

JHARKHAND RENEWABLE ENERGY DEVELOPMENT AGENCY

3rd Floor, SLDC Building, Kusai Colony, Doranda, Ranchi-834002

Invites

NIB No. – 24/JREDA/EV/22-23



For

**Hiring of e-vehicle (e-car, Sedan, Hatchback & Compact-SUV type 5-Seater)
Total Qty.=05 nos. with chauffeur services along with maintenance of e-
vehicle (EV) charging stations for A.C. supply (Qty. = 02 Nos.) on monthly
hire basis for a period of Six (06) years at JREDA Office, Kusai Colony,
Doranda, Ranchi.**

Start Date & Time of Download the Tender Documents	17.10.2022 at 11:00 AM
Start Date and time of upload of BID	17.10.2022 at 11:05 AM
End date and time of upload of BID	09.11.2022 upto 05:00 PM
Last date of submission of hard copy of bid, tender cost and EMD in the office of Director JREDA	Upto 10.11.2022 at 05:00 PM
BID Opening date for technical part	11.11.2022 at 03:00 PM

Govt. of Jharkhand
Energy Department
Jharkhand Renewable Energy Development Agency
(JREDA)

3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.

Ph.: 0651-2491161, Fax: 0651-2491165,

E-mail: info@jreda.com; Website: www.jreda.com

e-Procurement Notice

Tender reference no.: 24/JREDA/EV/22-23

Dated: 12.10.2022

1	Name of the work	Hiring of 05 (Five) Nos. of e-vehicle (e-car, Sedan, Hatchback & Compact-SUV type 5-Seater) with chauffeur services along with maintenance of e-vehicle (EV) charging stations for A.C. supply (Qty. = 02 Nos.) on monthly hire basis for a period of Six (06) years at JREDA Office, Kusai Colony, Doranda, Ranchi.
2	Estimated cost (Rs.)	100.00 (Hundred) Lakhs
3	Period of supply	01 (One) Month
4	Date of publication of NIB on website: http://jharkhandtenders.gov.in	17.10.2022 (Monday)
5	Last date & time for receipt of online bids	09.11.2022 (Wednesday) upto 05:00 PM
6	Submission of original copies of Bid fee & EMD (Offline)	09.11.2022 and 10.11.2022 up to 5.00 P.M.
7	Technical Bid Opening Date	11.11.2022 (Friday) at 3.00 P.M.
8	Name & address of office inviting tender	Director, Jharkhand Renewable Energy Development Agency(JREDA) 3 rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002 (Jharkhand)
9	Contact no. of procurement officer	0651-2491163/67/61/7004806449
10	Helpline no. of e-procurement	0651-2491163/67/61

Any corrigendum/addendum can be seen on website: <http://jharkhandtenders.gov.in> & www.jreda.com. Further details can be seen on website: <http://jharkhandtenders.gov.in> & www.jreda.com

Sd/-
Director,
JREDA, Ranchi

JHARKHND RENEWABLE ENERGY DEVELOPMENT AGENCY

3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.

Ph.: 0651-2491161, Fax: 0651-2491165,

E-mail: info@jreda.com; Website: www.jreda.com

TENDER DETAILS

e-Tender into two parts, Part-I (Technical & Commercial) & Part-II (Price Part) is invited from the financially sound Registered supplier/ companies/ cooperative society/ agencies/ proprietorship firms/ Partnership /NGO/ PSU/ Registered tour operator/ Private Ltd./Public Ltd. etc:

NIB No.	Name of work	Earnest Money to be deposited	Cost of BOQ (Non-Refundable)
NIB No. – 24/JREDA/EV /22-23	Hiring of e-Vehicle (e-Car, Sedan, Hatchback & Compact-SUV type 5-Seater) Qty=05 nos. with Chauffeur services along with supply, installation & Maintenance of e-Vehicle (EV) Charging stations for A.C. supply (Qty= 02 Nos.) on monthly hire basis for a period of Six (06) years at JREDA Office, Kusai, Doranda, Ranchi	Rs. 3,60,000/- in the form of DD/BG in favour of Director, Jharkhand Renewable Energy Development Agency (JREDA), payable at Ranchi (in case of BG nationalized / scheduled bank only)	Rs. 10,000/- Plus 18% GST in the form of DD in favour of Director, Jharkhand Renewable Energy Development Agency (JREDA), payable at Ranchi

e-Tender documents and BOQ including terms & conditions, specifications etc. can be downloaded and submitted online through website www.jharkandtenders.gov.in. Any details required in this regard can also be had from the office of the undersigned during office hours.

**Sd/-
Director,
JREDA, Ranchi**

**JHARKHAND RENEWABLE ENERGY DEVELOPMENT
AGENCY (JREDA)**

3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.

ONLINE e-TENDER

SECTION-1

Online Tender part-I (Technical & commercial part) and **part-II** (Price Part) is **invited by** and on behalf of **Jharkhand Renewable Energy Development Agency** from the financially sound Registered supplier/ companies/ cooperative society/ agencies/ proprietorship firms/ Partnership /NGO/ PSU/ Registered tour operator/ Private Ltd./Public Ltd. etc. for **Hiring of e-Vehicle** (e-Car, Sedan, Hatchback & Compact-SUV type 5-Seater) **Qty=05 nos.** with Chauffeur services **along with** supply, installation & Maintenance of **e-Vehicle (EV) Charging stations** for A.C. supply (**Qty= 02 Nos.**) **on monthly hire basis** for a period of **Six (06) years** at JREDA office, Kusai, Doranda, Ranchi.

