

**Pepsu Road Transport Corporation, Patiala**

Head Office, Nabha Road, Patiala.

Phone No. 0175-2311715, 2311716 &amp; 2311717

Fax No. 0175- 2311710

**TENDER FORM**

TENDER FORM NO. \_\_\_\_\_ DATED \_\_\_\_\_

ISSUED VIDE RECEIPT NO. \_\_\_\_\_ DATED \_\_\_\_\_

ISSUED TO. \_\_\_\_\_

DATE AND TIME OF SUBMISSION OF TENDER **20.02.2018 at 1.00 P.M.**DATE AND TIME OF OPENING OF TENDER **20.02.2018 at 3.00 P.M.****TENDER FOR SUPPLY OF LUBRICANTS (OILS & GREASES) TO**

PEPSU ROAD TRANSPORT CORPORATION DURING THE PERIOD

**1.04.2018 to 31.3.2019** APPROXIMATE QUANTITY -50 KL**STANDARD TERMS AND GENERAL CONDITIONS****1 SUBMISSION OF TENDER DOCUMENTS**

- a) Tender must be enclosed in a properly sealed envelope addressed to the office of the Managing Director, Pepsu Road Transport Corporation, Head Office Nabha Road Patiala, by designation and not by name. The Tender must be super-scribed "**TENDER FOR THE SUPPLY OF LUBRICANTS**". The tender must reach the office of the Managing Director, on or before 1.00 PM on the date mentioned in the Tender
- b) All the columns of the Tender form shall be duly, properly and exhaustively filled-in. The rates and units shall not be over-written.

- c) The over-writings/cuttings/corrections if any in the Tender form must be signed by the Tenderer.
  - d) The rates must be mentioned on FOR basis for the Supply of Lubricants at PRTC depots i.e. Patiala, Sangrur, Kapurthala, Bathinda, Barnala, Budhlada, Ludhiana, Faridkot and Chandigarh.
  - e) The rates offered should include Excise Duty and other Govt. Levies if any. The VAT and Local Taxes if any be mentioned separately.
  - f) An Earnest Money of Rs.50,000/- in the shape of Demand Draft in favour of Managing Director, PRTC Patiala be attached with Financial Bid.
  - g) The conditional tenders will not be entertained.
  - h) The Tender is invited under two cover system i.e. Pre-qualification (Technical) and Commercial offer separately.
1. **Submission of Pre-qualification Offer (Technical Bid)**
- This envelope will be Super Scribed "**TECHNICAL BID FOR SUPPLY OF LUBRICANTS** " and will contain the following:
- a) Latest approval letters issued by M/s Ashok Leyland, M/s TATA Motors Ltd. and M/s VE Commercial Vehicles (Eicher Buses) for each product mentioned in the Tender.
  - b) Technical specifications of each product mentioned in the Tender form against which Financial offers are being given.
- 2 **Earnest Money Deposit(EMD):-** EMD in a separate envelop marked "**EMD Deposit for Lubricant Tender**" should be submitted alongwith the technical bid.

### **Submission of Commercial Offer**

This envelope will be Super Scribed "**FINANCIAL BID FOR SUPPLY OF LUBRICANTS**" and will contain the following:

- 1) The price details as specified in the **Annexure –B** should be filled and the same should be sent in separate envelope Super Scribed "**FINANCIAL BID FOR SUPPLY OF LUBRICANTS**".

The Tender inviting authority reserves the rights to extend the last date of receipt of the Tender with due notice in the Newspaper and to all the Tenderers to whom the tender documents is sold.

- 2) **OPENING OF TENDERS:**

The Tenders will be opened on the due date and time at the address mentioned above,

- a) The Tenderers or their representatives should be present on the date, time and place of opening of the Tender when the rates, terms and conditions offered by the Tenderers will be read out in their presence.
- b) The Commercial Bids of the Tenderers, who fulfill the Pre-qualification criteria, will only be considered for evaluation.
- c) In case tender opening day is a holiday, then tenders will be opened on the next working day.

- 3) **PRICES:**

- a) The VAT is applicable in full. No C/D/declaration form will be issued towards concessional Tax.
- b) Tenderers may be called for negotiations if considered necessary.
- c) The rates will be valid upto **31.3.2019** and the firm is bound to supply the material at these rates for all purchase orders placed before 31.3.2019.

d) The firm should quote the Net Rate for supply of Lubricants in the column given in the Financial Bid.

4) **EARNEST MONEY DEPOSIT (E.M.D.)**

- a) The EMD (Refundable) as prescribed shall be submitted alongwith Prequalification offer by way of Demand Draft on any Scheduled Bank in Patiala drawn in favour of the Managing Director, PRTC Patiala failing which the offer will be rejected. In case any bidder has deposited EMD in previous tender and has not been refunded by PRTC will also be considered and the bidder shall submit the proof of the previous EMD
- b) The EMD does not carry any interest.
- c) The EMD will be forfeited in the following cases:
  - i) If the Tenderer withdraw the Tender or make any modification in the rates, terms and conditions before the issue of purchase order.

