



**CORPORATION OF CHENNAI**

**MECHANICAL ENGINEERING DEPARTMENT**

**CONTRACT FOR**

**PREVENTIVE MAINTENANCE AND RUNNING REPAIR OF TAURAS,  
TIPPER & OTHER VEHICLES ATTACHED TO ZONE IX**

**Last date for sale of Tender : 29.09.10 up to 3.00 pm**

**Last date for submission of Tender : On or before 3.00 pm on  
01.10.10**

**Notice, Letter of Tender, Schedule and Term & Conditions of Tender**

**Superintending Engineer. (Mech.)**

**Commissioner**

**(Corporation of Chennai)**

**Rate: Rs. 6,000/- + Taxes**

## **MANDATORY CONDITIONS**

The tender will be rejected if

- a) Tenders are received with insufficient amount of Tender deposit.
- b) Tenderer does not fill in and sign the Tender Form, Specification of works and as well as rates.
- c) Tenderer does not submit the Tender in sealed envelope.
- d) Tenderer does not submit the Tender Form duly signed and stamped.
- e) Tenderers Submits the tender without stating the rates in words and / or in figures and / or both.
- f) Tenderers Submits the tender without relevant document evidence proving their eligibility
- g) Each Tenderer is allowed to participate only in two Zone PMRR tender.

**CORPORATION OF CHENNAI**  
**MECHANICAL ENGINEERING DEPARTMENT**  
**TENDER FOR PREVENTIVE MAINTENANCE AND RUNNING REPAIR OF**  
**TAURAS, TIPPER & OTHER VEHICLES ATTACHED TO ZONE IX**

1. The tenderer must sign with date and should submit the tender form completely in original along with EMD at 1% of the total contract value by bank Demand Draft in favour of the Commissioner, Corporation of Chennai from anyone of the Nationalised schedule banks in a sealed cover superscribed as “**Tender for Preventive Maintenance and Running Repairs of Taurus, Tipper & other vehicles attached to ZONE IX**” and deliver the same at the office of the Superintending Engineer (Mechanical), M.E.Department, Ripon Buildings, Corporation of Chennai on **01.10.10** at 3.00 p.m. on the said date. All the tenders will be received and will be opened by the Superintending Engineer (Mechanical), M.E.Department, in the presence of the tenderers as may attend.
2. The tenderers are requested to sign the letter of Tender, Schedule and Terms & Conditions of Tender failing, which the offer will not be considered.
3. The lowest offerer may be declared to be the successful tenderer provided that it shall be in the decision of the Commissioner and he reserves the right to decline or accept the lowest tender when the quoted amount offered appears, so clearly inadequate as to make it advisable to do so.
4. The commissioner reserves to himself the right to reject any of the tenders or to accept any tender without assigning any reason for doing so.
5. The minimum period required for intimation of acceptance or non-acceptance of the tender is 3 months from the date of opening the tenders.
6. No tender will on any account be received after the time fixed for the opening of tenders.
7. The tender deposit /EMD of the unsuccessful tenders will be returned to them as soon as possible on submitting a bill in the prescribed form available at the office of M.E. Department, Ripon Buildings, Chennai 600 003.
8. If the tenderer shall neglect or refuse to comply with the above conditions or any of them, his or her earnest money deposit shall be forfeited to the Corporation and shall not be returnable to him or her, Tenderer.

**Signature of Tenderer**

9. Rate should be quoted both in words and figures. If there is any difference between the rates in words and that in figures, lower of the two will be treated as the correct one.
10. Tenders received with insufficient amount of Tender deposit/ EMD will be rejected.

**ELIGIBILITY**

11. Vehicle manufacturer (or) their authorised service dealer (or) MVMD approved workshop with experience in having maintained vehicles in any Govt or Quasi government establishment.

