall be allowed. The contractor is responsible to submit police verification certificate (Character certificate) of the service provider at the time of deployment of Vehicle.
- 1.13 The service provider/contractor shall not carry any unauthorized passenger in the Vehicles. In case the same is detected no payment of standing charges shall be admissible besides imposing penalty as per Clause 15.
- 1.14 The contractor shall have an office with telephone facility for coordination and monitoring of the vehicles, and accessible to BGL.
- 1.15 The Vehicles once placed and accepted for service shall not normally be changed during currency of contract. However, if such changes are necessitated owing to reasons such as major breakdown, accidents and unforeseen circumstances etc., the acceptance of replacement Vehicles is subject to inspection and acceptance of Vehicles by authorized Officer of BGL.
- 1.16 Similarly, service providers of the Vehicles should not be changed frequently without the consent of BGL. The service provider must be in possession of cell Phone. All the service providers are required to obtain non-employee duty passes from BGL.
- 1.17 The contractor shall ensure that his crew should abide by the usual & special rules regarding safety & security measures while on duty with BGL as per the direction of BGL. The Vehicles shall not leave the duty point for any purpose (including refueling) without the specific permission/entries in the logbook of the user.
- 1.18 Contractor's service providers will be thoroughly conversant with the location/site of work. BGL will have no liability whatsoever
- 1.19 The Vehicle Deployment schedule will be as below:

**CNG fueled Bolero Pick up/Tata/Isuzu or equivalent vehicle with fabricated body: Within 15 days from the date of LOI.**

All the supplied vehicles shall be of BRAND-NEW SHOWROOM MODEL for the current year. However alternate MODEL vehicle of one or two years old (Manufacturing Year) may be initially supplied for a period of ONE month, at the sole discretion of BGL with the specific approval of the alternate vehicle.

The contractor has to replace the alternate vehicle with the specified Model within the intermediate period, failing which contract stands terminated without any financial implication to BGL and EMD of the contractor will be forfeited.

Vehicle offered by the contractor shall be neat and in absolute working condition fully road worthy, duly registered with R.T.O., all taxes paid, comprehensively insured covering the risk of all Officers/ Staff of BGL, travelling in the vehicle.

**2.1** The monthly payment for vehicle supplied in lieu of model of deployment year, shall be payable @10% less than the quoted value for old model vehicles but to satisfy all the  
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statutory compliances and terms in bid document. If the bidder fails to replace the alternative vehicle with specified model within first 1 month of deployment, then such vehicles shall be immediately stopped without any financial implication to BGL and applicable penalty for not supplying the vehicle as per tender conditions.

**2.0 QUALITY/CONDITION OF VEHICLES WHILE ON DUTY OF BGL:**

- 2.1 As the Vehicles will be mostly on important duties, a special care has to be taken.
- 2.2 The preferred color shall be “white”. The Vehicle shall be kept immaculately shining/pleasant in appearance (from inside and outside).
- 2.3 The interior of the cabin must have appropriate, additional fittings to provide the Vehicle with the comfort, Stereo Player with FM Radio, synthetic/additional foot matting, window rear tinted glasses, 01 Nos 2 Kgs DCP (Dry Chemical powder) and First Aid Kit.
- 2.4 The contractor has to place 2 nos. of 9 Kgs ABC type Fire Extinguish in the Emergency Response Vehicle.
- 2.5 Seat springs with proper tension, good supplementary seat-cushions, wet cloth and high- quality upholstery to provide extra comfort.
- 2.6 Sparkling white (spotless) seat covers of high-quality cloth shall be provided. These shall be changed at least two times in a week or more if required.
- 2.7 The bushings, spring/shock absorbers shall be maintained in excellent condition to provide absolute riding comfort.
- 2.8 The Vehicles should be noise-free. Any rattling, sound of loose nuts/bolts windows, shutters, spare wheel with tire, fan belt and loosely kept toolbox etc. should be completely done away with.
- 2.9 Battery, tyres, brakes, Head/light beam adjustment indicator and other lights, starter, wiper, window shutter should be in good and smooth working/serviceable conditions.

**3.0 VEHICLE DOCUMENT:**

The Vehicles should be fit in all respects for operations in accordance with Motor Vehicle Act, the rules and the existing laws are applicable from time to time. The Vehicle(s) must be equipped with valid documents i.e., Registration Book, Pollution Control Certificate, Insurance Certificate, Fitness Certificate(s), permits which include all permits for towing with taxes, fees levies paid up to date during the currency of the contract. This shall include Annual permits/temporary road permits or parking fees etc., if any required during and for duty with BGL. The responsibility of any lapse in this regard shall be that of the contractors/owners exclusively. BGL officers/employees shall in no way be responsible for any lapses/default of the owner/contractor and BGL officers/employees shall be completely indemnified and kept harmless by the contractor against such default.

**4.0 LABOUR REGULATIONS AND OTHER ENACTMENTS:**

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- 4.1 The contractor shall strictly follow and abide by the rules and regulations of Motor Vehicle Act, Motor Vehicle Rules, Pollution Control Norms, Labor laws and any other relevant Central/State legislation's and orders, rules and regulation of Central/State Government and other authorities. The contractor agrees to indemnify and hold BGL and its employee's harmless for/against any loss, expenditure and claims penalty etc., of whatsoever nature to the BGL in this regard due to the non-fulfillment of the obligations and violation by the contractor.
- 4.2 The tenderer will be fully responsible for any and all disputes arising out of any labor act, Motor vehicle act, Income Tax Act, Payment of Wages Act, Pollution Control Act, EPF Act, Industrial Disputes Act etc., and will settle the same at his own. It is the responsibility of the tenderer to pay the service provider as per labor law, EPF Act / Payment of Wages Act in force and in case of failure of any claims, tenderer is personally responsible. ***Should submit copy of PF, ESIC, PAN, Goods & Service Tax registration certificates.***
- 4.3 The contractor must indemnify the BGL & its employees against any liquidated damages incurred as the principal employer for any failure of contractor to honor the various Central/State/Local self-body laws/enactment in this respect.
- 4.4 The contractor will be required to observe and fulfill all the obligations under various enactments applicable to the nature of job performed by the contractor under the contract.
- 4.5 Contractor has to ensure availability of service providers 24 X 7 and every service provider to have 12 Casual leaves per year.
- 4.6 Contractor has to ensure availability of reliever as per applicability.
- 4.7 **Revision of Minimum Rates of Wages:**

The Contractor shall be required to pay the differential of proportionate increase due to revision in the minimum rates of wages as notified by the Central or State Government, whichever is higher from time to time during the period of contract.

Further, while quoting their rates, the bidder should also take into consideration the increase in Minimum Wages for their service providers during the currency of the contract period as the same shall have to be borne by contractor and no separate reimbursement towards increase in Minimum Wages and consequential increase in EPF, ESI and Bonus etc. would be made by BGL.

Quoted rates shall be fixed in entire period of the contract.

## **5.0 TAXES**

The quoted rates shall be inclusive of all taxes and duties applicable during the contract period except the Goods & Service tax. Good & Service tax & Cess thereon shall be paid extra, if applicable to submission of documentary evidence/invoices(s), or as and when Government issue orders/notifications in this regard

## **6.0 VEHICLE INSPECTION (PERIODIC & RENEWAL INSPECTION):**

- 6.1 The acceptance of a Vehicle in the service of BGL will be subject to the inspection of the cars of  
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physical condition, documents and the documents of the service provider, by concerned Official of BGL, Hyderabad. Such inspection(s) will be carried out initially before the first acceptance of the car and at an appropriate periodical or by surprise checks at the discretion of the BGL. The decision with regards to the acceptance or rejection of the vehicle/equipment, offered by the contractor(s) shall remain with the BGL and its decision shall be final and binding on the contractor.

- 6.2 Any certificate obtained or produced by the contractor stating the condition of the vehicle offered/placed at the service of BGL by any officer of Central or State Government Authority such as M.V.I. etc., as satisfactory shall not supersede the discretion of the BGL on specifications regarding the Vehicle for its acceptability under this contract.
- 6.3 Any Vehicle on duty of BGL is subject to the surprise checks by an authorized officer of BGL for its operational condition or for carrying any unauthorized passengers or any conduct prejudicial to the interest or image of BGL. In case of any default being detected action shall be taken as per the provisions of contract including de-hiring if necessary.

