PSPCL Punjab State Power Corporation Limited

Office of Addl. SE,DS Division, Gurdaspur
Ph. 9646113028, Email : xen-ds-gurdaspur@pspcl.in

Notice Inviting Tender

Sealed Tenders are invited from eligible contractors on behalf of PSPCL for outsourcing of the following works:-

Tender Enquiry No.	Description of Work	Earnest Money	Cost of Tender Specification (Non Refundable
02/2026-27 Addl. SE DS Division Gurdaspur / Dated 10-11-2026	Hiring of One No. Vehicle (Mahindra Genius/Bolero/Tata-207/408 or equivalent in price vehicle for one year for the office of SDO S/D Suburban Gurdaspur under division Gurdaspur (Punjab). (Vehicle not more than 5 years old.) The contractor will quote the rates as per Performa Annexure-B	11280/-	Rs. 1180/- (1000+GST @18% =1180/-)

1) Start Date with Time for getting Tender Documents from Office DS Division, PSPCL, Gurdaspur : 10-11-2026 9-00 AM
2) Last date and time for receipt of Tender Documents : 02 -12-2026 11.00 AM
3) Date & time for opening of Tender : 02-12-2026 at 3.00 noon

Note: The tenders shall be opened on next working day if the scheduled date of opening of tender happens to be a holiday.

1. Detailed information regarding tenders can be taken from PSPCL Division Gurdaspur
2. Incase Tender process is not completed due to any reason corrigendum will be published in newspapers. Details regarding corrigendum may be seen on PSPCL official Website: www.pspcl.in
3. The Annual estimated cost (5.64 Lacs) has been calculated taking into cosnsideration maximum monthly fixed charges of Rs. 42000/- (for 2000kms), Rs.10/per Km diesel, (for Additional 500kms/month),estimated diesel price variation charges and taxes.

- **Terms & conditions for hiring of the above said vehicle will be as per Annexure-A**
- **The bidder has to quote the rates on the enclosed performa as per Annexure-B.**

Additional Superintendent Engineer
DS Division PSPCL Gurdaspur

Annexure - A

Terms & Conditions for Hiring of Vehicle

A) General Conditions for Tender/Outsourced Vehicles :-

1) The Contractor is required to deposit an Earnest Money Deposit (EMD) Rs. 11280/- (Rupees Eleven Thousand Two hundred and Eighty only) in shape of demand draft in favour of PSPCL, Gurdaspur along with his/her/their quotation. The quotations without EMD will not be accepted. The EMD to non successful bidders will be released within one month from the date of award of contract to successful bidder.
2) The EMD/Security submitted is liable to be forfeited on revocation/withdrawal of offer or change in the same without consent of PSPCL or non-completion of work.
3) At the time of hiring, the vehicle should not be more than 5 years old.
4) In case of withdrawal of vehicle from service of PSPCL, contractor shall have to inform to PSPCL 30 day's in advance otherwise 30 day's payment shall be deducted from their bill as penalty.
5) The bidder has to quote the rates on the enclosed Performa as per **Annexure-B**.
6) In case any holiday declared by Govt./other natural hazards on the day of opening of the tender, the same will be opened on the next working day.
7) The envelope (s) should be supper scribed with the name of firm & detail of tender and due date of opening of tender.
8) The undersigned reserves the right to reject any or all the tenders so received without assigning any reason.
9) Tender received telegraphically/fax/conditional shall not be accepted. Also tender without earnest money shall not be accepted.
10) All other terms and conditions of PSPCL transport policy issued vide memo no. 3304/4203/GB/V-612 dated 31.01.2023 and its amendment issued vide memo no. 9904/10504/GB/V-612 dated 17.03.2023 & issued vide memo no. 23851/950/GB/V-612 dated 11.07.2023 & issued vide memo no. 37718/818/GB/V-612 dated 31.10.2023 & issued vide memo no. 3776/3876/GB/V-612 dated 19.03.2024 & all amendments not mentioned & issued from time to time (if any) shall remain applicable. The salient features of this policy are as mentioned below under part B.

B) Terms and Conditions for Outsourced Vehicle/Service Provider :

1) The work order for the outsourced vehicles, for the vehicles not more than **5 years old**, shall be initially for period of one year and the same shall be extendable on **year to year basis** for a further period of **three years** subject to the performance of the vehicle/Service provider subject to condition that the vehicle can continue in the department upto the **7 years of its life**.Hence the maximum period for which a vehicle can be hired is 4 years.After a period of 4 years,a new tender needs to be floated.

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2)Only commercial vehicle with yellow number plate, entry in Registration Certificate will be hired. No Corporate (PSPCL) employee of his family member/relative can participate in the tendering process. In case of any violation, the contract shall be cancelled and such employee shall be liable for disciplinary action. If the contractor does not supply yellow number plate vehicle then his security will be forfeited and he will be black listed.

3)The vehicle will be stationed at Gurdaspur (Punjab) and will be used for local/outdoor journey/travel usually in the state of Punjab and UT of Chandigarh in very special case vehicle will travel in the State of Himachal Pradesh, J&K, Rajasthan and Haryana.

4)The vehicle shall be insured comprehensively, including insurance for driver and passengers, during the period of engagement with PSPCL. Insurance premium shall be paid by the service provider. In case of any eventually, lodging insurance claims with the insurance company shall be the responsibility of the service provider.

5)Road Tax for the vehicle shall be paid regularly and kept updated by the service provider.

6)Service provider shall have valid pollution certificate for vehicles nad the same should be available with the driver to be produced on demand.

7)The service provider shall obtain the passing/fitness certificate and update Registration of vehicle from the concerned authority at his own cost.

8)Expenses towards fuel, Mobil Oil, Service charges and other repairs and maintenance of vehicles shall be borne by the service provider and the vehicles shall be always kept in good condition. In case of breakdown of vehicle, alternate vehicle shall be made promptly available by the service provider.

9)Cost of vehicle's registration, insurance, service/repair, and road tax, salary/emoluments/allowances of the driver or any other charges will be borne by the service provider. Only fixed amount and variable charges for extra running kilo meters, if any, shall be paid by PSPCL.

10)Any halt charges, penalty including challan, damages, court case, police case etc. shall be the sole responsibility of the service provider and PSPCL shall not be party in such cases.

11)Vehicles shall possess valid permit. No liability for the inter-state permit charges would be borne by PSPCL.

12)Toll Tax/Parking charges etc. wherever paid, shall be reimbursed as per actual subject to the production of its receipts.

13)Total liability including third party, if any, in case of accident of the vehicle due to any kind of act of omission shall be of the service provider. PSPCL, directly or indirectly, shall not be responsible.

14)The service provider shall provide a reliable spare tyre, tools, spares and consumables, with every vehicle, in order to attend minor repairs while travelling.

15)Service provider shall also ensure that the drivers possess valid Driver's license. Validity of Driver's license and fitness of driver shall be ensured from time to time.

16)The driver shall be punctual and polite and shall not be under the influence of any intoxicating drink or drug. The service provider shall be responsible for the conduct of the driver. In case of any complaint regarding the conduct of the driver, he shall be replaced immediately.

17)In case any driver proceeds on leave or is not available on medical grounds or any other ground, alternate replacement shall be the responsibility of the service provider.