A. General terms & conditions:

1. A complete set of bidding documents may be downloaded by any interested bidder from the website <https://jharkhandtenders.gov.in>. Interested bidders have to necessarily register themselves on <https://jharkhandtenders.gov.in> to participate in the bidding under this NIB. It shall be the sole responsibility of the interested bidders to get them registered at the aforesaid website and apprise themselves adequately regarding all the relevant procedures and provisions related to uploading of the bids on the aforesaid website.
2. Bidder shall upload scan copy of **Demand Draft (DD) of Rs. 10,000/- plus 18% GST** as a proof of payment towards e-Tender fee from any Nationalized/ Scheduled Commercial Bank in favour of **Director, JREDA**, payable at Ranchi. The tender fee and Earnest Money Deposit (EMD) in original must be submitted between all working days from 09.11.2022 and 10.11.2022 by 5.00 PM. If tender fee and EMD are not received before mentioned date and time, tender shall be considered invalid.

3. Bidder shall upload scan copy of **Bid Security/Earnest Money Deposit (EMD) for an amount of Rs. 3,60,000/-** against NIB in the form of Demand Draft from any Nationalized/ Scheduled Commercial Bank of India in favour of Director, Jharkhand Renewable Energy Development Agency (JREDA), payable at Ranchi OR in form of Bank Guarantee of any Nationalized/ Scheduled Commercial Bank of India in favour of Director, Jharkhand Renewable Energy Development Agency (JREDA). The Bank Guarantee shall remain valid for the period up to **180 days**. Bids not accompanied with an acceptable bid security in original as specified in bidding documents or bids accompanied with bid security of inadequate value shall be rejected by the JREDA.
4. JREDA reserves the right to accept or reject any bid partly or fully or cancel the bidding without assigning any reasons thereof and in such case no bidder/ intending bidder shall have any claim arising out of such action.
5. The bids will be received through electronic tendering mode only.
6. It is the bidder's responsibility to comply with the system requirement i.e. hardware, software and internet connectivity, at bidder's premises to access the e-Tender portal. Under any circumstances, JREDA shall not be liable to the bidders for any direct/indirect loss or damages incurred by them, arising out of incorrect use of the e-Tender system or internet connectivity failures.
7. The bidder shall submit the originals of the instrument towards the Bid Security/EMD, e-Tender fee, Power of Attorney, if applicable along with letter of submission in a sealed cover to the **Director, Jharkhand Renewable Energy Development Agency (JREDA), 3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002 (Jharkhand)** between all working days from 09.11.2022 and 10.11.2022 by 5.00 PM. Non submission of the original financial instrument towards Bid Security Declaration before opening date and time will make the tender liable for rejection.
8. The intending bidder must have valid Class-II or III digital signature certificate to submit the bid.
9. The bidder should not have been blacklisted or debarred by any Central/ State Government/ agency of Central/State Government/ PSU/ Regulatory Authority of India at the time of submission of this bid.
10. Bidders are requested to upload good quality scanned bid, uploaded bid should be easily readable to everyone. Poor quality scanned bid may cause

rejection.

11. The undersigned reserves the right to reject/cancel/ postpone/ annul the tenders at any stage of the tender, which will be binding on all bidders.
12. This tender notice shall form part of the tender document and are to be signed and submitted along with the tender.
13. All papers of the vehicles engaged must be up to date during the tenure of work order. The successful bidder has to submit self attested copies of relevant papers related to vehicle being engaged after getting work order. Details of documents are as follows:-
 - i. Owner book (certificate of registration) as document of registration as Taxi / Commercial vehicle.
 - ii. Copy of comprehensive insurance of vehicle.
 - iii. Valid road permit for movement of vehicle in the state of Jharkhand.
 - iv. Copy of registration of Registered supplier/ companies/ cooperative society/ agencies/ proprietorship firms/ Partnership /NGO/ PSU/ Registered tour operator/ Private Ltd./Public Ltd. etc.
14. The maintenance of vehicle (incl. supply of lubricants like Break Oil, Coolant, Distilled water etc.) would be borne by the bidder. Only Electricity for charging the vehicle shall be arranged by JREDA.
15. The vehicle to be supplied should be in good condition from outside as well as inside. Interior / Upholstery of the vehicle should be well maintained and to be kept neat & clean.
16. The **vehicle** to be supplied **should be brand new** and must be purchased by the bidders immediately after getting work order. Bidder can quote for the vehicle more than one category as mentioned in price Bid.
17. It shall be the responsibility of the supplier to indemnify any outstanding dues on account of engaged vehicles.
18. The vehicles to be provided can be used anywhere in the country.
19. JREDA will not be liable for any compensation arising out of any accident caused either for the driver/vehicle/to third party/third party vehicles. Bidder will be solely responsible for all legal matters arising on account of vehicle and driver.

- 20.** The **vehicle and driver shall be provided by the bidder** throughout the contract period without any gap.
- 21.** An identity card shall be issued to the drivers by the bidder and submit the copy of same to JREDA in advance.
- 22.** Driver & vehicle shouldn't be changed frequently without prior intimation to JREDA.
- 23.** The payment to the driver will be made by the bidder on monthly basis.
- 25.** The **rates quoted** by the bidder should be **valid for First year** from the date of award of work. However, for the consequent years 10% escalation shall be admissible on previous year's base rate exclusive of GST.
- 26.** The bidder will have to comply and adhere the acts stated hereunder as applicable
- (i) The contract labour (Regulation & abolition act 1978)
 - (ii) Employee provident fund & Misc. Provision act 1952
 - (iii) Employee state insurance act 1948
 - (iv) Employee state insurance (Central rules) 1950
 - (v) Minimum wages act of Govt. of Jharkhand
- It is clarified that bidder will be sole responsible for the compliances of all of the rule and regulations as mentioned above or any other as applicable. JREDA shall not be responsible for non-compliance of any act or regulations.
- 27.** All the liabilities related to manpower supplied directly / indirectly to JREDA will be sole responsibility of the bidder. The adherence of other statutory expenses like EPF, ESI, workmen compensation, bonus etc. shall be sole responsibility of the bidder.
- 28.** All taxes & duties will be on bidder's account.
- 29.** JREDA reserves the right to issue/reject the tender document, extend the date of sale/submission of tender/opening of tender, cancellation of tender without assigning any reason thereto.
- 30.** The rates quoted must be in numerals & words both by the bidder.
- 31.** **Vehicle should be provided** by the successful bidder **within X+30 Days where, X= Showroom waiting period. However, Bidder have to purchase vehicle from the showroom offering minimum waiting period.**