**7.0 LOG BOOK MAINTENANCE:**

- 7.1 In case of not getting the log book filled-in correctly and properly or if there is any objection, the bill(s) may be returned for getting the objection(s) rectified. The logbook must be got filled-in from user on day-to-day basis.
- 7.2 The logbook sample shall be drawn at the commencement of service from BGL. This shall be duly filled-up all columns and signed by the officer of the BGL using the vehicle and service provider immediately on completion of the duty, daily with NAME AND DESIGNATION of the officer and the name of the service provider of the vehicle. All the bills will be verified on the basis of logbook of the vehicle incorporating any complaints separately received on the performance of the duty. If the name and designation of the user/officer is not clearly identified the payment for such journeys may not be admitted. The contractor has to reverify logbooks reading & No of Kms calculation before submission of Bills.
- 7.3 The responsibility of obtaining the daily KM runs properly entered in the logbook in all respects totally the distance run and places visited shall be entirely of the contractor. The opening KM reading/closing KM reading shall be taken from the reporting place **but not from the contract or garage/residence**. The opening KM reading in logbook shall be filled immediately on report to duty. In case there is some difference, the excess difference will not be paid and bill(s) will be corrected accordingly and passed for payment.
- 7.4 The tenderer shall be entitled to payment for the completed kilometers distance for the places of visit as per the logbook entries. It is, therefore, the tenderer/his service provider's duty to obtain the reconciliation of kilometer (IN) and kilometer (OUT) distance with the endorsement of the places visited on any duty carried out. In case of any excess kilometers run, the same will be deducted from the total kilometers and no payment will be made. In case the Vehicle used for private purpose/duty, such use also is to be got recorded separately in the logbook.
- 7.5 The Speedometer of the Vehicle should not be disconnected when vehicle is released after duty. The distance traveled on account of and journey from garage to reporting place should be reflected



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in logbook.

In case the Vehicle are used for private duty under order such use also is to be got recorded separately in the logbook.

**8.0 ACCIDENTS/DAMAGES/CLAIMS LIABILITIES:**

- 8.1 In the event of any accident or damages while the vehicle(s) is on the duty of BGL, BGL shall be completely free from any liability of any nature connected with the accident/damage(s). The contractor himself will be fully and exclusively responsible for any damage to vehicle(s) or any personal injury to service provider or any other person in the employment of the contractor, occupants of the vehicle(s) or any person(s) or damage to any property or person. This includes any third-party claims. However, if the damage or loss is incurred by BGL or its employees as a result of any related accident, the contractor shall be reimbursed on demand and without any demur the compensation/damages if any sustained by BGL on this account.
- 8.2 The contractor himself will be responsible for any damage to the vehicle(s) or any personal injury to service provider or any other person in the employment of contract(s) while vehicle(s) equipment(s) are on BGL Duty.
- 8.3 BGL shall not be responsible for any claim/compensation that arises due to damages/injuries/pilferage to the contractor's vehicle/property under any circumstances while the vehicle(s) equipment(s) were/are/is engaged for the BGL duty.
- 8.4 It is the responsibility of the contractor to inform the user of the vehicle as well as the Head of Transport department the occurrence of any accident involving his/their vehicle(s) as early as possible to avoid any disruption or inconvenience to BGL duty, provide substitute and submit a detailed report to the head of transport section within 24 hrs for the record of BGL.
- 8.5 Absence of vehicle due to any accident will not be entitled for any exemptions from the liabilities of the contract whatsoever. Arrangement of the alternative/substitute is the responsibility of the contractor unless otherwise exempted for reasons beyond the contract's control.

**9. INSURANCE:**

- 9.1 Hired vehicle(s) should be fully / comprehensively insured by the contractor, at his own cost covering all risk and liabilities. Contractors All risk policy shall be taken for PNG Technicians and PNG Technician Assistants deployed towards Emergency Response team and work men compensation includes the damages if any to Third party.
- 9.2 All liabilities arising out of the accidents, disturbances to the vehicle(s) operations of the BGL will rest upon the contractor.
- 9.3 The copies of documentation in respect of insurance shall be submitted to BGL on the date of placement of vehicle and renewals made subsequently shall be submitted in time.

**10. PARKING.**

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- 10.1 BGL does not guarantee any parking place for the vehicle at the reporting place or place of duty, and BGL shall not be responsible for the safety and security of the contractor's vehicle, equipment or service providers.
- 10.2 Parking charges/Toll tax shall be reimbursed to the contractor at actuals, on production of the relevant parking/toll slips with the monthly bills duly certified by the in charge. The contractor should ensure that sufficient amount is always available with the service providers for the said purpose.

**11.0 FUEL:**

**11.1** The vehicle should report for duty with sufficient fuel and with sufficient money with the service provider to buy more fuel in case of notified outstation trips. The officers of the company are under strict instructions to refrain from lending any money to contractor's persons. In case the vehicle runs out of fuel, then any time and money spent for getting fuel shall be to the contractor's account. As a part of this clause, the contractor is also liable to be penalized as relevant clause of this document.

**12. REPORTING TIME & PLACE:**

12.1 **Hyderabad Location:** ERV (Bolero Pickup/tata/Isuzu or equivalent vehicle with MS closed body) will normally report at **Bhagyanagar Gas Ltd Offices (Project, O&M Office, Kukatpally, TS- 500072 and HMT Colony, Hyderabad, TS-500055** (OR) any other place in Hyderabad as decided by the O&M department at the time of deployment. However, the O&M officers of BGL will be at liberty to call the vehicles at any other on specific requirements.

**13. FUEL PRICE ESCALATION / DE-ESCALATION:**

The rates quoted by the contractor shall be inclusive of all charges, firm and binding till the completion of the contract, and subject to fuel price escalation as per clause 13.

Fuel price escalation/ de-escalation compensation will be allowed only for actual distance run by the vehicle. The fuel price compensation will be calculated based on the following formula:

$$\{\text{Current fuel price} - \text{Price on the date of opening of Unprice bid}\} \times \frac{\text{Actual distance run}}{\text{Avg. mileage of vehicle}}$$

The average km/Kg of fuel to be considered for calculating the fuel price escalation will be as under:

Average Km/Kg for Bolero/Tata/Isuzu : 16 Km/Kg of CNG

**For the purpose of calculating the fuel escalation, the base price of Fuel (CNG) rates as seven days before due date of submission of bid.**

The charges for fuel price escalation must be claimed by the contractor along with the bill with separate calculation sheet attachment in the monthly running bills. In case the contractor does not claim the same promptly, it will be assumed that the contractor has forfeited his claim for the month, and any claims towards this will not be entertained in future bills. The CNG Cylinders in the vehicle to be hydrotested in every three years from the date of last hydrotest date as per the norms of PESO. Monthly hiring charges should be quoted considering the cost of CNG seven days before the due date of the opening of bids in respective GA. This will be considered as a base rate per kg of CNG

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for the purpose of calculation escalation and de-escalation for the entire period of the contract. BGL will consider increase/ decrease of rate during the contract period in the event of increase or decrease in the prices only of CNG.

Escalation/de-escalation will be applied when the difference in CNG retail selling rate from the base rate is beyond +/- 5% per kg. if the fluctuation in the CNG retail selling rate is within the range of +/- 5% per kg from base rate. Escalation/de-escalation will be applied when the cumulative total of such fluctuations goes beyond +/-5 % per kg from base rate in terms of increase or decrease. Documentary evidence regarding price of CNG has to be provided by the contractor

**14. BILLING & PAYMENT:**

- 14.1 The contractor should raise monthly bills by the fifth day of the succeeding month. The bills must be accompanied with the relevant log books showing the date, and the vehicle use certified by the officer using the vehicle. All necessary statutory deductions such as income tax shall be made from the contractor's bills.
- 14.2 Payment shall be released within 15 days from the date of receipt of bills.

