



BSES RAJDHANI POWER LTD (BRPL)

Notice Inviting Tender

for

**“RATE ESTABLISHMENT FOR HIRING OF ELECTRIC VEHICLES - GPS
ENABLED”**

ENQ No.: BR/ENQ/25-26/FK/CR/SL/2916

Dated: 06.10.2025

Due Date for Submission of Tender: 14.10.2025 at 15:00 hrs

Date and Time of opening: 14.10.2025 at 15:30 hrs

BSES RAJDHANI POWER LIMITED,

BSES Bhawan, Nehru Place, New Delhi – 110019.

Corporate Identification Number: U74899DL2001PLC111527

Website : www.bsesdelhi.com

S/NO	ITEM DESCRIPTION	AS PER BRPL	CONFIRMATION OF BIDDER
1	Technical QR	Bidder must have minimum three years experience with knowledge and experience rendering commercially registered passenger vehicle for Rental services to the organization of large government/ corporate establishment /reputed organization. Experience Certificate shall be submitted in this regard	
2		Bidder should have minimum 05 nos and more of LMV registered vehicles in their firm/proprietorship/company's name. A self-undertaking along with a photocopy of the registration certificate of vehicles shall be submitted in this regards	
3		Bidder should have an office in Delhi NCR or shall open an office in Delhi NCR within 15 days from the date of LOI/Award of contract. Bidder to submit undertaking/details of such office on their letterhead. The Head/ In-charge of this office should be competent enough to take all decisions related to this contract.	
4	Commercial QR	Bidder should have cumulative turnover of Rs 1 Crores over in the last three Financial years, i.e (2022-23, 23-24, 24-25).Balance sheet copy for year FY 2022-23 & 2023-24 and FY 2024-25 should be submitted for the justify the turnover. Bidder to provide UDIN based CA certificate / balance sheet as proof of the same.	
5		Bidder should have valid Registration No. of GSTIN. Bidder should have valid PAN Number. PI submit the copy of GSTN and PAN no also.	
6	Scope of work	The "Scope of work" shall be on the basis of Bidder's responsibility, completely covering the obligations, responsibility and supplies provided in this Bid enquiry whether implicit or explicit as per Annexure-1 attached Quantity variation and additional requirement if any shall be communicated to successful bidder during project execution.	
7	Validity of prices	60 days from the date of submission	
8	Price basis	The decided rates shall be firm for the period of 05 years and nothing shall be paid extra on the derived rates.	
9	Payment terms	Payments shall be made after submission of all documents releated to Hiring of EV Vehicles with certification of Head-Admin or his nominated representative along with copy of work order. Payment shall be within 30 days from receipt of invoice support by clerification of engineer in charge.	
10	Contract Period	Prices shall be valid for 05 years.The Contract shall initially be placed for a period of one year and shall be renewed next year based on performance of the vendor as reviewed by the officer-in-charge of the project from BRPL.The decision of officer-in-charge/competent authority in this regard shall be final and binding on the vendor.	
11	Reverse Auction	Reverse Auction (RA) will be carried out on line item value.	
12	TERMINATION BY EMPLOYER FOR CONVENIENCE	The Company shall, in addition to any other right enabling it to terminate the Contract, have the right to terminate the Contract at any time without assigning any reason, by giving a written notice of minimum 30 days to the Contractor. The Contract shall stand terminated on the date as per the notice but such termination shall be without prejudice to the rights of the Parties accrued on and before the date of termination.	



ANNEXURE C

ENQUIRY NO & DATE : BR/ENQ/25-26/FK/CR/SL/2916 DT: 06-10-2025

DUE DATE OF TENDER : 14.10.2025

RATE ESTABLISHMENT FOR HIRING OF ELECTRIC VEHICLES - GPS ENABLED

NO DEVIATION SHEET

SL NO	SL NO OF TECHNICAL SPECIFICATION	DEVIATIONS,IF ANY

SIGNATURE & SEAL OF BIDDER

NAME OF BIDDER

ENQUIRY NO & DATE : BR/ENQ/25-26/FK/CR/SL/2916 DT: 06-10-2025

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Scope of work

The contractor shall be responsible for providing of EV-Vehicles in BRPL on hiring basis, ensuring consumer satisfaction. He shall be responsible to ensure operational parameters of the area are on improving trend compared to previous year.