32. Blood relative of personnel working in JREDA are not eligible to bid.

The bidder or its authorized signatory **should submit a self signed declaration** as per **Annex-C** enclosed along with the bid. Near relative for this purpose are:

- (i) Members of Hindu Undivided (HUF) family.
- (ii) Husband or wife.
- (iii) Father, Mother, Son(s), Son's wife (Daughter's-in-law), Daughter(s) and Daughter's husband (Son-in-law), brother(s) and brother's wife, sister(s) and sister's husband (brother-in-law).

Sd/-
Director,
JREDA, Ranchi

INSTRUCTIONS TO THE BIDDER

SECTION-II

A. Definitions:

The definitions of terms used in this document are as here under:

- (i) **Ordering Authority:** means the Director, JREDA, Ranchi.
- (ii) **Bidder/Tenderer** means the registered supplier/ companies / cooperative society / agencies / proprietorship firms / Partnership /NGO / PSU/ registered tour operator / Private Ltd. / Public Ltd. etc. who participates in this tender and submits their bid.
- (iii) **Supplier/Vendor/Contractor:** means firm or company etc. supplying/ providing the services under the contract.
- (iv) **Services:** means all the jobs that the contractor is required to perform under this contract.
- (v) **Letter of Intent:** means the intention of the ordering authority to execute the agreement with the bidder.
- (vi) **Agreement:** means the contract signed by the ordering authority and contractor, incl. all attachments and appendices thereto and all documents incorporated by reference therein. The agreement appearing in these documents shall be deemed to be the part of contract.
- (vii) **Contractor:** means the individual, firm or company, whether incorporated or not, undertaking the contract and shall include the legal personnel /Authorized representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
- (viii) **Contract price:** means the price payable to the contractor under the agreement for the full and proper performance of the contractual obligations.

B. Eligibility & Qualifications:

The bidding agency / firm must fulfill the following technical specifications to be eligible for clearing the technical evaluation of the bid described in detail as follows:

The bidder should be the Registered supplier/ companies / cooperative society / agencies / proprietorship firms / Partnership /NGO / PSU/ registered tour operator

/ Private Ltd. / Public Ltd. etc. Relevant documents need to be submitted along with the bid.

- B.1** Bidder should have minimum average annual turnover of 30% of the estimated cost i.e. 30 lakhs during FYs 2018-19, 2019-20 & 2020-21 for which they have to submit the details duly certified by C.A.
- B.2** Bidder should have positive net worth till 31.03.2021. Bidders have to submit the Networth certificate duly certified by C.A.

B.3 The bidder shall submit the copy of PAN, GST etc. as applicable along with the bid document.

B.4 The bidder shall have to submit a self-signed declaration of ***non-blacklisting*** of their firms **as per Annex- 'D'** enclosed along with the bid.

B.5 Bidder should ensure that the drivers to be provided bears a good moral character and are having valid commercial driving license.

C. Liquidated damages (L.D.):

If in any case, i.e. delay in reporting of duty by vehicle deployed, non-repairing / replacement of vehicle within a day during its breakdown, non-repairing / replacement of vehicle within a day during failure of its A.C., tempering of odometer, change of vehicle &/or driver without prior intimation to the user, non-compliance to terms & conditions mentioned in this NIB, a sum of **Rs.500/- per day per vehicle** subject to intimation by user, **L.D. will be charged as penalty** to the supplier **subject to maximum of 5% of contract value.**

In case of repetitive occurrence of the any of such events for 30 days, JREDA reserves the right to terminate the contract & will blacklist the bidder from participation in future tenders.

D. Termination for Default:

The ordering authority may without prejudice to any other remedy for breach of contract, by written notice of default sent to the Contractor, terminate this contract in whole or in part, if the Contractor: -

- (i) Fails to deliver any or all the services within the time period(s) specified in the contract, or any extension thereof granted by the ordering authority.
- (ii) Fails to perform any other obligation(s), under the contract; and
- (iii) In any of the above circumstance(s), does not remedy his failure within a period of 30 days (or such longer period as the ordering authority may authorize, in writing) after receipt of the default notice from the ordering authority.

E. Validity of Contract:

The **contract shall be valid for a period of Six (06) years** from date of work order or signing of agreement.

F. Payment method:

1. 95% payment will be made after deducting the statutory dues as applicable on submitted bills (in triplicate) duly verified by vehicle In-charge. Balance 5% amount shall be recovered from the Running Account Bills / Final Bill as security money deposit.

Security money so deducted shall be released after 60 (Sixty) days from successful completion of the contract period on due recommendation of the Vehicle-in-charge. However, JREDA will have all right to forfeit such performance security in case of deficiencies of services on the part of contractor.

2. The bills submitted by the contractor should accompany with:

- i.** Duly filled logbooks and countersigned by the user of the respective vehicle.
- ii.** Income tax or any other applicable taxes shall be deducted at source at the time of payment to the contractor in accordance with the provisions of the relevant applicable acts.
- iii.** Submitted bills should be as per prevailing GST rates.
- iv.** JREDA shall be at liberty to keep back any of the payments in full or in part subject to recovery of penalties, if any, as applicable under terms & conditions of NIB.
- v.** Expenditure incurred on payment of Toll taxes, Octroi, parking charges and other statutory levies during the journey shall be reimbursed by JREDA on submission of its documentary evidence duly countersigned by the user of the respective vehicle.
- vi.** No request for making Advance Payment on any ground shall be entertained.