**15. PRICE REDUCTION/LIQUIDATED DAMAGE/PENALTY:**

In the case of inadequate performance of the contractor with regard to the various provisions/terms as listed above monetary penalty shall be imposed on the contractor. The rates of penalty shall be as follows:

- 1) For not providing vehicle as specified or not to the satisfaction of BGL: deduction of Rs.1500/- on each occasion.
- 2) Vehicle absent for up to 2 hours or reporting late by up to 2 hours or the vehicle running out of fuel or vehicle break down: deduction of Rs.1000/- on each occasion.
- 3) Vehicle absent for more than 2 hours or reporting late by more than 8 hours or vehicle break down: deduct Rs.2000/- on each occasion.
- 4) In case vehicle does not report for duty for full day: deduct Rs.4000/- for 1 day on each occasion.
- 5) The service providers do not behave in a proper / disciplined manner or found under the influence of alcoholic drinks or any narcotics while on duty, a penalty @ Rs. 500/- will be deducted per default/occasion.
- 6) The Servicing for Vehicle will be allowed once in a month preferably on non-working- day on providing a substitute Vehicle with taxi permit but no extra payment, whatsoever, will be made for this purpose. The acceptance/ rejection of replaced vehicle in place of the new vehicle is entirely at the discretion of BGL. or it's authorized user
- 7) The decision of BGL with regard to L.D. shall be final and binding on the contractor.
- 8) For non deployment of PNG Technician/PNG Technician Assistant per occasion: deduct Rs.1800/- per person, for full day: deduct Rs.3000/- per person.
- 9) Overall penalties in a month shall not exceed 20% of monthly invoice.

It must be clearly understood by the contractor that compliance with the terms and conditions as listed above is essential, and penalties as listed above will be enforced. All decisions of Bhagyanagar Gas Limited, with respect to the non-compliance of terms will be final and binding on the contractor.



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**16. SECURITY DEPOSIT/BANK GUARANTEE:**

**SD/CPBG @ 5% of Total order/contract value in case contract period is less than one year or 5% of Annualized order/contract value in case contract period is more than one year.**

**OR**

**Initial security deposit (ISD) @ 2.5% of total order/contract value in case contract period is less than one year or 2.5% of annualize order/contract value in case contract period is more than one year within 30 days of FOA/notification of award and deduction @ 2.5% of the RA bill subsequently from RA bills till the total amount of security deposit ( including ISD and deduction amount) reaches 5% of Total order/contract value in case contract period is less than one year or 5% of annualized order/ Contract value in case contract period is more than one year.**

- 16.1 DLP is applicable for three months from the job executed date.
- 16.2 The contractor shall furnish security deposit equal to 5% of the annualized contract value excluding taxes & duties as quoted for the respective vehicle. Security Deposit should be in the form of Nationalized Bank's Demand Draft drawn in favor of BHAGYANAGR GAS Limited, Hyderabad or Bank Guarantee in the prescribed proforma in favor of BHAGYANAGR GAS Limited within 30 days from the date of placement of work order or deployment of Vehicle whichever is earlier. If the contractor fails to furnish the SECURITY DEPOSIT as per the above clause, the same shall be recovered from monthly running bills and the EMD submitted by the successful bidder will be retained by the company till submission of security deposit as per the clause.
- 16.3 The Security deposit/bank guarantee shall liable to the forfeited/invoked in Case of termination of the contract by the BGL under clause No. 17 of the contract.
- 16.4 BGL shall have the right to recover from the security deposit/bank guarantee the balance amount, if any, which could not be recovered from the payments to the contractor under any of the clause of this contract.
- 16.5 The contractor shall be liable to pay further balance of recovery/claim if any, which could not be recovered from the payments to the contractor and/or from the security deposit/bank guarantee.
- 16.6 BGL on the Earnest Money or Security Deposit or performance guarantee furnished by the contractor shall pay no interest.
- 16.7 The Bank Guarantee is towards performance guarantee for satisfactory Performance of contract. The Bank Guarantee should be valid for 3 months beyond the contract period. In the absence of such validity payments of all dues to the contractor will be withheld. On production of performance guarantee, Earnest Money Deposit will be released.
- 16.8 The Security Deposit/bank guarantee, subject to recoveries, if any, shall be refunded to the contractor after the successful completion of this contract.
- 16.9 In case the contractor fails to carry out the job, as per the terms and Conditions of the contract, the security deposit/bank guarantee is liable to be forfeited/invoked, without prejudice to any other right



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which BGL may have under this contract or otherwise.

16.10 The Bank Guarantee has to be given as per proforma enclosed with the tender.

**17. TERMINATION:**

17.1 BGL may without prejudice to its rights against the contractor in respect of any delay or otherwise or any claims for damage, in respect of any breach of the terms of the contract and without prejudice to any rights or remedies under any of the provisions of this contract or otherwise, by notice in writing absolutely terminate the contract with immediate effect in any of the following cases:

- a) In the event of the contractor going into liquidation or winding up his business or making arrangement with his creditors, BGL shall have the right to terminate the contract without prejudice to any other rights/remedies.
- b) In the event, if it is found that contract has been procured by submitting incorrect or incomplete statements by the contractor or by making any misrepresentation.
- c) If in the opinion of BGL, the contractor has delayed or suspended the execution of work, the facilities and Vehicle etc., offered by the contractor is inadequate for effective completion of the job.
- d) In the event of any breach of the terms and conditions of the contract by the contractor or if the contractor is found to be indulging in activity subversive to BGL's interest or activity prejudicial to the interests of BGL and for any other good or sufficient reasons.
- e) Up to such termination of the contract the security Deposit/Bank Guarantee are liable to be forfeited/invoked to satisfy the outstanding claims of BGL.
- f) If the contractor fails to deploy/mobilize the vehicle within specified time or fails/withdraw the contract before completion of the contract.

Not with standing anything contained above, BGL may, as its sole discretion, terminate this contract by giving the contractor 15 days written notice to the effect, without assigning any reasons whatsoever in which case the security deposit shall be refunded.

The contract shall be deemed to have expired on expiry of the original period of one year unless extended.

**18. Deleted**

**19. SET OFF CLAUSE:**

Any sum of money due and payable to the contractor, under this contract may be appropriated by the BGL and set off against any claim by the BGL against the contractor in respect of any transaction.

**20. Deleted**

**21. JURISDICTION**

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Subject to Arbitration clause, all questions, disputes of differences arising under out of or in connection with the contract shall be subject to the exclusive jurisdiction of courts at Hyderabad, Telangana.

## 22. INDEMNITY

The Contractor shall indemnify and save BGL and its agents, servants, representatives harmless from and against all actions, suits proceedings, losses, cost, damages, charges, claims and demands of every nature and description brought or recoveries made against the BGL by reasons of any act or omission of the contractor, his agents, representatives or employees in the execution of the contract.

## 23. ASSIGNMENT

**This contract shall not be assigned except with express prior approval of BGL. The contractor shall not sub-contract the work or any portion thereof without the prior written consent of BGL. Any detection of sub-letting/assignment may result in termination of the contract without any notice as also debarring/banning of business of the contractor for further business in BGL. Such action shall attract forfeiture of Security Deposit.**

## 24. INDEPENDENT STATUS

In the performance of this contract, the contractor shall be an independent contractor. Neither the contractor nor any persons deployed by the contractor shall be deemed to be employee or agents of the BGL. The Contractor agrees to relieve and indemnify BGL from and against all claims and demands whatsoever made against BGL by persons deployed by the contractor and/or for whom the contractor is otherwise responsible under Laws of the land.

**Bidder should have EPF/ ESIC registration and required document to be submitted along with unpriced bid, else bids get rejected.**

**The Scope of Work of Emergency Response Vehicle/Team (ERV/ERT) is modified but not limited to the following points.**

1. Services include the supply of ERV Vehicle with driver along with 1 PNG Technician & 1 PNG Technician Assistant 24x7x365 days.
2. PNG Technicians should be able to handle & attend the MDPE network damages/repair, fusion joint & GI Piping/modifications/removal/re-installations works and Natural Gas Conversions of stoves etc.
3. Scope includes ERV team to independently attend to third party damages, customer complaints, services, modification/alteration in MDPE/GI/CU pipeline/ maintenance of MRS/DRS, Meters, Regulators, Valve Chambers, Markers etc. & any other work assigned by the Engineer In Charge (EIC).
4. BGL will provide MDPE Pipe and Fittings, GI Pipe & Fittings, regulators, meters etc.
5. For PNG Technician :- 03 years' experience of City Gas Distributions (PNG/CNG) with ITI Qualification is required.
6. PNG Technician Assistant with 03 years' experience in City Gas Distributions (PNG/CNG).