It is the duty of the bidder to ensure the feasibility of compliance including the availability of EV-vehicles before participation of the said tender. It is reiterated that the vendor who will provide the vehicle to BRPL shall solely be responsible to ensure that the vehicles to be deployed are in compliance of all applicable provisions of law of Govt. of Delhi and also maintain the same during the entire contract tenure

Following broad activities are covered under the Scope of contractor

1.1 Vehicles will run on Electric, it must have approved (from competent government authorities) & related paper needs to be Submitted to the Officer-in-charge in advance.)

1.2. The vehicles deployed shall be in good working condition as per requirement of BRPL. If Found not in line with BRPL requirement, then shall attract a penalty of Rs. 2000/- per vehicle Per day. Seats shall be well cushioned and covered with a seat cloth/cover. The vehicle Shall be cleaned on daily basis. In case vehicle is found to be not in good condition, the Agency shall replace the same with another one with 24 hours of receiving the instruction From officer-in-charge (Head-Admin). A Penalty of Rs. 2000/- per vehicle per day for not Providing vehicle in good working condition shall be applicable. All vehicles must have good Condition in interiors and exteriors.

1.3. Drivers shall be well behaved & must have mobile phone and proper recharge of connection with Bluetooth device.

1.4. Vehicle will be duly registered, having comprehensive insurance, having pollution norms (if any). Certificate manned by the drivers having proper Commercial driving licenses, valid badge and other statutory requirements to drive a commercially registered vehicle. Copies of same shall need to be submitted to officer in-charge (Admin) from time to time or as & when Asked. All the original vehicle related documents produced by driver as and when asked by BRPL.

1.5. Agency will provide list of telephone nos. of its managers and office nos, which are available for 24 hrs and agency to ensure that all managers pick the phone of admin in charge / officers.

1.6. Vehicles must be fitted with Fire Extinguishers & First-aid box. Any violation in this regard shall attract penalty of Rs 2000/-per month.

1.7. Toll tax expenses / Parking wherever applicable shall be paid extra at actual duly supported by individual original bills/receipts.

1.8. A car diary/ log book shall be maintained for every vehicle separately in the prescribed format by BRPL. Daily running of vehicle should be entered in this diary on the daily basis. The total kilometers run by the car will be calculated from this car diary/ log book. The entries should be correct and vehicle driver will ensure that each entry should be signed by the user and should write in his own handwriting i.e., kilometer reading at the point of reporting per kilometer reading at the point of drop the usage of vehicle for particular month for his location. Overwriting is not permitted. In case of genuine changes, must need to write in separate line & signed by user. It needs to submit on monthly basis as on statutory norms and as per motor vehicle act. This is just a certification and is mandatory to submit on monthly basis.

1.9. Vendor needs to obtain Identity card for their staff for entering into any of BRPL premises. This needs to verify from our security department. Vendor must ensure that these ID cards must be available to driver before deployment of any driver/ supervisor at any office of BRPL.

1.10. In case of accidents, BRPL has no responsibility whatsoever towards Police/ RTA authorities, law Courts, Injured parties, Damages to vehicles or property etc. All these shall be entirely contractor's sole responsibility. The contractor/ agency will obtain comprehensive insurance policy for all the personnel deployed to cover any injury or death to any staff or other person, In or around the work premises without extra cost to BRPL. BRPL will not pay and/or reimburse anything on this account over and above the considerations.

1.11. Drivers shall be provided with individual ID card issued by contractor/ agency. Any type of misbehavior with BRPL officers/ staff by your driver shall be taken very seriously and BRPL reserve right to stop all payments till necessary/ appropriate action is taken against concerned driver to the satisfaction of BRPL.