G. INSPECTION:

Vehicle in-charge can inspect the vehicle at any time. It will be a general inspection which includes general upkeep of the vehicle, neatness, cleanliness of the exteriors & interiors, documents etc. In case of deviations, instructions issued by designated authority shall be binding on the contractor. Contractor shall ensure that vehicles are supplied & operated in compliance to the terms & conditions of the contract.

H. ACCEPTANCE/REJECTION OF BID DOCUMENT:

H.1 JREDA reserves the right to issue/reject the tender document, extend the date of sale/ submission of tender, opening of tender, cancellation of tender and to distribute the work among more than one bidder without assigning any reasons thereto. JREDA may choose vehicles from any one or more than one category as per the requirement.

The bidder is expected to examine all the instructions, forms, terms & conditions, annexure and specifications mentioned in this Tender document, before submitting it. **Failure to sign and stamp on all pages** and furnish the information required as per tender document, the same may be treated as submission of bids not substantially responsive to the tender document in every respect.

H.2 “Techno-commercial Bid” should contain:

- (a) Demand Draft for the prescribed amount of tender cost.
- (b) Demand Draft for the prescribed amount of Earnest Money Deposit.
- (c) Authorization letter for signing the bid document in the form of Board Resolution/Power of Attorney duly attested by the Company Secretary. In case of Partnership/Proprietary Firm authorization letter should be signed by all partners/proprietor.
- (d) Documents as required in eligibility criteria clause no. (C).
- (e) Duly accepted and signed/stamped tender document (except Price Schedule) along with attached documents.

I.3 Tender received after due date and time, shall not be accepted under any circumstances.

I.4 Tender document must be submitted without any modification. No condition or deviation from the conditions of the tender will be accepted. All conditional bids are liable to be rejected.

I.5 Any bid, without EMD or without Tender Cost (in case the form is downloaded) , and in variance with the aforesaid instructions will be rejected summarily.

I.6 Techno commercial bid, price bid forms must be submitted in prescribed format along with the check list placed at **Section (3) & Section (4)**.

J. OPENING OF TENDER

J.1 The Tender (Part I) will be opened on fixed date & time as mentioned in Tender notice.

J.2 In case the date fixed for opening of the bids is declared as holiday by Govt. of Jharkhand/ Government of India, then bids will be opened on the next working day with time and venue remaining unchanged unless revised schedule is notified in this regard.

K. VALIDITY OF BIDS

Validity period of the bid shall be 180 days from the date of opening of the bid. The **prices quoted** in the bid **must remain valid for 180 days** from the **date of opening** of price part.

L. EARNEST MONEY DEPOSIT (EMD):

L.1 FURNISHING OF EMD

Earnest Money Deposit (**EMD**) for a sum of **Rs. 3,60,000/-** (In words: Three Lakh Sixty Thousand) only has to be submitted in the form of demand draft/Bank Guarantee(BG) from any Nationalized / Commercial bank, drawn in favour of **Director, JREDA**, payable at **Ranchi** along with the bid or it can be submitted in shape of Bank Guarantee of equivalent amount in the name of **“JHARKHAND RENEWABLE ENERGY DEVELOPMENT AGENCY”** valid up to **180 days** from date of opening of tender in prescribed format with the bid. A bid valid for a shorter period shall be rejected by the JREDA as non-responsive.

L.2. REFUND OF EMD to unsuccessful bidders:

The EMD shall be refunded to the unsuccessful bidder without interest. No interest shall be payable during the period of holding with JREDA till completion of the tender process.

L.3 FORFEITURE OF EMD

The EMD will be forfeited, if:

- a) The bidder withdraws or amends its bid or impairs or derogated from the bid in any respect within the period of validity i.e.180 days from date of opening of bid.
- b) The successful bidder, whose tender is accepted but fails or refuses to furnish the required performance security deposit amount at Five (5%) of contract /order value within a fortnight from the date of acceptance of his offer, or fails or refuses to execute the contract and the bidder will be debarred/ blacklisted from participation in future tenders JREDA.
- c) The Blood or near relatives of bidder found working in JUVNL and its subsidiary companies i.e. JBVNL, JUSNL, JUUNL.

M. PRICES

- a) Online price should be quoted in Indian rupees in the online price part Folder -II. Any other price/discount/levy indicated anywhere else shall not be considered.
- b) The quoted price should be firm, inclusive of all taxes, levies except GST.
- c) Inadvertent corrections/overwriting should be attested by the person signing the documents, failing which the tender will be rejected without any notice. The bids uploaded through online portal shall be treated as firm and final.

N. EVALUATION OF BIDS:

- a) The bids will be evaluated to determine whether they are complete, whether any computational errors have been made, whether documents have been properly submitted and whether bids are generally in order.
- b) A bid shall be considered substantially responsive if it conforms to all the terms and conditions of the tender document without any material deviation.
- c) To assist in the examination, evaluation, and comparison of bids, the ordering authority may, at its discretion, ask the bidder for clarification on the submitted bid. The request for clarification and the response shall be in writing. However, no post-bid clarification at the initiative of the bidder shall be entertained.
- d) JREDA shall shortlist only those bidders who are eligible & have submitted substantially techno-commercially responsive bid for opening of financial bid. The Financial Bids of techno-commercially unsuccessful bidders would not be opened.
- e) In case of discrepancies in the prices, following procedure shall be adopted:

1. If there is a discrepancy between words and figures in the amount of the NIB price, the amount in words shall prevail.
2. If the bidder does not accept the correction of the errors, its bid shall be rejected.