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7. The experience of PNG technician will be interviewed before boarding with the team.
8. Driver shall be able to assist & help the team as per the requirement.
9. The contractor shall provide the PNG Technician & PNG Technician Assistant with the vehicle as specified in SOW.
10. In case of exigency, where in additional resources are required to attend Third party damages/Emergencies/Exigencies. Then the contractor shall provide the same on call basis bidder/contractor.
11. Oncall basis deployment of 1 PNG Technician upto 3 hrs & Oncall basis deployment of 1 PNG Technician Assistant upto 3 hrs should be deployed with in 1 hour upon intimation of EIC.



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**SECTION : 8  
SCOPE OF WORK & SPECIAL  
CONDITIONS OF CONTRACT (SCC)  
FOR VIJAYAWADA GA  
Part (B)**

**SCOPE OF WORK**

**2.2** The scope of the services shall include and shall not be limited to the following:

The Brand-New Showroom Model vehicles of the current year is required on a monthly basis as under:

**Location: Vijayawada**

S. No	Vehicle Description	Quantity (No's)	Duty Hours	Quantity (Months)	Fixed run /vehicle/month (In KM)	Additional run kms per month
1	<p>Providing Emergency Response Services at Vijayawada as per given below ERV (Emergency Response Vehicle-24hrs per Day) with Driver (2Shifts-12hrs per Shift), 01 No. of PNG Technician (2Shifts-8hrs per Shift) &amp; 01 No. of PNG Technician Assistant (2Shifts-8hrs per Shift) for 365 days in a year to take care of MDPE Network/Pipeline Damage Repairs, Shifting/Modifications of existing MDPE/GI/CU Pipeline &amp; connections, Attending PNG/IPNG/CPNG/CNG Complaints/Service Requests for repair &amp; maintenance of Assets with tools &amp; tackles and equipment to carry out the job.</p> <p>01 No. ERV per Set Shall be of brand new CNG fuelled AC Mahindra Bolero Pick-up/tata/Isuzu or equivalent carrier vehicle with sitting of 3 persons (2+1). Including</p>	02	24	96	2000	500



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<p>Driver Seat, AC with power steering BS-VI standard with fabricated MS body (structure/ paneling) with onboard store setup to carry spares and tools as per the drawing enclosed at Annexure-I/ Material specification for 24 hours duty each day and all days in a month, with 2000 KM free run inclusive of Monthly fixed charges.</p>					
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\* CNG Fueled recent model of Mahindra/Tata/Isuzu or any equivalent vehicles with front sitting of 3 persons (2+1), for Vijayawada location, vehicles Fabricated M.S Body of material (MS Structure 40mm X 16g, 32mmX16g Sq. Pipes: MS Angles 40mmX3mm, 32mmX3mm, 25mmX3mm, MS Paneling 18CRCA sheet, 4 no's of Doors, Aerodynamic surface, Foot Board, Rear fix glass, Inside Racks etc..) as per the drawing for on board store set up, three coats of ASPA painting in complete as per drawing. GPRS System, Safety Cone, Caution Tapes, First-Aid Box (With required medicines), Emergency Tools & Equipment's with onboard store setup to carry spares & tools pertaining to CNG, PNG and pipeline O&M activities. Vehicle branding has to be done as per creatives given by BGL time to time.

All the vehicles supplied by the service provider must be registered under Taxi registration i.e. for commercial use.

Vehicles should be environmentally friendly fuel driven, as per prevalent conditions in Vijayawada location meeting latest Euro Norms of pollution control.

- 2.3 Contractor shall quote rates as per the enclosed Schedule of Rates (SOR). "AREA OF OPERATION OF VEHICLE will be the area/place connected with O&M activities of Bhagyanagar Gas Ltd, Vijayawada, Andhra Pradesh.
- 2.4 The Vehicles shall be used for and within the area of operation and within the whole of Andhra Pradesh if required.
- 2.5 The normal duty hours shall be 24 hours every day for the Vijayawada Location & The normal duty hours shall be 24 hours every day for ERV Vehicles for the Vijayawada Location Contractor shall provide a sufficient number of service providers for providing the service, considering duty hours of each service providers not exceeding 12 hours per day. The vehicle shall remain deployed and report for duty at the respective place on all days in the month including holidays for the Vijayawada Location.
- 2.6 The contract is for a period of **four (04) years with respect to the condition of the Vehicles**. The rates quoted will be valid and fixed for the entire 4 years.
- 2.7 Contractor is to provide the following facilities along with the vehicle:
  - 2.7.1 Umbrella – 1 No.  
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- 2.7.2 Freshener – 1 No. – to refilled once exhausted
- 2.7.3 Mobile phone with activated connection to service provider.
- 2.7.4 2No's 9Kg & 1No. 2Kg ABC type fire Extinguisher in the front & back cabins
- 2.7.5 Flashlight (Torch) Illumination of 150LUX
- 2.7.6 500 ml Hand Sanitizer (In the part of Covid Precautionary measures)
- 2.7.7 Minimum No of Masks
- 2.7.8 Four Safety Cones with One MS/Plastic Caution Board & Barricades.
- 2.7.9 GPRS System with Vehicle location tracking arrangements (As per AIS-140 Standards)
- 2.7.10 3KVA Petrol/Diesel Generator with 16Amp Industrial Power Extension Board (up to 50mtrs 3core 4sqmm cable.
- 2.7.11 MDPE Fusion Machine with Barcode reader, Scrapper & MDPE pipeline (All sizes) cutter etc. (As per ISO 12176) compatible for ISO 8085 Part 3 / EN-1555-3 or relevant fittings, which are used in electrofusion in CGD industries & PNGRB guidelines.
- 2.7.12 Uniform and PPEs for service providers.
- 2.7.13 1 set of Pipeline Manual Squeezers for 20-125mm MDPE Pipeline sizes (For all ERV's).
- 2.7.14 1 Hydraulic Squeezer for 63-125MM MDPE Pipeline sizes (For each ERV).
- 2.7.15 Valve Chamber LID openers/Hooks & Valve Key (All Sizes of MDPE pipeline valves and LID (MS material) as per EIC)
- 2.7.16 First-Aid Box with all required Medicines & Lotions.
- 2.7.17 Portable Megaphone with chargeable Batteries (minimum 8hours backup)
- 2.7.18 Walky-Talky with Transmitter & Receiver.
- 2.8 Successful bidder should have registration of vehicles deployed in his/firm name and all statutory payment of taxes and other levies shall be paid by the contractor without any violation of rules & regulations, and comprehensive insurance coverage should be maintained.
- 2.9 Deployed vehicles should be registered in the name of the proprietor(s) (if proprietor firm), partners(s) (if partnership firm), company or firm (if private or limited). A copy of document in support of proprietorship, partnership or company registration shall be enclosed with the bid.
- 2.10 The contractor shall be required to deploy the Vehicles conforming to the specifications with all requisite tools, new tires, and accessories including spare wheels and other equipment/accessories as per the M. V. Act/rules in force. The vehicle upholstery and the state of cleanliness shall be in presentable and have good quality. The contractor shall maintain the Vehicles in absolutely good working condition. If any Vehicle develops defects while on duty the contractor shall immediately replace it by a suitable substitute immediately or arrange satisfactory repairs. In case of failure of the contractor to repair the Vehicles or to provide any substitute vehicle, payment for the day(s) will be regulated as per the liquidated damages clause and also the contractor shall have to bear the difference of the cost incurred in the alternative arrangement made by BGL if any, whichever is higher. The Emergency Response Vehicle "CNG fueled Mahindra Bolero Pick up/Tata/Isuzu" for Vijayawada location shall be registered in the category under Goods Permit with Mobile Workshop.
- 2.11 In case any Vehicles is withdrawn from duty by the contractor or if the contractor fails to provide
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a substitute or provide a Vehicle which is not in acceptable condition, no payment shall be made to the contractor for that day against the Vehicle and penalty as per the clause no. 15 shall be imposed which shall be recovered from the bill(s) of the contractor without any notice.