1.12. Kilometers shall be calculated with reference to point-to-point basis for monthly rental basis. No extra Km shall be allowed from garage to & from.

1.13 Subletting of vehicles in any other form is not allowed at all.

1.17 Agency shall provide one driver per vehicle as per the requirement of BRPL. The driver so provided shall have adequate experience of years of driving such vehicle. The agency shall also submit a copy of valid license of the Drivers deployed with BRPL to the Officer-In-Charge before deployment.

1.18 BSES Rajdhani Power Ltd. shall inform Agency at least one day in the advance in writing of any change in the time schedule or in the route.

1.19 There will be no relationship of employer - employee between BSES Rajdhani Power Ltd. and the Drivers of the vehicle in the term of any applicable labor laws or any

other legislation. All statutory payments to be made to the Drivers of the vehicle under any statutory regulation shall be responsibility of Agency.

1.20 Agency shall ensure that no driver consumes alcohol and /or alcoholic substances while on duty and if found guilty that driver shall be immediately removed from duty. A penalty of Rs. 5,000/- per incident shall be applicable for such violation..

1.21 To satisfy the above statutory obligations, Agency shall submit all necessary records between 20th & 30th for the previous month to BSES Rajdhani Power Ltd. for inspection and without any liability on the part of BSES Rajdhani Power Ltd.

1.22 Agency shall ensure that their drivers shall drive the vehicles carefully. The cost of repairing due to accident occurred due to fault of driver and which cannot be claimed there insurance shall be recovered from Agency.

1.23 Vehicles must be fitted with GPS (only from Mapmy India application). Any violation in this regard or change in vehicle during the contract tenure shall attract penalty of Rs 1,000/-per day per vehicle.

A. All drivers to have ID card and valid license.

B. Duty hours to be strictly enforced.

C. All changes of driver with the approval of user dept i.e Admin Dept.

D. D. All vehicle drivers must wear proper uniform and shoes. Violation in this regard shall attract penalty of Rs 1000/-.

E. In case of accident of the vehicle, degree of negligence/ responsibility on the part of driver will be ascertained by the Admin dept and penalty will be imposed on the Agency to the extent of repair cost of the vehicle and for non-maintenance i.e. Cleanliness (cloth, bucket and 250 gm detergent cake will be provided by BRPL), Engine oil & Brake oil check, Battery water check etc Rs 500 penalty will be imposed on the Agency on every occasion.

1.24 Penalties:

- On absent, double the daily charges based on clear remark in Logbook or summary sheet.

- Contractor will ensure that no wrong entry of mileage in log book is done, in case of malpractice in recording of extra mileage over the actual use in noticed by BRPL, penalty of 3 times of extra mileage will be levied or contract shall be ceased immediately without assigning anything in writing.

- The above mentioned discrepancies, should not repeated more than two times per vehicles in a months. In case of more than two times an additional penalty of Rs.5,000/- shall be deducted from monthly billing.

- In case any vehicle don't comply with above conditions at any time must be replaced with in 24 of reporting by the officer-in-charge. If the vehicle is not replaced with in 24 hrs, One day payment shall be deducted from the bill, as penalty.

1.25 Agency shall take necessary comprehensive insurance policy including 3rd party Liabilities to cover any accident, damage, theft or loss of life and property including Permanent or temporary disability of any vehicle and shall keep it valid during the validity period of this agreement. The certified copy of these insurance notes would be handed over to BRPL before commencement of contract.

1.26 If the vehicle is absent then the deduction will be made accordingly on prorata basis.

1.27. Agency providing access rights of GPRS Module through “Map My India” platform to office –In charge /Head admin of BRPL.

Requirement additional/extra vehicle on Sundays:

Vehicle can be called on Sundays for their respective services. For availing such services on Saturdays/Sundays the concerned Department will inform about the same to HOD-Admin or his nominated officer for their respective services. In turn, the HOD-Admin or his nominated officer will inform to Agency in writing for the requisite supply of additional/extra vehicle on Sundays. The monthly bill should accompanied with the written communication from the HOD-Admin.