O. AWARD OF CONTRACT:

- a) A formal work order shall be issued to the successful bidder only after acceptance of LOI/LOA followed by execution of contract agreement and submission of PBG/DD within Seven (07) days of issue of LOI/LOA.
- b) Failure to furnish performance security within the stipulated time shall be deemed as non-acceptance and will lead to forfeiture of EMD.

P. Security Deposit & Signing of Contract:

- i. The successful bidder has to submit security deposit @10% of the contract value out of which 05% being the initials deposit in form of Demand Draft/ Pay order/Banker's cheque from any Nationalized / Commercial bank or in shape of Bank Guarantee in favour of JHARKHND RENEWABLE ENERGY DEVELOPMENT AGENCY payable at Ranchi of equivalent amount prior to issuance of formal work order.
- ii. For successful bidder, amount of EMD (2%) shall be adjusted towards initials deposit and the remaining amount (3%) has to be deposited by the bidder within a fortnight after issuance of work order and prior to signing an agreement.
- iii. Balance 5% amount shall be recovered from their Running Account Bills / Final Bill.

Security money so deducted shall be released after 60 (Sixty) days from successful completion of the contract period. However, JREDA will have all right to forfeit such performance security in case of deficiencies of services on the part of contractor.

Q. Exemption

Above mentioned certificate must accompany with documentary evidence for its validity on the date of submission of tender/ period of delivery failing which tenders will be rejected.

R. Import License

Import license cannot be arranged by the JREDA for such of these materials which are under banned category of import. When import is desired to be the bidders under their own quota license, the value of quote specifically available against the tender should be stated. In case of availability suitable indigenous make materials the same may be preferred.

S. Amendment of Bidding Documents

The Director, JREDA shall have the right to revise or amend the Bid documents prior to the due date of submission of the Bid by issuance of addenda/corrigenda. Any addendum / corrigendum thus issued shall be part of the tender document. The addendum/ corrigendum, if any, shall only be hosted in the e-tender portal as well as in the website of the JREDA. It is the responsibility of the Bidders to download such addenda / corrigenda hosted in the website and submit the same duly signed along with the Bid. In order to afford the Bidders reasonable time to take any addendum into account, or for any other reason, the JREDA may, at its discretion, extend the due date for submission of Bid and Bid Extension Notice shall be hosted in the web site.

T. Preparation of bids

All documents relating to the bid shall be in the English language.

U. Deviation from Specification

Deviation from specification of the tender, if any, should be specified in the offer.

V. Raw Materials

No raw materials will be arranged by the JREDA. Bidders will have to arrange their requirements of raw materials themselves.

The purchaser reserves the right to inspect the raw material procured by the supplier for the purpose of manufacture of materials to check the genuineness of the raw materials. The purchaser or his representative can demand the original invoices in respect of all the raw materials.

W. Specifications / Bill of Quantity:

- a. Hiring of e-Vehicle Five (05) Nos. including Chauffeur Services.
- b. Supply, Installation & Maintenance of EV Charging Stations

(A.C. supply= 02 Nos.)

- c. The services of the Electric Vehicles should be available for a minimum of 2,500 KM or 300 Hours per Month.

All above mentioned quantities are for a period of **Six (06) Years**.

Upon request of bidder, JREDA will provide dedicated location & space for setting up of EV Charging stations to bidder free of cost. The bidder should be responsible for all civil & electrical works related to installation of charging station including supply, laying & termination of cables & other accessories required for its commissioning. Also, the bidder shall be responsible for all the necessary approvals from JBVNL, if required for installation of those charging stations.

X. Jurisdiction of Court:

The civil court Ranchi shall alone have an exclusive jurisdiction to decide any difference/ dispute/ cases for and against JREDA/ Contractors/ Suppliers arising out of or in respect of the NIB, or contract agreement, or Purchase order.

Y. Conditions for Chauffeur (Drivers)

1. Drivers should have attained the age of 20 years or more and have relevant experience.
2. Driver must be able to read/write basic Hindi / English.
3. Driver should have valid Taxi Drivers License.

Z. Force Majeure:

Neither party shall be liable for any failure or delay in the performance of its obligations under this agreement to the extent such failure or delay or both is caused, directly or indirectly, without fault by such party, by any reason beyond its reasonable control, including but not limited to, by fire, flood, explosion, earthquake, elements of nature, drought or bad weather, lightning or acts of GOD, acts of state, strikes, acts of war (whether declared or not), hostilities, terrorism, riots, civil disorders, commotion, lockouts, industrial disputes, rebellions or revolutions, blockages, quarantines, embargoes and other similar governmental action (each a "force majeure event").

Any party so delayed in its performance will immediately notify the other by telephone or by the most timely means otherwise available (to be confirmed in writing within two business days of the inception of such delay) and describe in reasonable detail the circumstances causing such delay with relevant documentary supporting. However, the party claiming such event shall take all necessary steps to mitigate the delay so caused in spite of such force majeure event. If under this clause either party is excused performance of any obligations for a continuous period of thirty (30) days, then the other party may at any time hereinafter while such performance continues to be excused, terminate this agreement without liability by notice in writing to the other.

Director
JREDA, Ranchi

[Agreed and accepted the above Terms and
Condition. Authorized Signature & Seal of
the Firm/ Agency/ Supplier.]