- 2.12** The contractor shall ensure that the service provider(s) provided on vehicles is/are well dressed in uniform, smart in turnout and is/are disciplined, courteous and behave properly with the Officials of BGL. The contractor shall withdraw such service provider from duty, who does not behave in a proper/disciplined manner or who resumes work under the influence of liquor etc. BGL's decision in this regard shall be final and binding on the contractor. In case of failure of the contractor to withdraw such service provider(s) from duty on complaint, the Vehicles shall not be accepted for duty and shall attract L.D. as per the Clause.
- 2.13** The service providers deployed for vehicles should have clean record and no service provider having criminal background shall be allowed. The contractor is responsible to submit police verification certificate (Character certificate) of the service provider at the time of deployment of Vehicle.
- 2.14** The Service provider/contractor shall not carry any unauthorized passenger in the Vehicles. In case the same is detected no payment of standing charges shall be admissible besides imposing L.D. as per Clause.
- 2.15** The contractor shall have an office with telephone facility for coordination and monitoring of the vehicles, and accessible to BGL.
- 2.16** The Vehicles once placed and accepted for service shall not normally be changed during currency of contract. However, if such changes are necessitated owing to reasons such as major breakdown, accidents and unforeseen circumstances etc., the acceptance of replacement Vehicles is subject to inspection and acceptance of Vehicles by authorized Officer of BGL.
- 2.17** Similarly, Service provider of the Vehicles should not be changed frequently without the consent of BGL. The service provider must be in possession of cell Phone. All the service providers are required to obtain non-employee duty passes from BGL.
- 2.18** The contractor shall ensure that his crew should abide by the usual & special rules regarding safety & security measures while on duty with BGL as per the direction of BGL. The Vehicles shall not leave the duty point for any purpose (including refueling) without the specific permission/entries in the logbook of the user.
- 2.19** Contractor's service provider will be thoroughly conversant with the location/site of work. BGL will have no liability whatsoever
- 2.20** The Vehicle Deployment schedule will be as below:
- 1. CNG fuelled Bolero Pick up/Tata/Isuzu or equivalent vehicle with fabricated body: Within 15 days from the date of LOA/FOA.**  
All the supplied vehicles shall be of BRAND-NEW SHOWROOM MODEL of current year. However alternate vehicle of MODEL of one or two years old (Manufacturing Year) may be initially supplied for a period of ONE month, at the sole discretion of BGL with the specific approval of the alternate vehicle.

period, failing which contract stands terminated without any financial implication to BGL and EMD of the contractor will be forfeited.

Vehicle offered by the contractor shall be neat and in absolute working condition fully road worthy, duly registered with R.T.O., all taxes paid, comprehensively insured covering the risk of all Officers/ Staff of BGL, travelling in the vehicle.

**2.21** The monthly payment for vehicle supplied in lieu of model of deployment year, shall be payable @10% less than the quoted value for old model vehicles but to satisfy all the statutory compliances and terms in bid document. If the bidder fails to replace the alternative vehicle with specified model within first 1 month of deployment, then such vehicles shall be immediately stopped without any financial implication to BGL and applicable penalty for not supplying the vehicle as per tender conditions.

**2.10 QUALITY/CONDITION OF VEHICLES WHILE ON DUTY OF BGL:**

- 2.11 As the Vehicles will be mostly on important duties, a special care has to be taken.
- 2.12 The preferred color shall be “white”. The Vehicle shall be kept immaculately shining/pleasant in appearance (from inside and outside).
- 2.13 The interior of the cabin must have appropriate, additional fittings to provide the Vehicle with the comfort, Stereo Player with FM Radio, synthetic/additional foot matting, window rear tinted glasses, 01 Nos 2 Kgs DCP (Dry Chemical powder) and First Aid Kit.
- 2.14 The contractor has to place 2 nos. of 9 Kgs ABC type Fire Extinguish in the Emergency Response Vehicle.
- 2.15 Seat springs with proper tension, good supplementary seat-cushions, wet cloth and high- quality upholstery to provide extra comfort.
- 2.16 Sparkling white (spotless) seat covers of high-quality cloth shall be provided. These shall be changed at least two times in a week or more if required.
- 2.17 The bushings, spring/shock absorbers shall be maintained in excellent condition to provide absolute riding comfort.
- 2.18 The Vehicles should be noise-free. Any rattling, sound of loose nuts/bolts windows, shutters, spare wheel with tyre, fan belt and loosely kept toolbox etc. should be completely done away with.
- 2.19 Battery, tyres, brakes, Head/light beam adjustment indicator and other lights, starter, wiper, window shutter should be in good and smooth working/serviceable conditions.

**9.0 VEHICLE DOCUMENT:**

The Vehicles should be fit in all respects for operations in accordance with Motor Vehicle Act, the rules and the existing laws are applicable from time to time. The Vehicle(s) must be equipped with valid documents i.e., Registration Book, Pollution Control Certificate, Insurance Certificate, Fitness Certificate(s), permits which include all permits for towing with taxes, fees levies paid up to date during the currency of the contract. This shall include Annual permits/temporary road permits or parking fees etc., if any required during and for the duty with BGL. The responsibility  
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of any lapse in this regard shall be that of the contractors/owners exclusively. BGL officers/employees shall in no way be responsible for any lapses/default of the owner/contractor and BGL officers/employees shall be completely indemnified and kept harmless by the contractor against such default.

## **10.0 LABOUR REGULATIONS AND OTHER ENACTMENTS:**

- 10.1 The contractor shall strictly follow and abide by the rules and regulations of Motor Vehicle Act, Motor Vehicle Rules, Pollution Control Norms, Labor laws and any other relevant Central/State legislation's and orders, rules and regulation of Central/State Government and other authorities. The contractor agrees to indemnify and hold BGL and its employee's harmless for/against any loss, expenditure and claims penalty etc., of whatsoever nature to the BGL in this regard due to the non-fulfillment of the obligations and violation by the contractor.
- 10.2 The tenderer will be fully responsible for any and all disputes arising out of any labor act, Motor vehicle act, Income Tax Act, Payment of Wages Act, Pollution Control Act, EPF Act, Industrial Disputes Act etc., and will settle the same at his own. It is the responsibility of the tenderer to pay the service provider as per labor law, EPF Act / Payment of Wages Act in force and in case of failure of any claims, tenderer is personally responsible. ***Should submit copy of PF, ESIC, PAN, Goods & Service Tax registration certificates.***
- 10.3 The contractor must indemnify the BGL & its employees against any liquidated damages incurred as the principal employer for any failure of contractor to honor the various Central/State/Local self-body laws/enactment in this respect.
- 10.4 The contractor will be required to observe and fulfill all the obligations under various enactments applicable to the nature of job performed by the contractor under the contract.
- 10.5 Contractor has to ensure availability of service providers 24 X 7 and every service provider to have 12 Casual leaves per year.
- 10.6 Contractor has to ensure availability of reliever as per applicability.
- 10.7 **Revision of Minimum Rates of Wages:**

The Contractor shall be required to pay the differential of proportionate increase due to revision in the minimum rates of wages as notified by the Central or State Government, whichever is higher from time to time during the period of contract.

Further, while quoting their rates, the bidder should also take into consideration the increase in Minimum Wages for their service providers during the currency of the contract period as the same shall have to be borne by contractor and no separate reimbursement towards increase in Minimum Wages and consequential increase in EPF, ESI and Bonus etc. would be made by BGL.

Quoted rates shall be fixed in entire period of the contract.