PRICE BID FORMAT

ENQUIRY NO & DATE: BR/ENQ/25-26/FK/CR/SL/2916 DT: 06-10-2025

DUE DATE OF TENDER: 14-10-2025

PRICE BID FOR RATE ESTABLISHMENT FOR HIRING OF ELECTRIC VEHICLES - GPS ENABLED (Map my India)								
SI No	Description of Hiring of Electric Vehicle	Registration Type- Commercial/Private	Fixed Monthly Hiring Charges with Driver - 12 Hrs/ 26 days/ 2000KM			Fixed Monthly Hiring Charges with Driver - 24 Hrs/ 26 days/ 2000KM		
			Rate w/o GST	GST %	Total Rate with GST	Rate w/o GST	GST %	Total with GST
1	Tata Tiago EV XTLR							
3	Tata Tigor EV							
2	Tata Nexon EV							
8	MG - Windsor- EV							
6	TATA ACE - EV- Cargo							
7	Hyundai Creta EV							
4	Tata Curvv EV							
5	Tata Punch EV							
6	TATA xpress-T-EV							
NOTE:								
1	Fixed monthly hiring charges of EV- vehicle with driver includes all charges like lub, comprehensive insurance, maintenance, running expenses, GPA Insurance Policy ,GPS charge, third party liability, road challan, contingency, accidents, legal expenses, admin charges, service margin etc. Except the Charging cost							
2	Bidders must fill each and every column of above format., failing which the bids are liable for rejection.							
3	Price quoted above shall remain firm for entire duration of the contract (including extension period, if any) and not subject to any variation.							
4	The bids will be evaluated commercially based on the total all-inclusive price quoted for 5 years period.							
5	RA is mandatory. The bids will be evaluated commercially based on the total all inclusive price. RA methodology will be informed separately to all the qualified bidders.							



ACCEPTANCE FORM FOR PARTICIPATION IN REVERSE AUCTION EVENT

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(To be signed and stamped by the bidder prior to participation in the auction event)

In a bid to make our entire procurement process more fair and transparent, BRPL intends to use the reverse auctions through SAP-SRM tool as an integral part of the entire tendering process. All the bidders who are found as techno commercial qualified based on the tender requirements shall be eligible to participate in the reverse auction event.

The following terms and conditions are deemed as accepted by the bidder on participation in the bid event:

1. BRPL shall provide the user id and password to the authorized representative of the bidder. (Authorization letter in lieu of the same be submitted along with the signed and stamped acceptance form)
2. BRPL will make every effort to make the bid process transparent. However, the award decision by BRPL would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of BRPL, bid process, bid technology, bid documentation and bid details.
4. The bidder is advised to understand the auto bid process to safeguard themselves against any possibility of non-participation in the auction event.
5. In case of bidding through internet medium, bidders are further advised to ensure availability of the entire infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, internet response issues, software or hardware hangs, power failure or any other reason shall not be the responsibility of BRPL.
6. In case of intranet medium, BRPL shall provide the infrastructure to bidders, further, BRPL has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case of an auction event is restarted, the best bid as already available in the system shall become the start price for the new auction.
7. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be outrightly rejected by BRPL.
8. The bidder shall be prepared with competitive price quotes on the day of the bidding event.



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9. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at BRPL site.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder. No further communication will be there.
11. No requests for time extension of the auction event shall be considered by BRPL.
12. The original price bids of the bidders shall be reduced on pro-data basis against each line item based on the final all inclusive prices offered during conclusion of the auction event for arriving at contract amount.

It is certified that the information furnished above is correct. We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same. The signatory to this bid is authorized to sign such bids on behalf of the organization.

Name of Bidders

Contact No

Email ID

Seal and Signature



ANNEXURE C

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SIGNATURE & SEAL OF BIDDER

NAME OF BIDDER