SECTION-3
PROFILE OF THE BIDDER

(To be submitted on the letter head of the bidder)

1. Full Name of Bidder:
-
2. Registered Address:
3. Address of Office.....
4. Details of Contact/Authorized Person
Name & Designation:
- Address:
- Tel. No. (Landline): Mobile
- Email ID: FAX.....
5. Type of Firm: Registered supplier/ companies/ cooperative society/ agencies/
proprietorship firms/ Partnership /NGO/ PSU/ registered tour operator/ Private
Ltd./Public Ltd. etc.
.....
(Please mention and enclose relevant documents in justification)
6. Name(s) of Directors/ partners/ proprietor:
7. PAN/GIR No.:
8. GST Registration No.:
9. Experience Certificate(s)
(Please enclose copies of documentary evidence as mentioned in the eligibility
criteria)
10. Earnest money details: DD/Banker's cheque/Pay order No.
dated for drawn on
11. Maximum quantity of vehicle(s) offered to deploy in JREDA
12. Any other relevant information

(Signatures of authorized signatory)

Name:

Designation:

Seal:

SECTION-4
BID FORM

(To be submitted on the letter head of the bidder)

To,
The Director,
Jharkhand Renewable Energy Development Agency (JREDA)
3 rd Floor, SLDC Building, Kusai Colony, Doranda
Ranchi-834 002, Jharkhand

Dear Sir,

1. Having examined the terms & conditions of the tender including all the annexure, the receipt of which is hereby duly acknowledged, I/we undersigned, offer to provide vehicles on hiring basis at JREDA, RANCHI in conformity with the said terms & conditions of tender, for the sum or such other sums as may be ascertained in accordance with the schedule of prices attached and made part of this bid.
2. We undertake, if our bid is accepted, to commence services and to deliver vehicles as specified in the contract, as per the delivery schedule.
3. Online Bid submitted by us prepared so as to prevent any subsequent alteration and replacement. All the tender documents, duly signed, are enclosed.
4. We agree to abide by this bid till its validity period as specified the tender document. It shall remain binding upon us and may be accepted at any time on or before expiry of validity period.
5. Until a formal agreement or contract is prepared and executed, this bid together with your written acceptance thereof, in your notification of award, shall constitute a binding contract between us.
6. If our bid is accepted we shall furnish a bank guarantee of a nationalized bank or demand draft for a sum mentioned in the tender document for the due performance of the contract.
7. We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated this day of 2022.

Signature

In capacity of

Duly authorized to sign the bid for and on behalf
of

Witness

Signature

Address

Part-1 (Techno-commercial part)

(To be submitted on bidder's letter head)

Format in which the details has to be submitted

To be submitted online only

Tender Notice no:-

Due date of opening:-/2021-22

Name of work:- **Hiring of e-Vehicle** (e-Car, Sedan, Hatchback & Compact SUV type 5-Seater) **Qty=05 nos.** with Chauffeur services **along with** supply, installation & Maintenance of **e-Vehicle (EV) Charging stations** for A.C. supply (**Qty= 02 Nos.**) on monthly hire basis **for** a period of **Six (06) years** at JREDA office, Kusai, Doranda, Ranchi.

- 1) Name and full address for communication of the bidder:-.....
- 2) Permanent address:-.....
- 3) Numbers of vehicles and type of vehicle proposed for supply.....
- 4) Number of A.C. supply EV charging stations proposed for supply.....
- 5) Accepted all terms and conditions of the Tender:-(write Yes / No)
- 6) Experience certificate issued from (with numbers of vehicles and period thereof. Enclose performance certificate as stated in NIB).....
- 7) Particulars of Earnest money deposited(EMD).....
Bank Draft Number
Name of the Bank (Nationalized Bank).....
Date
Amount
Remarks if any.....

OR

- Bank guarantee Details:
- 8) Details of the enclosures as per check list
 - 9) Any other details, if any

Place :-

(Signature of the Bidder with Official Seal)

Date:-

Note:- Desired information without supporting evidence may lead to disqualification for considering opening of part Part-II

SECTION-5

Checklist for Submission of Bid

Sl. No.	List of Documents	Attached/Not Attached	Page No.	Remarks
1.	Name & address of registered supplier/ companies/ cooperative society/ agencies/ proprietorship firms/ Partnership / NGO/ PSU/ Registered tour operator/ Private Ltd./Public Ltd. etc.			
2.	Demand Draft for the prescribed amount as Tender cost , if downloaded is attached			
3.	Demand Draft/Pay Order for the prescribed amount as Earnest Money Deposit is attached.			
4.	Authorization letter for signing the bid Document as applicable			
5.	List of Partners/Directors along with copy of Partnership Deed / Memorandum of Association/ Articles of Association as applicable			
6.	List of vehicles along with photocopy of their RC/ fitness			
7.	An undertaking to the effect that the Agency will be able to supply commercial vehicles of model not older than One year from the date of NIB			
8.	Self-attested copy of income tax returns of Financial Years 2018-19, 2019-20 & 2020-21 under Income Tax Act as Proof of minimum turnover duly certified by C.A.			
9.	Experience of similar works			
10.	Self-attested copy of GST Registration Number			
11.	Self-attested copy of PAN No. card			
12.	Self-attested copy of Valid Registration No. of the Agency/Firm			
13.	No near relative Certificate/Declaration			
14.	An undertaking to the effect that the Agency has not been blacklisted by any of the departments/Organizations Of the Government of India and no criminal case is pending against the firm/agency			
15.	Duly accepted and signed tender document along with all sections, annexure (except Price schedule), and attached documents			
16.	Online price folder to be duly filled in duly provided excel sheet only.			
17.	An undertaking in letterhead of firm that hard copy submitted is same as uploaded documents in online tender			

(Signatures of authorized signatory)

Name :

Designation :

Seal:

ANNEXURE-A

AGREEMENT FORM

(On Non-Judicial stamp paper of Rs. 100/-)

AGREEMENT for providing vehicles on hired basis at JREDA, Ranchi signed on (date) between M/s....., hereinafter called the Contractor/Supplier. (which term shall, unless excluded by or repugnant to the subject or context, include its successors and permitted assigns) of the one part, and the....., hereinafter called the Ordering authority (which term shall unless excluded by or repugnant to the subject or context include its successes and assigns) of the other part.