## **11.0 TAXES**

The quoted rates shall be inclusive of all taxes and duties applicable during the contract period  
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except the Goods & Service tax. Good & Service tax & Cess thereon shall be paid extra, if applicable to submission of documentary evidence/invoices(s), or as and when Government issue orders/notifications in this regard

## **12.0 VEHICLE INSPECTION (PERIODIC& RENEWAL INSPECTION):**

- 12.1 The acceptance of a Vehicle in the service of BGL will be subject to the inspection of the cars of physical condition, documents and the documents of the service provider, by concerned Official of BGL, Vijayawada. Such inspection(s) will be carried out initially before the first acceptance of the car and at an appropriate periodical or by surprise checks at the discretion of the BGL. The decision with regards to the acceptance or rejection of the vehicle/equipment, offered by the contractor(s) shall remain with the BGL and its decision shall be final and binding on the contractor.
- 12.2 Any certificate obtained or produced by the contractor stating the condition of the vehicle offered/placed at the service of BGL by any officer of Central or State Government Authority such as M.V.I. etc., as satisfactory shall not supersede the discretion of the BGL on specifications regarding the Vehicle for its acceptability under this contract.
- 12.3 Any Vehicle on duty of BGL is subject to the surprise checks by an authorized officer of BGL for its operational condition or for carrying any unauthorized passengers or any conduct prejudicial to the interest or image of BGL. In case of any default being detected action shall be taken as per the provisions of contract including de-hiring if necessary.

## **13.0 LOG BOOK MAINTENANCE:**

- 13.1 In case of not getting the log book filled-in correctly and properly or if there is any objection, the bill(s) may be returned for getting the objection(s) rectified. The logbook must be got filled-in from user on day-to-day basis.
- 13.2 The logbook sample shall be drawn at the commencement of service from BGL. This shall be duly filled-up all columns and signed by the officer of the BGL using the vehicle and service provider immediately on completion of the duty, daily with NAME AND DESIGNATION of the officer and the name of the service provider of the vehicle. All the bills will be verified on the basis of logbook of the vehicle incorporating any complaints separately received on the performance of the duty. If the name and designation of the user/officer is not clearly identified the payment for such journeys may not be admitted. The contractor has to reverify logbooks reading & No of Kms calculation before submission of Bills.
- 13.3 The responsibility of obtaining the daily KM runs properly entered in the logbook in all respects totally the distance run and places visited shall be entirely of the contractor. The opening KM reading/closing KM reading shall be taken from the reporting place **but not from the contract or garage/residence**. The opening KM reading in logbook shall be filled immediately on report to duty. In case there is some difference, the excess difference will not be paid and bill(s) will be corrected accordingly and passed for payment.
- 13.4 The tenderer shall be entitled to payment for the completed kilometers distance for the places of visit as per the logbook entries. It is, therefore, the tenderer/his service provider's duty to obtain the reconciliation of kilometer (IN) and kilometer (OUT) distance with the endorsement of the places  
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visited on any duty carried out. In case of any excess kilometers run, the same will be deducted from the total kilometers and no payment will be made. In case the Vehicle used for private purpose/duty, such use also is to be got recorded separately in the logbook.

- 13.5 The Speedometer of the Vehicle should not be disconnected when vehicle is released after duty. The distance traveled on account of and journey from garage to reporting place should be reflected in logbook.

In case the Vehicle are used for private duty under order such use also is to be got recorded separately in the logbook.

#### **14.0 ACCIDENTS/DAMAGES/CLAIMS LIABILITIES:**

- 14.1 In the event of any accident or damages while the vehicle(s) is on the duty of BGL, BGL shall be completely free from any liability of any nature connected with the accident/damage(s). The contractor himself will be fully and exclusively responsible for any damage to vehicle(s) or any personal injury to service provider or any other person in the employment of the contractor, occupants of the vehicle(s) or any person(s) or damage to any property or person. This includes any third-party claims. However, if the damage or loss is incurred by BGL or its employees as a result of any related accident, the contractor shall be reimbursed on demand and without any demur the compensation/damages if any sustained by BGL on this account.
- 14.2 The contractor himself will be responsible for any damage to the vehicle(s) or any personal injury to service provider or any other person in the employment of contract(s) while vehicle(s) equipment(s) are on BGL Duty.
- 14.3 BGL shall not be responsible for any claim/compensation that arises due to damages/injuries/pilferage to the contractor's vehicle/property under any circumstances while the vehicle(s) equipment(s) were/are/is engaged for the BGL duty.
- 14.4 It is the responsibility of the contractor to inform the user of the vehicle as well as the Head of Transport department the occurrence of any accident involving his/their vehicle(s) as early as possible to avoid any disruption or inconvenience to BGL duty, provide substitute and submit a detailed report to the head of transport section within 24 hrs for the record of BGL.
- 14.5 Absence of vehicle due to any accident will not be entitled for any exemptions from the liabilities of the contract whatsoever. Arrangement of the alternative/substitute is the responsibility of the contractor unless otherwise exempted for reasons beyond the contract's control.

#### **11. INSURANCE:**

- 11.1 Hired vehicle(s) should be fully / comprehensively insured by the contractor, at his own cost covering all risk and liabilities. Contractors All risk policy shall be taken for PNG Technicians and PNG Technician Assistants deployed towards Emergency Response team and work men compensation includes the damages if any to Third party.
- 11.2 All liabilities arising out of the accidents, disturbances to the vehicle(s) operations of the BGL will rest upon the contractor.
- 11.3 The copies of documentation in respect of insurance shall be submitted to BGL on the date of placement of vehicle and renewals made subsequently shall be submitted in time  
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**12. PARKING.**

- 12.1 BGL does not guarantee any parking place for the vehicle at the reporting place or place of duty, and BGL shall not be responsible for the safety and security of the contractor's vehicle, equipment or service providers.
- 12.2 Parking charges/Toll tax shall be reimbursed to the contractor at actuals, on production of the relevant parking/toll slips with the monthly bills duly certified by the in charge. The contractor should ensure that sufficient amount is always available with the service providers for the said purpose.

**11.0 FUEL:**

- 11.1 The vehicle should report for duty with sufficient fuel and with sufficient money with the service provider to buy more fuel in case of notified outstation trips. The officers of the company are under strict instructions to refrain from lending any money to contractor's persons. In case the vehicle runs out of fuel, then any time and money spent for getting fuel shall be to the contractor's account. As a part of this clause, the contractor is also liable to be penalized as relevant clause of this document.

**25. REPORTING TIME & PLACE:**

- 25.1 **VIJAYAWADA Location:** ERV (Bolero Pickup/tata/Isuzu or equivalent vehicle with MS closed body) will normally report at **Bhagyanagar Gas Ltd Offices (CGS Cum Mother station, R.S. No - 70, Kothuru Thadepalli Road, Near Y.V. Rao Estates, Vidhyadharapuram, Vijayawada – 520012 (OR)** any other place as decided by the O&M department at the time of deployment. However, the O&M officers of BGL will be at liberty to call the vehicles at any other on specific requirements.

**26. FUEL PRICE ESCALATION / DE-ESCALATION:**

The rates quoted by the contractor shall be inclusive of all charges, firm and binding till the completion of the contract, and subject to fuel price escalation as per clause 13.

Fuel price escalation/ de-escalation compensation will be allowed only for actual distance run by the vehicle. The fuel price compensation will be calculated based on the following formula:

$$\text{bid} \times \left\{ \text{Current fuel price} - \text{Price on the date of opening of Un-price} \right\} \times \frac{\text{Actual distance run}}{\text{Avg. mileage of vehicle}}$$

The average km/Kg of fuel to be considered for calculating the fuel price escalation will be as under:

Average Km/Kg for Bolero/Tata/Isuzu : 16 Km/Kg of CNG

**For the purpose of calculating the fuel escalation, the base price of Fuel (CNG) rates as on seven days before the due date of submission of bid.**

The charges for fuel price escalation must be claimed by the contractor along with the bill with separate calculation sheet attachment in the monthly running bills. In case the contractor does not claim the same promptly, it will be assumed that the contractor has forfeited his claim for the  
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month, and any claims towards this will not be entertained in future bills. The CNG Cylinders in the vehicle to be hydrotested in every three years from the date of last hydrotest date as per the norms of PESO.

Monthly hiring charges should be quoted considering the cost of CNG seven days before the due date of the opening of bids in RO at Vijayawada location. This will be considered as a base rate per kg of CNG for the purpose of calculation escalation and de-escalation for the entire period of the contract. BGL will consider increase/ decrease of rate during the contract period in the event of increase or decrease in the prices only of CNG.