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18) Maximum up to 4 days off in a month shall be allowed including for service and upkeep at the vehicle without any deduction of payment, provided the vehicle has been regularity in use prior to the service. This would be permitted on prior intimation to the concerned Office/Officer, Service shall be planned on Saturday/Sunday or public holidays in case of non availability of vehicle due to breakdown/servicing on any working day, alternate vehicle shall be provided.
19) In case of non deputing of vehicle on receipt of requisition from the requisitioning officer or delay in sending the vehicle, a penalty of Rs. 1000/- (Rupees One Thousand only) per default shall be livable.
20) Service provider shall ensure mobile facility to the driver at its own cost.
21) Log book should be maintained by the service provider.
22) All the entries of each journey like Date, Place ('from' as well as 'to'), time of travel, departure and arrival, initial/final kilometers readings along with KMs run, purpose (along with additional details required in case of transportation of store material), Signatures of official/officer performing journey (along with his designation) etc. should invariably be made in the vehicle's log book.
23) The payment to the service provider shall generally be made within 30 days after the submission of bill by the service provider.
24) Payment shall be made by cheque on monthly basis on the basis of Log Book, duly certified by the concerned Officer. No advance payment on any account shall be made.
25) **Variation of 05 paise for cars and 08 paise for other vehicles for every Rs. 1/- variation in diesel cost, taking the base rate of diesel Rs 90.25/- shall be applicable on actual kilometers run, effective from the 1st day of the subsequent month.**
26) GST shall be payable by the service provider and the service receiver as per the instructions issued by the central Govt. from time to time.
27) In case services of service provider are not satisfactory an any account, the contract can be terminated by giving 15 day's notice.
28) If at any time any question, dispute or difference, what so-ever, shall arise between the vendor and PSPCL, upon or in relation to, or in connection with the order/contract, he may go for arbitration as per Arbitration clause contained in Works Regulation 1997 of PSPCL, as amended from time to time.
29) In case of lockdown or any other such type of situation, the rate of extra Kilometers will be charged (recovered) for less kilometers run from monthly Minimum Kilometers.
30) Outstation Night halting charges from 10:00 PM to 06:00 AM shall be Rs. 300/-.
31) In the future if the Indian Govt. imposes ban on Diesel vehicles, in such situation, if the contractor provides the equivalent petrol vehicles at the same diesel rate and the same Terms & Conditions as mentioned in this tender/PSPCL transportation policy, then it shall be acceptable.
32) The seats shall be well cushioned and should have fine, neat and clean seat covers and vehicles shall also have rubber floor mats.
33) The contractor shall be liable to keep the vehicle in good condition at all times during the contract period.
34) The kilometers run from the point of departure of vehicle for maintanence/repair, the times it run and rejoin the duties shall not be considerable for billing.

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35) The vehicle shall be parked at suitable place provided by the PSPCL in case the contractor/driver parks the vehicle at any other suitable place of their choice, then the mileage from that place to the place of duty will not be paid to the contractor.

36) Income Tax at source will be deducted as per prevailing rates from each running monthly bill as per Income Tax Rules/Act as applicable from time to time.

37) The security deposit equal to 5% of the monthly running bill will be deducted from the monthly bills (excluding fuel charges) which will be refunded after closure/faithful execution of contract agreement and the amount deposited by the contractor as EMD shall be converted into security deposit which shall be released after the faithful execution of the contract period. Non compliance of agreement shall invite forfeiture of EMD/Security amount of the contractor/service provider. No interest will be paid on this amount or security deposit.

38) The kilometer run for the journeys which are not verified/signed by the concerned officer, shall not be payable.

i. The payment will be approved and verified by O/o Adll.SE/Op., PSPCL,Division Gurdaspur.

ii. The payment shall be issued by O/o Adll.SE/Op., PSPCL, Gurdaspur.

39) **GOODS AND SERVICE TAX :**

PSPCL is registered centrally in the State under GSTIN 03AAFCP5120Q1ZC.

i. GST, as applicable, will be paid as per prevailing provisions of GST Act & Laws against submission of documentary proof at rate (s) prevailing during the contracted delivery period on the basis of actual. The following certificates shall have to be furnished along with invoice-cum-gate pass duly signed by the authorized agent/signatory. The first invoice should accompany the specimen signatures of the authorized signatory duly attested by the owner of the vehicle/proprietor of the firm with a copy of orders regarding his appointment as authorized signatory.

ii. Certified that the transaction on which the GST is claimed has been/shall be included in the return submitted/to be submitted to the GST Authorities and the amount claimed from the Punjab State Power Corporation Ltd. has been/shall be paid to the GST Authorities.

iii. Certified that the goods on which GST has been charged have not been exempted under GST Act or rule made there under and that the GST charged on these goods is not more than what is payable under the provisions of relevant act.

iv. Certified that we shall indemnify the Punjab State Power Corporation Ltd. in case, it is found, at a later stage that wrong or incorrect payment had been received on account of GST, the same will be refunded.

v. Certified that we are registered dealer under the GST Act and our Registration No. is .....