WHEREAS

- A. The Ordering authority is desirous that the work of providing vehicles on hired basis at JREDA Ranchi, should be executed as mentioned, enumerated or referred to in the tender document No.....Dated including all its sections and annexure.
- B. The tender document No..... Dated....., including all its sections and annexure, form part of this contract though separately set out herein and are included in the expression contract wherever herein used.

AND WHEREAS

The Ordering authority has accepted the bid of the Contractor for the contracted work against NIB No..... conveyed vide Letter of Intent No..... dated..... at the rates stated in the schedule of prices upon the terms and conditions of the contract.

NOW THIS AGREEMENT WITNESSTH & IT IS HEREBY AGREED AND DECLARED AS FOLLOWS :

- 1. In consideration of the payment to be made to the Contractor for the work to be executed by him/her, the Contractor shall and will duly provide, execute, and complete the said work and shall do and perform all other acts and things in the contract mentioned or described or which are to be implied and there-from or may be reasonably necessary for the completion of the said works and at the said times and in the manner and subject to the terms and conditions of the contract.

2. In consideration of the due provisions, execution and completion of the said work, the Ordering authority does hereby agree to pay to Contractor the respective amounts for the work actually done by him and approved by the Ordering authority at the Schedule of Prices and such other sum payable to the Contractor under provision of the contract, such payment to be made at such time in such manner as prescribed for in the contract.

3. The firm has submitted Bank Guarantee No./ Demand draft No dated for Rs. valid upto.....towards performance guarantee issued by(Bank).

4. This contract is subject to jurisdiction of courts at RANCHI only. It is specially and distinctly understood and agreed between the Ordering authority and the Contractor that the Contractor shall have no right, title, or interest in the space made available by the Ordering authority for execution of the works or in the goods brought on the said space (unless the same specially belongs to the Contractor) and the Contractor shall not have or deemed to have any lien on whatsoever charge for unpaid bills and the Contractor will not be entitled to assume or retain possession or control of the space, and the Ordering authority shall have an absolute and unfettered right to take full possession of space and to remove the Contractor, their servants, agents and materials belonging to the Contractor and lying on the space.

In Witness whereof the parties hereto have here-into set their respective hands and seals in the day and the year written above.

Signed and delivered by

Signed and delivered by

.....

.....

(For and on behalf of Ordering authority) In presence of

(For and on behalf of the Contractor) In presence of

Witness:-

1.

1.

2.

2.

ANNEXURE-B

Bank Guarantee FORM

To,

The Director,
Jharkhand Renewable Energy Development Agency (JREDA)
3 rd Floor, SLDC Building, Kusai Colony, Doranda
Ranchi-834002, Jharkhand

Bank Guarantee No:	
Date of Issue:	
Amount of guarantee:	
Date of expiry:	
Claim expiry up to:	

Against contract vide advance acceptance of LOI No..... dated, Jharkhand Renewable Energy Development Agency (JREDA), 3rd Floor, SLDC Building, Kusai Colony, Doranda, Ranchi-834002 covering the “services for providing e-vehicle (Qty=05 nos.) including supply of chauffeur services and supply, installation & Maintenance of EV charging stations for A.C. supply (Qty=02 nos.) on hire basis to JREDA Hqrs, Kusai, Doranda, Ranchi” to be supported / implemented in Jharkhand hereinafter referred to as the “The Said contract” entered into between JREDA and.....(hereinafter called to as the “The Service Provider”) this is to certify that and M/s..... (hereinafter called to as the request of service provider we.....having its at the registered are holding in trust in favor of client the amount of Rs. only to indemnify and keep indemnified JREDA against any non compliance of terms & condition of work order or for any loss or damage that may be caused to or suffered by JREDA by reason of aid contract and / or in the performance there of. We agree that the decision of JREDA, whether any breach of any breach of any of the terms and conditions of the said contract and / or in performance thereof has been committed by the bidder shall be final and binding on us and the amount of the said loss (qualified or non-qualified) damage shall be paid by forthwith on demand and without demur to JREDA.

Bank Guarantee No:	
Date of Issue:	
Amount of guarantee:	
Date of expiry:	
Claim expiry up to:	

We having its registered office / Head office at further agree that the guarantee herein contained shall remain in full force and effect during the period that

could be taken for satisfactory performance and fulfillment in all respect of the said contract by the bidder i.e. (viz. upto 12 months after the date of closure of contract) hereinafter called the said date and that any claim accrues or arises against having its registered office / Head office at By virtue of its guarantee before the said date, the same shall be enforceable against us.

Bank notwithstanding the fact that the same is enforced within twelve months after the said date, provided that the notice of any such claim has been given to having its registered office / head office at by purchase before the said date. Payment under this letter of guarantee shall be made promptly upon our receipt of notice to that effect from JREDA.

It is fully understood that this guarantee is effect from the date of date contract and that we..... having its registered office / head office at undertake not to revoke this guarantee during its currency without in consent in writing of JREDA.

The payment so made by us under this bond shall be valid discharge or our liability for payment there under and the bidder shall have no claim against us for making such payment.

Bank Guarantee No:	
Date of Issue:	
Amount of guarantee:	
Date of expiry:	
Claim expiry up to:	

We (Bank Name..... having its registered office (s) / Head office at further agree that JREDA shall have the fullest liberty, without affecting in any manner our hereunder to

vary any of term and conditions of the said contract or to extend the time performance by the bidder from time or to postpone for any time or from time to time any of the powers excisable by the JREDA against the said bidder and to forebear of enforce any of the terms and condition relating to the said contract and

we having its registered office / Head office at shall not be released from our liability under these guarantee by the reason of any such variations or extension being granted to the said forbearance and / or omission on the part of JREDA or any other matter or thing whatsoever, which under law relating to sureties would but for this provisions have the effect of so releasing us from our liability under this guarantee. The guarantee is for an amount to Rs. only.