Escalation/de-escalation will be applied when the difference in CNG retail selling rate from the base rate is beyond +/- 5% per kg. if the fluctuation in the CNG retail selling rate is within the range of +/- 5% per kg from base rate. Escalation/de-escalation will be applied when the cumulative total of such fluctuations goes beyond +/-5 % per kg from base rate in terms of increase or decrease. Documentary evidence regarding price of CNG has to be provided by the contractor

## **27. BILLING & PAYMENT:**

- 27.1 The contractor should raise monthly bills by the fifth day of the succeeding month. The bills must be accompanied with the relevant log books showing the date, and the vehicle use certified by the officer using the vehicle. All necessary statutory deductions such as income tax shall be made from the contractor's bills.
- 27.2 Payment shall be released within 15 days from the date of receipt of bills.

## **28. PRICE REDUCTION/LIQUIDATED DAMAGE/PENALTY:**

In the case of inadequate performance of the contractor with regard to the various provisions/terms as listed above monetary penalty shall be imposed on the contractor. The rates of penalty shall be as follows:

- 1) For not providing vehicle as specified or not to the satisfaction of BGL: deduction of Rs.1500/- on each occasion.
- 2) Vehicle absent for up to 2 hours or reporting late by up to 2 hours or the vehicle running out of fuel or vehicle break down: deduction of Rs.1000/- on each occasion.
- 3) Vehicle absent for more than 2 hours or reporting late by more than 8 hours or vehicle break down: deduct Rs.2000/- on each occasion.
- 4) In case vehicle does not report for duty for full day: deduct Rs.4000/- for 1 day on each occasion.
- 5) The service providers do not behave in a proper / disciplined manner or found under the influence of alcoholic drinks or any narcotics while on duty, a penalty @ Rs. 500/- will be deducted per default/occasion.
- 6) The Servicing for Vehicle will be allowed once in a month preferably on non-working- day on providing a substitute Vehicle with taxi permit but no extra payment, whatsoever, will be made for this purpose. The acceptance/ rejection of replaced vehicle in place of the new vehicle is entirely at the discretion of BGL. or it's authorized user
- 7) The decision of BGL with regard to L.D. shall be final and binding on the contractor.
- 8) For non deployment of PNG Technician/PNG Technician Assistant per occasion: deduct Rs.1800/- per person, for full day: deduct Rs.3000/- per person.
- 9) Overall penalties in a month shall not exceed 20% of monthly invoice.

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It must be clearly understood by the contractor that compliance with the terms and conditions as listed above is essential, and penalties as listed above will be enforced. All decisions of Bhagyanagar Gas Limited, with respect to the non-compliance of terms will be final and binding on the contractor.

**29. SECURITY DEPOSIT/BANK GUARANTEE:**

**29.1 SD/CPBG @ 5% of Total order/contract value in case contract period is less than one year or 5% of Annualized order/contract value in case contract period is more than one year.**

**OR**

**Initial security deposit (ISD) @ 2.5% of total order/contract value in case contract period is less than one year or 2.5% of annualize order/contract value in case contract period is more than one year within 30 days of FOA/notification of award and deduction @ 2.5% of the RA bill subsequently from RA bills till the total amount of security deposit ( including ISD and deduction amount) reaches 5% of Total order/contract value in case contract period is less than one year or 5% of annualized order/ Contract value in case contract period is more than one year.**

29.2 DLP is applicable for 03 (three) months from the job executed date.

29.3 The contractor shall furnish security deposit equal to 5% of the annualized contract value excluding taxes & duties as quoted for the respective vehicle. Security Deposit should be in the form of Nationalized Bank's Demand Draft drawn in favor of BHAGYANAGR GAS Limited, VIJAYAWADA or Bank Guarantee in the prescribed proforma in favor of BHAGYANAGR GAS Limited within 30 days from the date of placement of work order or deployment of Vehicle whichever is earlier. If the contractor fails to furnish the SECURITY DEPOSIT as per the above clause, the same shall be recovered from monthly running bills and the EMD submitted by the successful bidder will be retained by the company till submission of security deposit as per the clause.

29.4 The Security deposit/bank guarantee shall liable to the forfeited/invoked in Case of termination of the contract by the BGL under clause No. 17 of the contract.

29.5 BGL shall have the right to recover from the security deposit/bank guarantee the balance amount, if any, which could not be recovered from the payments to the contractor under any of the clause of this contract.

29.6 The contractor shall be liable to pay further balance of recovery/claim if any, which could not be recovered from the payments to the contractor and/or from the security deposit/bank guarantee.

29.7 BGL on the Earnest Money or Security Deposit or performance guarantee furnished by the contractor shall pay no interest.

29.8 The Bank Guarantee is towards performance guarantee for satisfactory Performance of contract. The Bank Guarantee should be valid for 3 months beyond the contract period. In the absence of

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such validity payments of all dues to the contractor will be withheld. On production of performance guarantee, Earnest Money Deposit will be released.

- 29.9 The Security Deposit/bank guarantee, subject to recoveries, if any, shall be refunded to the contractor after the successful completion of this contract.
- 29.10 In case the contractor fails to carry out the job, as per the terms and Conditions of the contract, the security deposit/bank guarantee is liable to be forfeited/invoked, without prejudice to any other right which BGL may have under this contract or otherwise.
- 29.11 The Bank Guarantee has to be given as per proforma enclosed with the tender.

### 30 TERMINATION:

- 30.1.1 BGL may without prejudice to its rights against the contractor in respect of any delay or otherwise or any claims for damage, in respect of any breach of the terms of the contract and without prejudice to any rights or remedies under any of the provisions of this contract or otherwise, by notice in writing absolutely terminate the contract with immediate effect in any of the following cases:
- 30.1.2 In the event of the contractor going into liquidation or winding up his business or making arrangement with his creditors, BGL shall have the right to terminate the contract without prejudice to any other rights/remedies.
- 30.1.3 In the event, if it is found that contract has been procured by submitting incorrect or incomplete statements by the contractor or by making any misrepresentation.
- 30.1.4 If in the opinion of BGL, the contractor has delayed or suspended the execution of work, the facilities and Vehicle etc., offered by the contractor is inadequate for effective completion of the job.
- 30.1.5 In the event of any breach of the terms and conditions of the contract by the contractor or if the contractor is found to be indulging in activity subversive to BGL's interest or activity prejudicial to the interests of BGL and for any other good or sufficient reasons.
- 30.1.6 Up to such termination of the contract the security Deposit/Bank Guarantee are liable to be forfeited/invoked to satisfy the outstanding claims of BGL.
- 30.1.7 If the contractor fails to deploy/mobilize the vehicle within specified time or fails/withdraw the contract before completion of the contract.

Not with standing anything contained above, BGL may, as its sole discretion, terminate this contract by giving the contractor 15 days written notice to the effect, without assigning any reasons whatsoever in which case the security deposit shall be refunded.

The contract shall be deemed to have expired on expiry of the original period of one year unless extended.

### 31 Deleted

### 32 SET OFF CLAUSE:

Any sum of money due and payable to the contractor, under this contract may be appropriated by the BGL and set off against any claim by the BGL against the contractor in respect of any  
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transaction.

33 **Deleted**

34 **JURISDICTION**

Subject to Arbitration clause, all questions, disputes of differences arising under out of or in connection with the contract shall be subject to the exclusive jurisdiction of courts at Vijayawada, Andhra Pradesh.

35 **INDEMNITY**

The Contractor shall indemnify and save BGL and its agents, servants, representatives harmless from and against all actions, suits proceedings, losses, cost, damages, charges, claims and demands of every nature and description brought or recoveries made against the BGL by reasons of any act or omission of the contractor, his agents, representatives or employees in the execution of the contract.

36 **ASSIGNMENT**

**This contract shall not be assigned except with express prior approval of BGL. The contractor shall not sub-contract the work or any portion thereof without the prior written consent of BGL. Any detection of sub-letting/assignment may result in termination of the contract without any notice as also debarring/banning of business of the contractor for further business in BGL. Such action shall attract forfeiture of Security Deposit.**

37 **INDEPENDENT STATUS**

In the performance of this contract, the contractor shall be an independent contractor. Neither the contractor nor any persons deployed by the contractor shall be deemed to be employee or agents of the BGL. The Contractor agrees to relieve and indemnify BGL from and against all claims and demands whatsoever made against BGL by persons deployed by the contractor and/or for whom the contractor is otherwise responsible under Laws of the land.

