



NOTICE INVITING BID FOR HIRING OF VEHICLES

AT

INDIAN STRATEGIC PETROLEUM RESERVES LIMITED

(A Wholly owned subsidiary of OIDB)

Strategic Crude Oil Storage Facilities

Visakhapatnam

(TENDER NO.ISPRL/VSP/HIRING VEHICLES/T6/16 dated 22.11.2016)

PROVIDING SERVICES OF (HIRING) VEHICLES

INSTRUCTIONS TO TENDERER

1. This tender is for supplying (Hiring) of Vehicles for Strategic Crude Oil Storage Cavern Facility located at Lova Gardens, Behind HSL fabrication Yard, Gandhi gram Post, Visakhapatnam- 530005.
2. Tenders in sealed cover super scribing “Tender for supplying (Hiring) of Vehicles ” to be submitted to
Chief Manager
Indian Strategic Petroleum Reserves Ltd (ISPRL)
Behind HSL Fabrication Yard, Lova Garden,
Gandhi gram post ,
Visakhapatnam – 530005, On or before **1300 Hrs. on 14th November, 2016.**
3. The Tenderer should quote in figures as well as in words the rate, and amount tendered by them.
4. The amount for each item should be worked out and the requisite totals given.
5. The acceptance of a tender will rest with Indian Strategic Petroleum Reserves Ltd which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all of the tenders received without any assignment of reason.
6. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. The tenderers are not allowed to alter or change either the specifications or unit of schedule at the time of quoting. Incomplete tenders, conditional tenders etc., will be rejected.
7. Indian Strategic Petroleum Reserves Ltd reserves the right to accept the tender in full or in part and Tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in part and Tenderer shall be bound to perform the same at the rate quoted.
8. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the Tenderers who resort to canvassing will be liable to rejection.



9. All rates shall be quoted on the proper form of the tender alone.
10. On acceptance of the tender, the name of the accredited representative (s) of the Contractor, authorized in writing, who would be responsible for taking instructions from Chief Manager Indian Strategic Petroleum Reserves Ltd shall be communicated.
11. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words 'Rs.' should be written before the figure of rupees and words 'P' after the decimal figures. e.g. Rs.2.15 p. and in case of words, the word 'Rupees' should precede and the word 'Paise' should be written at the end, unless the rate is in whole rupees and followed by the words 'only', it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
12. Sales Tax or any other tax on material or on finished works like work's contract tax. Turn-over Tax, etc., in respect of this contract shall be payable by the Contractor and the company will not entertain any claim whatsoever in this respect. All statutory taxes/levies as per prevailing government regulations will be deducted at source from the bill viz., Income Tax, Sales tax on works contract etc.
13. The tender submitted by Tenderer shall remain valid for a period of 90 days from the date of opening of tenders.
14. All signature in tender document shall be dated as well as all pages of all sections of the tender document shall be initialed at the lower portion and signed and stamped wherever required by the Tenderer before submission of the tender.
15. The entire set of tender paper issued to the Tenderer should be submitted fully priced and also signed on the last page together with initials on every page. Initial/signature will indicate the acceptance of the tender papers by the Tenderer.
16. No modifications, writings or corrections can be made in the tender papers by the Tenderer, but may at his option offer his comments or modifications in a separate sheet of paper attached to the original tender papers.
17. The Tenderer shall study the "Special Conditions" of Contract which are in addition to the foregoing General Conditions from the employers and these conditions along with Tender specifications, BOQ etc., shall form part of the Tender Document. As such the Tenderers are advised to study the same carefully before quoting.