**SUPERINTENDING ENGINEER (MECH.)**

**Signature of Tenderer**



**SCHEDULE**

<b>WORK DESCRIPTION.</b>	<b>RATE QUOTED PER DAY PER VEHICLE Rs.</b>
<b>Preventive Maintenance and Running Repairs work for the following vehicles attached to ZONE IX Lorry Station</b>  <b><u>Complement:</u></b> <b>TAURUS – 05, HMV – 07, LMV – 05</b>	
<b>Taurus Per Vehicle Per Day</b>	
<b>HMV/LMV Per vehicle Per day</b>	

**I/we undertake and agree to abide by this tender conditions & terms of contract.**

**Note:**

1. Since the Taurus Multi axle Lorries are equipped with 1) B.S III engines, 2) ECU, 3) Rear body closing mechanism **separate rates shall be quoted in this schedule.**
2. The rate quoted should be inclusive of all taxes and no extra cost should be charged on any account.
3. The tenderer should quote the rates both in words and in figures. In case of any Discrepancy, the lower of the two alone will be taken into consideration and it will be binding on the Contractors.
4. The other Terms & Conditions are mentioned in the Tender form.
5. Any mandatory taxes, levies etc. shall be deducted at the time of payment.
6. IT shall be deducted at source.

**Address with Seal:**

**Signature of Tenderer.**

### **GENERAL TERMS & CONDITIONS.**

- 1) Tenderer or his / her authorised representative should be physically present at the time of opening of tender and if for any reason they want to withdraw from the tender they may do so on written request, before opening of the tender.
- 2) The successful tenderer hereafter-called contractor should pay 2% Security deposit of total sanctioned value and execute an agreement for the due and faithful performance of the contract as required under MCMC act.
- 3) The period of contract will be one year from the date of order.
- 4) The contractor may submit the bills every month to the M.E.Department for claiming payment duly certified as per formats issued by department.

### **TERMS AND CONDITIONS.**

- 5) The contractors should deploy sufficient mechanics at Zonal lorry station ZONE IX or wherever the vehicles are normally parked.
- 6) The contractor should take up all the preventive maintenance and running repairs (including Water wash and Lubrication).
- 7) The water washing and lubrication to be carried out once in every 15 days for each vehicle and to be duly signed by the concerned AE/JE of operation depot., failing which will attract penalty.
- 8) Sufficient mechanics to be posted for attending preventive maintenance, running repair work and breakdown repairs should be carried out daily with necessary breaks in between and satisfying the necessary Labour Act. Break down reports should be attended in all three shifts on all days including Holidays.
- 9) The tyre puncture patches, welding works including supply of Electrodes and Gas welding and small repairs such as Battery Terminal soldering, cable soldering, radiator cleaning, soldering and leak arresting, repairs in electrical system including minor repairs of Self Motors and Alternator Assemblies shall be attended by the contractor. Procurement of items such as M-Seal, Metal paste should be done by the contractor.
- 10) All necessary special tools / fixtures including lap top for diagnosis for trouble shooting should be arranged by contractor.
- 11) Minor tinkering, welding, painting work should be attended everyday, failing which penalty clause will apply.

**Signature of the Tenderer**

- 12) Welding / repair work on roll - top mechanism should be attended on the same day, failing which penalty clause will apply.
- 13) Complete wheel overhauling work to be carried out whenever necessary (schedule will be given by operating depot AE/JE)
- 14) The Corporation of Chennai will provide Car Washer Unit, Welding Unit, and Battery Charger Unit at respective locations. The necessary Tools, Test Lamps, Jacks should be brought by the contractor. Wherever such provision is not available the contractor shall arrange for the same.
- 15) The contractor should not engage persons below 18 years of age and above 50 years and they should be covered with necessary insurance as required by the Labour Act and necessary Identity Cards with photographs should be issued to the staff.
- 16) The contractor should ensure 100% march-out of vehicles daily in the morning 7.30 A.M and as per the direction given by the A.E./J.E Operating depot concerned. The march out certificate of vehicles should be obtained from A.E./J.E Operating depot of concern Zone and certificate for carrying out the water service and lubrication works of vehicles should be obtained from A..E. / J.E. of Operation Depot of concern Zones, for every month for claiming the payment. In the event of more vehicles being marched out over and above the complement, payment shall be made on getting certificate from the AE/JE of operation depot and AEE of NCD/SCD
- 17) Complete discipline should be maintained like refraining from alcohol consumption while on duty.
- 18) In the event of any accidents involved by the vehicle while in operation, if it is proved beyond doubt that the mishap is due to negligence (or) lapse in maintenance by private mechanics, then the contractor is fully liable for all damages to the vehicles/ men and other third party damages.
- 19) In the emergencies and contingencies, wherever the need arises, extra manpower should be substituted to ensure normal 100% march out without extra cost. The complement details of vehicles are given below:

**Complement**

Taurus	-	05
HMV	-	07
LMV	-	05

- 20) **Payment Condition:** The contractor should ensure 100% march out in the morning before 7.30 A.M. The payment will be made for the actual march out of vehicles as per the march out certificate issued by the concerned officials.