This guarantee shall not be discharged due to the change in the constitution of the bank or the bidder.

Notwithstanding anything contained herein above our liability under this guarantee is restricted to Rs. and this guarantee is valid up to and we shall be released and discharged from all liabilities hereunder unless a written claim for payment under this guarantee is lodged on us or before irrespective of whether or not the original guarantee is returned to us.

Dated:-

For

(Indicate to Name of the Bank and affixed seal)

Dated:-

ANNEXURE-C

**NO NEAR-RELATIVE SELF
DECLARATION/CERTIFICATE**

(To be submitted by either authorized signatory or proprietor, or each partner/director in case of partnership firms/companies)

I
son/daughter/wife Of Shri
Proprietor /Partner /Director /Authorized signatory/ Representative of M/s

.....
(Name and address of the bidder) is competent to sign this declaration and execute the tender document regarding “services for providing e-vehicle (Qty=05 nos.) including supply of chauffeur services and supply, installation & Maintenance of EV charging stations for A.C. supply (Qty=02 nos.) on hire basis to JREDA office, Kusai, Doranda, Ranchi”.

I resident of

Here by certify that none of relatives of mine/proprietor/partners/directors is/are employed in JREDA & its subsidiaries as defined in tender document. In case at any stage it is found that the information given by me is false/incorrect the ordering authority shall have the absolute right to take any action as deemed fit without any prior information to me.

I have carefully read and understood all the terms and conditions of the tender document and undertake to abide by the same; I also undertake that our firm shall observe all legal formalities and/or obligations under the contract well within time. In case of failure to observe any of the legal formalities and/or obligations, I shall be personally liable under the appropriate law.

The Information/documents furnished, along with the tender document are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information/fabricated documents would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

**(Signature of Proprietor/Partners
/Director/Authorized Signatory)**

Full Name:

Address:

Place: Seal:

ANNEXURE-D
Self Declaration regarding Eligibility

(Form-9)

I am the (Title)_____ and the duly authorized representative of _____ (Name of the bidder) and that I possess the legal authority to make this affidavit on behalf of myself and the business for which I am acting.

I solemnly declare and affirm that neither I, nor to the best of my knowledge, information and belief, the above business, or any of its officers, directors, partners, or any of its employees:

- a) Is not debarred from participation in any public procurement by any competent authority as per law during last seven years;
- b) Is not insolvent or is in receivership or is bankrupt or is in the process of being wound up, or have entered into an arrangement with creditors during last seven years;
- c) Have not been found guilty of professional misconduct by a recognized tribunal or professional body or any Government authority or judiciary during last seven years;
- d) Have fulfilled obligations with regard to the payments of taxes, or other payments due in accordance with the laws India during last seven years;
- e) Is not listed in RBI defaulter list during last seven years;
- f) Has not been blacklisted or banned or debarred by any State Government in India or Central Government or any undertaking thereof for submission of quotations during last seven years.

Further, I also declare that the affairs of the business are not being administered by a court, judicial officer or by an appointed liquidator, and the company has not suspended business or is in any analogous situation arising from similar procedures under the laws and regulations of India.

Self Certified on this _____ day of _____ of the year _____ that the particulars furnished above are true and correct to the best of my knowledge and belief and nothing in material have been concealed or misrepresented there from.

**(Signature of Proprietor/Partners
/Director/Authorized Signatory)**

Full Name:

Address:

Place: Seal:

Earnest Money Form

Bank Guarantee

(To be executed on non-judicial stamp paper of appropriate value applicable to the place of execution as per Stamp Act)

Bank Guarantee No.
Date.....

Dear Sirs,

In accordance with Tender Notice No., M/s having its Registered/Head Office at (here-in-after called the 'Bidder') wish to participate in the said bid for [Name of Contract].....As an irrevocable bank guarantee against Bid Security for an amount of(*).....(words and figures) valid for.....days from(**)..... required to be submitted by the Bidder as a condition precedent for participation in the said bid which amount is liable to be forfeited on the happening of any contingencies mentioned in the bidding documents.

We, the[Name & address of the Bank] having our Head Office at (#) guarantee and undertake to pay immediately on demand by Jharkhand Renewable Energy Development Agency (here-in-after called the 'Purchaser/JREDA'), an autonomous body under the Societies Registration Act 21, 1860 having its Registered Office at Kusai colony, Doranda, Ranchi – 834004 the amount of(*)..... without any reservation, protest, demand and recourse. Any such demand made by the JREDA shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid up to(@)..... If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s..... [Bidder's Name]..... on whose behalf this guarantee is issued.

All rights of JREDA under this Guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless a demand or claim is lodged by JREDA under this Guarantee against the Bank within thirty (30) days from the above mentioned expiry date of validity or, from that of the extended date.

In witness where of the Bank, through its authorised officer, has set its hand and stamp on this.....day of.....20.....at.....

WITNESS

.....
(Signature) (Signature)

.....
(Name) (Name)

.....
(Official Address) (Official Address)

Price Bid
NIB No. – 24/JREDA/EV/22-23

SI. No.	Vechile	Category	Monthly Lease Rent including all expenses and Taxes but excluding GST
1	TATA Nexon EV XZ Plus	Compact SUV	
2	TATA Tigor EV XZ Plus	Sedan	
3	MG ZS EV Excite or Equivalent	Compact-SUV	

(Signatures of authorized signatory)

Full Name:

Address:

Place: Seal: