



HMT LIMITED,
Auxiliary Business Division,
Pinjore - 134 101, Dist. Panchkula (Haryana)

Ref No. : HMT/ABDP/NIT/SANITATION-2/2023-24/01 DATED 12.04.2023

NOTICE INVITING TENDER

FOR

PROVIDING SERVICES OF TRACTOR-TROLLY WITH DRIVER

FOR SANITATION WORK

IN HMT COMPLEX AT PINJORE, Distt. PANCHKULA

LAST DATE FOR SUBMISSION OF TENDER: 02.05.2023 @ 12:00 HRS



HMT LIMITED

AUXILIARY BUSINESS DIVISION
(A Central Govt. Public Sector Undertaking)
PINJORE – 134 101, PANCHKULA (Haryana)

Ref. No. : HMT/ABDP/NIT/SANITATION-2/2023-24/01

Date: 12.04.2023

NOTICE INVITING TENDER

Sub: Tender for providing services of Tractor-Trolley with Driver for sanitation work in HMT Township at Pinjore, Distt. Panchkula for the period of one year

HMT Limited, Auxiliary Business Division (ABD) Invites Sealed Tenders from reliable local contractors for providing services of Tractor-Trolley with Driver required for lifting of garbage from HMT Township at Pinjore, Distt. Panchkula.

Interested Parties are requested to obtain a copy of the NIT document from Estate Office, HMT Ltd., or can be downloaded the same from www.hmtindia.com; <https://eprocure.gov.in/epublish>.

The Parties are requested to read the NIT document carefully and conform to all instructions therein, before submitting the duly filled-in tender document to HMT LTD. Incomplete/inaccurate documents which do not conform to the NIT requirement or where the questionnaire has not been properly filled in, shall not be accepted. The tender must be submitted in the following manner:

Technical bid and Price bid shall be submitted in separate covers; both placed in common single sealed cover along with any covering letter, Demand Drafts for EMD and Tender Document Fee (or Reference number/Transaction Reference number in case of bank transfers), in favour of HMT Limited duly super scribed with Tender Title as "Technical Bid for providing Tractor-Trolley with Driver" and " Price Bid for Providing Tractor-trolley with Driver". Both the covers to be super scribed with the following:

Tender Title:	Providing services Tractor-Trolley with Driver.
NIT Reference No. and Date:	HMT/ABDP/NIT/SANITATION-2/2023-24/01 Dt 12.04.2023
Time & Date of Tender Opening:	02.05.2023 at 14:00 Hrs
Address of the Tenderer:	

The covers shall be properly sealed along all joints. Tenders received in envelopes which are not sealed properly or only stapled, incomplete and conditional offers, offers submitted through Fax, Email & Social media, offers received after due date, will not be accepted.



Note: 1. **Earnest money** Rs 5,000/-(five thousand only) will be accepted by DD drawn in favour of HMT Limited, with Technical bid only. Payment can also be transferred to the bank thru NEFT (Details of bank account are given in section-1 of the NIT.

However the amount transferred / DD of EMD amount in original Deposited by unsuccessful Tenderers shall be returned after finalization of the contract.

2. If any of the tenders back out after opening of bids, the EMD deposited by such Party/ies will stand automatically forfeited.
4. Tractor must have valid registration number, insurance etc for execution the tendered work.
5. Driver must have valid Driving License for driving Tractor.

Tender forms are available in HMT Auxiliary Business Division, Pinjore on all working days up to xx.04.2023 between 9 AM to 3 PM at the cost of Rs.590/-(Rupees five hundred ninety only) per form to be deposited in cash or through demand draft in favour of M/s HMT Limited. In case tender form is downloaded from our company website www.hmtindia.com/tenders or <https://eprocure.gov.in>. Tender cost has to be deposited in addition to the Earnest money as indicated above along with Technical bid. The successful tenderer has to deposit an additional sum of Rs.25,000/- (Rupees twenty five thousand only) as security deposit with HMT Limited and the earnest money deposited by the tenderer shall become the part of such security deposit amounting to total of Rs.30,00,000/- (Rupees Thirty Thousand only).The security deposit will not carry any interest and shall be refunded only after successful completion of the contract. Successful tenderer requires signing an agreement with HMT Limited, Auxiliary Business Division, Pinjore on Non Judicial stamp paper worth as applicable.

Tender shall be dropped in Tender Box, placed at Reception area of ABD Office, Old Spare Part Building, HMT Ltd, Pinjore. Tender may also be submitted through Speed Post/Registered Post or delivered by hand, so as to reach the below address well before the stipulated time and date, for the purpose of consideration.

Deputy Engineer (C & E)
HMT Limited,
Auxiliary Business Division,
Pinjore, Distt. Panchkula-134101 (Haryana).

The queries if any can be sent through email to: estate.pnj@hmtlimited.com or can be contacted at 01733-298049 / 8686674464.



Technical Bid shall be opened on the stipulated date and time. HMT Ltd. ABD reserves the right to accept or reject any of the offers or all without assigning any reason whatsoever and the same shall not be subject to review by any court(s).

Technical Bids will be opened on the scheduled date and time in the presence of the Tenderers or their authorized representatives. The Price bids of only Technically Qualified Tenderers will be opened. The date of opening of Price Bids shall be intimated to the Technically Qualified Tenderers separately.

Yours faithfully
for HMT LIMITED-ABD,

Deputy Engineer (C & E)

Enclosures;

Section 1: Tender details and schedule.

Section 2: Scope of service /work

Section 3: Performa for Technical Bid

Section 4: Performa for Commercial Bid

Section 5: general terms & Conditions

SECTION 1 - TENDER DETAILS AND SCHEDULE

Sr. No.	Description	Detailed Information
1	Name of Work	Tender for providing services of Tractor-Trolley with Driver for sanitation work in HMT Township at Pinjore, Distt. Panchkula for the period of one year
2	NIT Reference Number and date	HMT/ABDP/NIT/SANITATION-2/2023-24/01 dt 12.04.2023
3	Websites from where tender document can be downloaded	www.hmtindia.com/tenders; https://eprocure.gov.in/epublish
4	Last date and time for tender submission	02.05.2023 up to 12:00 Hrs
6	Place for tender submission (To be dropped in the assigned Tender Box)	Reception area of ABD Office, Old Spare Part Building, HMT Ltd, Pinjore
7	Place of tender opening	ABD Office, HMT Limited, Pinjore, Distt. Panchkula
8	Date and time for opening of Technical Bid	02.05.2023 at 14:00 Hrs
9	Date and time for opening of Price bid	Shall be communicated separately to the technically qualified Tenderers
10	Contact particulars for communication/ seeking any clarifications	Deputy Engineer (C&E), Estate Department, HMT Limited, Auxiliary Business Division, Pinjore, Distt. Panchkula, Phone No 01733-264049 Email ID: estate.pnj@hmtlimited.com
11	Tender Document Cost (Non-Refundable)	Rs. 590/- (Rupees Five Hundred Ninety only)
12	EMD	Rs. 5,000/- (Rupees Five Thousand only)
13	Bank details of HMT Limited, Pinjore	Current A/c No.: 2939002100000736, IFSC Code: PUNB0293900, Bank: PNB, Branch: HMT Complex, Pinjore
14	Validity of Tender	Bid Proposal must remain valid for 120 days from the bid opening date.


Note: The DD for EMD / Tender Document Fee or Photocopy of proof of payment containing Reference number/Transaction Reference number in the case of online payment should be enclosed along with Covering letter and placed in the common cover or with Tech. Bid. Offers received without proof of payment towards EMD & Tender document cost shall be rejected.

SECTION 2 : SCOPE OF SERVICE /WORK

1. **Tractor Trolley:-** For day to day transportation of garbage in Township, contractor has to provide a Tractor and Trolley in good working condition with valid registration and insurance along with trained Tractor Driver having valid driving license. Service of Tractor-Trolley along with driver is required eight hrs daily on all working days. Any repair / maintenance and providing diesel or any other consumable etc required for tractor-Trolley and salary of the driver shall be fully responsibility of the contractor.
2. **Duty of driver:-** Duty of driver is defined as “Driver cum supervisor” and shall be responsible for all sanitation /cleaning of the Township. Company will provide sufficient contractual sanitation staff for performing the sanitation work. Driver will report to Estate Department.
3. **Transportation of refuse:-** The garbage/ rubbish etc. desisted earth shall be collected from the township and shall be disposed off by a Tractor Trolley to the dumping place earmarked by the Estate Department on daily basis. The contractor/bidder shall ensure that the entire dustbins are cleared daily

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SECTION 3 : PERFORMA FOR TECHNICAL BID

	PERFORMA FOR TECHNICAL BIDS	HMT/ABDP/NIT/SANITATION-2/2023-24/01 Dated 12.05.2023
Subject:- Tender for providing services of Tractor-Trolley with Driver for sanitation work in HMT Township at Pinjore, Distt. Panchkula for the period of one year		
Details of Contractor	Name	
	Address	
	Contact No	
Details of Tractor	Make	
	Model Year	
	Registration valid up to	
	Passing up to	
	Insurance valid up to	
PAN NO. Please attach the copy of PAN Card		
GST Please attach copy of Registration certificate		
EMD	Amount (Rs)	
	DD /Transaction details	
Tender Cost	Amount (Rs)	
	DD / Transaction Details/cash	
<p>This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.</p>		
Dated:-	Authorized signatory with stamp	

SECTION 4: PERFORMA FOR COMMERCIAL BID

	<p align="center">PERFORMA FOR COMMERCIAL BIDS</p>	<p>HMT/ABDP/NIT/SANITATION-2/2023-24/01 Dated 12.04.2023</p>
<p>Subject:- Tender for providing services of Tractor-Trolley with Driver for sanitation work in HMT Township at Pinjore, Distt. Panchkula for the period of one year</p>		
<p>Contractor Details</p>	<p>Name</p>	
	<p>Address</p>	
	<p>Contact No</p>	
<p>Lump sum rate for providing services of Tractor-Trolley with Driver and diesel etc per month: For break-up of the quoted rates, please provide separate calculation sheet.</p>	<p>Lump sun Rate per month = Rs: -----</p>	
	<p>GST = Rs -----</p>	
	<p>Total amount per month = Rs -----</p>	
	<p>Total amount in figure = Rupees----- -----</p>	
<p>I/We declare that the details given above are true and correct.</p>		
<p>Dated:-</p>	<p align="right">Signature of the contractor with stamp</p>	

SECTION 5: GENERAL TERMS AND CONDITIONS

1. **Agreement:-** Party shall execute an agreement on non-judicial stamp paper worth Rs 100/- with HMT Ltd, Pinjore. Cost of the legal expenses shall be borne by the contractor.
2. **Security Deposit:-** The successful tenderer has to deposit an additional sum of Rs.25,000/- (Rupees twenty five thousand only) as security deposit with HMT Limited and the earnest money deposited by the tenderer shall become the part of such security deposit amounting to total of Rs.30,00,000/- (Rupees Thirty Thousand only). The security deposit will not carry any interest and shall be refunded only after successful completion of the contract.
3. In case the party fails to provide the services of Tractor any of the working day, a penalty shall be imposed on the contractor which shall be double to be calculated on pro data basis. We reserve the right to make alternate arrangements at the party's risk and cost. All such additional expenditure incurred in this account will be recovered from party.
4. The contract is valid initially for the period of one year and may be extended further as per requirements/ Co's policy, if performance is found satisfactory. However contract can be terminated at anytime by any of the parties by giving three months notice. In case the contractor fails to do so, the security deposited by the contractor with the company shall be forfeited.
5. In case the contractor suspends the work assigned to him without notice, his contract shall stand cancelled from the date he leaves the work and the outgoing contractor shall be liable to pay the extra cost, the company may have to incur due to the higher rates demanded by the new contractor and forfeiture of Security deposit.
6. Contractor will submit the bill in duplicate after compliance of GST if applicable to the Estate Department on monthly basis.
7. All payment will be released subject to the statutory deductions such as TDS as applicable.
8. In case of any mishap/accident, the contractor shall be fully responsible for all the consequent liabilities.
9. Any repair / maintenance and providing diesel or any other consumable etc required for tractor-Trolley and salary of the driver shall be fully responsibility of the contractor.
10. **ARBITRATION:** Any dispute arising out of this Contract shall be subject to the decision of the Arbitrator, who shall be appointed by the Chief of Unit (HMT LTD) the decision of the said Arbitrator shall be final and binding on both the parties.
11. **JURISDICTION:** Without prejudice to clause no. 10, any dispute arising out of this contract shall be subject to the exclusive jurisdiction of Civil Court, Panchkula.

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