**Signature of the Tenderer**



- 21) The department is not responsible for any untoward incident or accident to the private mechanics and the contractor shall take all safety measures while attending work. In case of any accident caused to any person including the contractors and Corporation workmen or Public or damage to any property/equipments in the course of the execution of the contract, the contractor will be solely held responsible for payment of compensation, Medical aid etc.
- 22) Corporation of Chennai is in no way responsible for any consequential damage to either man or machinery while execution of works.
- 23) **Indemnity Bond:** Shall be executed by the successful tenderer indemnifying the Corporation of Chennai from any claim which may arise due to any accident to the workmen engaged for the work.
- 24) **Contractors Failure:** If the contractor fails to fulfil the terms and conditions of the contract or unable to continue the work the Corporation of Chennai has got the right to engage other agency for the work and the resultant excess expenditure if any incurred by the Corporation of Chennai will be recovered from the contractor either from his security Deposit or from the outstanding bills. The contract is liable to be terminated if the tenderer withdraws or does not take up the works within a week after executing the agreement. In either case, the earnest money deposit will be forfeited.
- 25) During morning marchout If the contractor is not replying or responding to the call from the Operation Depot A.E./J.E. , regarding the shortage of manpower severe action will be taken against the contractor and the matter will be reported to MVMO Department.
- 26) Since the conservancy / debris / other operations are being carried out round the clock by the Chennai Corporation, repairing of the vehicles are to be considered very seriously. The PMRR work satisfaction certificate must be obtained in the register by the contractor, from the operation depot A.E./ J.E. **day to day** without fail.
- 27) The contractor should post Welder, Electrician , Tyre man, Site Engineer Motor Mechanics ,Cleaners and breakdown mechanics in PM and Night shift , and if necessary , additional mechanics are to be immediately posted whenever the requisition made by the operation depot AE/JEs.
- 28) In case of non deployment of full strength of manpower continuously for the 15 days , the tender will be cancelled and subsequently the workshop will be recommended for blacklisting, and they will be debarred from participating in any Corporation work. Absence of Welder / Electrician / Tyre man / Breakdown Mechanics will attract penalty
- 29) Air Compressor unit assembly, welding machine, Battery charger, Vulcanizing machine, water service unit are to be maintained in the allotted lorry stations; If any repairs, arise in the above unit assembly, the contractor must do the repair work at their own cost.
- 30) In places where the above critical unit assembly are not in working condition, it is their responsibility of the contractor to carryout necessary repair for the equipment to make them operational and to continue to maintain. Where the above mentioned equipments are not available or under repair, the contractor shall make necessary arrangements for carrying out

the repair works at their own workshop premises. Especially, the contractor must make necessary arrangements, getting all the vehicles water washed / lubricated , at their own workshop premises.

31) During morning marchout, Electrician, Welder, Tyreman & Mechanic must be compulsorily be present in each of the depots, where the vehicles are being marched out. Any breakdown occurring within one hour of marchout shall be attended by these staff , failing which ,will attract penalty .

32) All the vehicles should be marched out before 7.30 am failing which , will attract penalty

33) **Penalty Clause:**

**A) The following penalty will be imposed in the event of NON MARCH OUT OF VEHICLE**

- |  |   |                               |
|--|---|-------------------------------|
| a) For every vehicle for Taurus                                | - | Rs.700/- per day.             |
| b) Tipper & other vehicle                                      | - | twice the rate of final order |
| c) Failure of water washing & Lubrication for every 15 days    | - | Rs.300/-per vehicle           |
| d) If any authority certifies to the poor condition of vehicle | - | Rs 500/- per vehicle.         |
| d) As per Clause 11  | - | Rs.200/- per vehicle          |
| e) As per Clause 12  | - | Rs. 300/- per vehicle         |
| f) As per Clause 28  | - | Rs.400/- per shift per day    |
| g) As per Clause 31  | - | Rs.300/- per person           |
| h) As per Clause 32  | - | Rs.100/- per vehicle          |

34) After receiving the work order, Mechanics should be posted immediately. If not posted the full strength of the Mechanics within 10 days, the tender will immediately be cancelled.

**Signature of the Tenderer**