**Bidder should have EPF/ ESIC registration and required document to be submitted along with unpriced bid, else bids get rejected.**

**The Scope of Work of Emergency Response Vehicle/Team (ERV/ERT) is modified but not limited to the following points.**

12. Services includes the supply of ERV Vehicle with Driver along with 1 PNG Technician & 1 PNG Technician Assistant 24x7x365 days.
13. PNG Technician should be able to handle & attend the MDPE network damages & GI Piping works and Conversions etc.
14. Scope includes, ERV team to independently attend to third party damages & any other works assigned by the Engineer In Charge(EIC).
15. BGL will provide MDPE Pipe and Fittings, GI Pipe & Fittings, regulators, meters etc.
16. 03 years experience of PNG Technician with ITI Qualification is required.

17. PNG Technician Assistant with 03 years experience in attending the third party damages is required.
18. The experience of PNG Technician will be interviewed before on boarding with the team.
19. Driver shall able to assist & help the team as per the requirement.
20. The contractor shall provide the PNG Technician & PNG Technician Assistant with the vehicle as specified in SOW.
21. In case of exigency, where in additional resources are required to attend Third party damages/Emergencies/Exigencies. Then the contractor shall provide the same on call basis by bidder/contractor.
22. Oncall basis deployment of 1 PNG Technician upto 3 hrs & Oncall basis deployment of 1 PNG Technician Assistant upto 3 hrs should be deployed with in 1 hour upon intimation of EIC.



Bhagyanagar  
Gas Ltd

**HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR  
O&M EMERGENCY ACTIVITIES IN BGL FOR HYDERABAD &  
VIJAYAWADA GA'S FOR THE PERIOD OF 4 YEARS  
Bid Document No. BGL/717/2025-26**

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**SECTION: 9  
SCHEDULE OF RATES(SOR)  
FOR HYDERABAD & VIJAYAWADA GA's  
(PART-A & PART-B)**

**HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR  
O&M EMERGENCY ACTIVITIES IN BGL FOR HYDERABAD &  
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Bid Document No. BGL/717/2025-26**

**BHAGYANAGAR GAS LIMITED**

**SCHEDULE OF RATES**

**Tender No.- BGL/717/2025-26**

**Tender Name: HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR O&M EMERGENCY  
ACTIVITIES IN BGL FOR HYDERABAD & VIJAYAWADA GA'S FOR THE PERIOD OF 4 YEARS**

Name of Bidder								
Sl. No.	Description	No. of Services	HSN/SAC CODE	UOM	Quantity	Unit Rate	Total Price (Rs.)	
<b>Part A: Hyderabad GA</b>								
1	<p>Providing Emergency Response Services at Hyderabad as per given below ERV(Emergency Response Vehicle-24hrs per Day) with Driver(2Shifts-12hrs per Shift), 01 no. of PNG Technician(3Shifts-8hrs per Shift) &amp; 01 no. of PNG Technician Assistant(3Shifts-8hrs per Shift) for 365 days in a year to take care of MDPE Network/Pipeline Damage Repairs, Shifting/Modifications of existing MDPE/GI/CU Pipeline &amp; connections, Attending PNG/IPNG/CPNG/CNG Complaints/Service Requests for repair &amp; maintenance of Assets with tools &amp; tackles and equipment to carry out the job.</p> <p>01 No. ERV per Set Shall be of brand new CNG fueled AC Mahindra Bolero Pick-up/tata/Isuzu or equivalent carrier vehicle with sitting of 3 persons (2+1) Including Driver Seat, AC with power steering BS-VI standard with fabricated MS body (structure/ panelling) with onboard store setup to carry spares and tools as per the drawing enclosed at Annexure-I/ Material specification for 24 hours duty each day and all days in a month,</p>	2			Months	96		0.00



Bhagyanagar Gas Ltd

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	with 2500 KM free run inclusive of Monthly fixed charges.							
1.1	Extra running charges per KM for monthly running beyond 2500KMs on Quarterly cumulative basis as per note 7.	2		Kms	48000		0.00	
1.2	Oncall basis, deployment of 1 PNG Technician up to 3 hrs	2		EACH	128		0.00	
1.3	Oncall basis, deployment of 1 PNG Technician Assistant up to 3 hrs	2		EACH	192		0.00	
<b>Total</b>							0.00	
<b>GST%</b>							<b>5.00%</b>	0.00
<b>Total Amount Inclusive of GST</b>							0.00	

**Part B: Vijayawada GA**

2	Providing Emergency Response Services at Vijayawada as per given below ERV(Emergency Response Vehicle-24hrs per Day) with Driver(2Shifts-12hrs per Shift), 01 no. of PNG Technician(2Shifts-8hrs per Shift) & 01 no. of PNG Technician Assistant(2Shifts-8hrs per Shift) for 365 days in a year to take care of MDPE Network/Pipeline Damage Repairs, Shifting/Modifications of existing MDPE/GI/CU Pipeline & connections, Attending PNG/IPNG/CPNG/CNG Complaints/Service Requests for repair & maintenance of Assets with tools & tackles and equipment to carry out the job.	2		Months	96		0.00
01 No. ERV per Set Shall be of							

(Sign & Seal of Bidder)

**HIRING OF EMERGENCY RESPONSE VEHICLE (ERV) FOR  
O&M EMERGENCY ACTIVITIES IN BGL FOR HYDERABAD &  
VIJAYAWADA GA'S FOR THE PERIOD OF 4 YEARS  
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	brand new CNG fuelled AC Mahindra Bolero Pick-up/tata/Isuzu or equivalent carrier vehicle with sitting of 3 persons (2+1) Including Driver Seat, AC with power steering BS-VI standard with fabricated MS body (structure/ panelling) with onboard store setup to carry spares and tools as per the drawing enclosed at Annexure-I/ Material specification for 24 hours duty each day and all days in a month, with 2000 KM free run inclusive of Monthly fixed charges.						
2.1	Extra running charges per KM for monthly running beyond 2000KMs on Quarterly cumulative basis as per note 7.	2		Kms	48000		0.00
2.2	Oncall basis, deployment of 1 PNG Technician up to 3 hrs	2		EACH	128		0.00
2.3	Oncall basis, deployment of 1 PNG Technician Assistant up to 3 hrs	2		EACH	192		0.00
<b>Total</b>							0.00
<b>GST%</b>						<b>5.00%</b>	0.00
<b>Total Amount Inclusive of GST</b>							0.00

**Note:**

- 1) Quote must be inclusive of all other auxiliaries, providing GPS, Fire Extinguishers, PPE, Uniforms, first aid kit.
- 2) Provision of reliever to driver, PNG Technician and PNG Technician Assistant as per tender terms and conditions. Above mentioned prices are exclusive of toll charges, octroi taxes, and escalation/de-escalation charges of CNG, if any and same shall be payable at actuals.
- 3) Fuel Escalation charges for 4 years shall be paid at actuals as per the SCC Clause no. 13.0 of the bid document.
- 4) Award shall be done as per clause no 3 of BEC of vol I of II.
- 5) Bidder should quote all items of individual part of SOR.
- 6) Toll charges will be paid on actual KMs.
- 7) Extra running KMs will be paid on Quarterly cumulative basis i.e., extra run over the 7500 KM's for



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Hyderabad GA and 6000 Kms for  
Vijayawada GA for 03 months.

8) Quoted price shall be inclusive of all taxes.

9) Period of contract is 4 years

10) For evaluation, 500 kms. is considered per month for SOR Item no.1.1. & 2.1

11) ERV must be always available for Round the clock (24hours for 365 days in a year) with 1 driver, 1 PNG technician & 1 PNG Technician Assistant to attend to emergencies & other works assigned

12) In case of exigency, where in additional resources are required to attend Third party damages/Emergencies/Exigencies. Then the contractor shall provide the same on call basis.

13) Must consider relievers, without any extra payment.