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SCHEDULE OF RATES (ANNEXURE-B)

Tender enquiry No.03/Addl.SE/DS/Gurdaspur/2026-27 Dated10-11-2026

Sr.No.	Type of Vehicle	Date of purchase of Vehicle	Cost of the Vehicle including taxes and acessories	Monthly Fixed Charges up to first 2000 Kms per month	Per KM Charges beyond first 500 KMs per month

Signature of bidder

Name _____

Full

Address_____

Contact

No._____

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PSPCL Punjab State Power Corporation Limited

(OFFICE OF ADDITIONALSUPERTENDING ENGINEER/DS DIVISION, Gurdaspur
Mobile No 9646113028, Email:xen-ds-pspcl@pspcl.in

Tender Enquiry No. 03 /2026-27 dated 10/11/2026

Additional Superintendent Engineer/Operation PSPCL Division Gurdaspur for inviting open tender for hiring of 1 No. outsource vehicle which

"for hiring (Mahindra Genius/Bolero/Tata-207/408) or equivalent in price vehicle for operation Sub Division Suburban Gurdaspur (SINGLE DOOR/DOUBLE DOOR). Vehicle model shall not be more than 5 years old,not (earlier than 2021). Tenders shall be received on 02-12-2026 upto at 11-00am and Tenders will be opened on 02-12-2026 at 3-00 pm. For Amended **detailed NIT & tender specification please refer to https://www.pspcl.in**

Note:- Corrigendum and addendum, if any will be published online at https://www.pspcl.in"

Additional Superintendent Engineer
DS Division PSPCL Gurdaspur
CONTACT NO. 96461-13028

Tender Enquiry No. 03/2026-27 dated 10/11/2026

ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀ/ਸੰਚਾਂ, ਪੀ.ਐੱਸ.ਪੀ.ਸੀ.ਐਲ. ਮੰਡਲ, ਗੁਰਦਾਸਪੁਰ **ਵੱਲੋਂ** 1 ਨੰਬਰ ਆਉਟਸੋਰਸ **ਵਾਹਨ** ਲਈ ਖੁੱਲ੍ਹਾ ਟੈਂਡਰ ਮੰਗਣ ਸੰਬੰਧੀ ਜਾਰੀ ਹੇਠ ਅਨੁਸਾਰ ਹੈ:

"ਓਪ ਮੰਡਲ ਅਫਸਰ ਸਬ ਡਿਵਿਜ਼ਨ ਸਬਅਰਬਨ , ਗੁਰਦਾਸਪੁਰ ਲਈ ਵਾਹਨ ਦੀ ਭਰਤੀ (ਮਹਿੰਦਰਾ ਜੀਨਿਅਸ/ਬੋਲੇਰੋ/ਟਾਟਾ-207/408) ਜਾਂ ਕੀਮਤ ਵਿੱਚ ਸਮਾਨ ਕਿਸੇ ਹੋਰ ਵਾਹਨ ਲਈ (ਸਿੰਗਲ ਡੋਰ/ਡਬਲ ਡੋਰ) ਵਾਹਨ ਦਾ ਮਾਡਲ 5 ਸਾਲ ਤੋਂ ਵੱਧ ਪੁਰਾਣਾ ਨਾ ਹੋਵੇ, ਅਰਥਾਤ 2021 ਤੋਂ ਪਹਿਲਾਂ ਦਾ ਨਾ ਹੋਵੇ।ਟੈਂਡਰ 02-12-2026 ਨੂੰ ਸਵੇਰੇ 11:00 ਵਜੇ ਤੱਕ ਪ੍ਰਾਪਤ ਕੀਤੇ ਜਾਣਗੇ ਅਤੇ ਟੈਂਡਰ 02-12-2026 ਨੂੰ ਦੁਪਹਿਰ 3:00 ਵਜੇ ਖੋਲੇ ਜਾਣਗੇ।

ਵਿਸਤਾਰ ਪੂਰਵਕ ਸੋਧ ਕੀਤੀ NIT ਅਤੇ ਟੈਂਡਰ ਦੀਆਂ ਸ਼ਰਤਾਂ ਲਈ ਕਿਰਪਾ ਕਰਕੇ https://www.pspcl.in 'ਤੇ ਵੇਖੋ।"ਨੋਟ: ਜੇਕਰ ਕੋਈ ਸੋਧ ਪੱਤਰ ਜਾਂ ਐਡੈਂਡਮ ਜਾਰੀ ਕੀਤਾ ਗਿਆ, ਤਾਂ ਉਹ ਆਨਲਾਈਨ **https://www.pspcl.in** 'ਤੇ ਪ੍ਰਕਾਸ਼ਿਤ ਕੀਤਾ ਜਾਵੇਗਾ।"

ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ/ਸੰਚਾਲਣ,
ਮੰਡਲ ਪੀਐਸਪੀਸੀਐਲ ਗੁਰਦਾਸਪੁਰ
ਮੋਬਾਇਲ ਨੰਬਰ. 96461-13028