5) **GENERAL:**

- a) The Managing Director, PRTC, Patiala reserves the right to increase or decrease the quantity of the Lubricants without assigning any reason
- b) The tender accepting authority at any time before passing an order of acceptance may reject all the tenders on the ground of changes in the scope of procurement, failure of anticipated financial sources, accidents, calamities, or any other grounds which would render the procurement un-necessary or impossible.
- c) The suppliers shall undertake to abide by all the terms and conditions of the tender.
- d) The tenderer shall not sublet the contract or any part thereof.
- e) PRTC reserves the right to include or exclude any condition or to modify or after the condition.
- f) If the Tenderer declares insolvency or enters into liquidation whether compulsory or voluntary, PRTC would require the assigned

work to be completed and if this requisition is not satisfactorily completed within seven days from the date of this notice, the Managing Director PRTC may issue a notice to the Tenderer to rescind the contract at the risk and cost of the contractor. The Managing Director, PRTC shall thereupon have the authority to enter into fresh contract with any other person, firm or company for the completion of the same without prejudice to his right to recover the losses from the Tenderers security deposit. Any losses or damages for the default of the contract the losses sustained by PRTC on account of damages under the contract shall be recovered in all possible manner. Nothing contained under the contract clause shall debar PRTC from recovering the loss from the contract by suit or any other means. Such extra cost shall also be recovered from the Tenderer.

- h) In case of any dispute arising out of any conditions of the said agreement, the case shall be referred to the Managing Director, PRTC who shall be acting as Sole Arbitrator, whose decision shall be final and binding upon both the parties and no party shall have the right to go to court of law for any dispute under this agreement for their fulfillment unless the dispute is first referred to the Sole Arbitrator specified under this agreement.
- i) Any legal proceedings arising between the company and the Tenderer, if it is must, be instituted in the courts situated in Patiala alone and not anywhere else in the country.
- j) Incomplete and /or conditional Tender shall be liable to rejection.

Managing Director  
Pepsu Road Transport Corporation  
Patiala  
**(TENDER INVITING AUTHORITY)**

**ANNEXURE-A (TECHNICAL OFFER)**

To

The Managing Director,  
Pepsu Road Transport Corporation,  
Head Office, Nabha Road, Patiala.

Subject: **Supply of Lubricants.**

Ref. Tender No. \_\_\_\_\_

We hereby furnish the required details of Pre-qualification as under:

Name and address of the Tenderer \_\_\_\_\_

S. No.	Name of Product	Firm Nomenclature	Technical Specifications.	Proof of Approval attached or not
	<b><u>For Ashok Leyland Buses</u></b>			
1	Engine Oil 6 ETI, 6 DTI API CI-4 SAE 15W40			
2	Engine Oil 6D & 6E Engines API CH-4 + MB 228.3+ VDS 3			
3	Gear Oil API GL-4 with specified Additive			
4	Gear Oil for BS-III SAE 80W90 APIGL5			
5	Differential Oil for BS-III 85W40 APIGL5			
6	Power Steering Oil General Motors Type A Suffix A			
7	Wheel Brg. Grease IS 12203			
8	Chassis Grease IS 12203			
9	Brake Oil for Hydraulic Clutch FM VSS 113 – Dot 3 (or) IS 8654			

10	Radiator Coolant			
11	SCR system of BS4 Engines (AdBlue)			
	<b>For TATA Buses</b>			
12	Engine Oil 1312-1512 TC SAE 15W40 / API CH-4 & MB 228.3			
13	Engine Oil 1510 SAE 15W40 / API CF-4 & MB 228.3			
14	Engine Oil BS-III CI4+ MB228.30 (15w40)			
15	Gear Oil SAE 80W90 / API GL-4			
16	Differential Oil SAE 85W140 / API GL-5			
17	Retarder Oil HYLUBEX 330			
18	Power Steering Oil Dextron IID			
19	Wheel Bearing grease RR3 Grease			
20	Chassis Grease Lithum MP			
21	Brake Oil Lithum MP			
22	Radiator Coolant			
	<b>For Eicher Buses</b>			
23	Engine oil API-CI4+ SAE 15W40			
24	Gear oil SAE80W90			
25	Differential oil SAE85W140			
26	Power steering oil Dexron II			
27	Chassis grease Lithium - NLGI-2			

28	Hub grease (Front & Rear) Shell Gadus S3 V 220 C2 Grease Part No. IG301217			
29	Brake oil Dot 4			

***Signature of Tenderers with Seal***



**Annexure –B (Financial Bid)**  
**PEPSU ROAD TRANSPORT CORPORATION, PATIALA**  
**HEAD OFFICE, NABHA ROAD, PATIALA.**

To

The Managing Director,  
 Pepsu Road Transport Corporation,  
 Head Office, Nabha Road, Patiala.

Subject: **Supply of Lubricants.**

Ref. Tender No. \_\_\_\_\_

Earnest Money DD No \_\_\_\_\_ Dated \_\_\_\_\_ for Rs.50,000/-

Name and address of the Tenderer \_\_\_\_\_

We hereby submit our offers as under. The rates will remain valid till \_\_\_\_\_.

S. No.	Name of Product	Firm Nomenclature	Basic Rate per ltr/KG	GST	Discount	Net Landed Rate Per ltr./KG
	<b><u>For Ashok Leyland Buses</u></b>					
1	Engine Oil 6 ETI, 6 DTI API CI-4 SAE 15W40					
2	Engine Oil 6D & 6E Engines API CH-4 + MB 228.3+ VDS 3					
3	Gear Oil API GL-4 with specified Additive					
4	Gear Oil for BS-III SAE 80W90 APIGL5					
5	Differential Oil for BS-III 85W40 APIGL5					
6	Power Steering Oil General Motors Type A Suffix A					
7	Wheel Brg. Grease IS 12203					

8	Chassis Grease IS 12203					
9	Brake Oil for Hydraulic Clutch FM VSS 113 – Dot 3 (or) IS 8654					
10	Radiator Coolant					
11	SCR system of BS4 Engines (AdBlue)					
	<b><u>For TATA Buses</u></b>					
12	Engine Oil 1312-1512 TC SAE 15W40 / API CH-4 & MB 228.3					
13	Engine Oil 1510 SAE 15W40 / API CF-4 & MB 228.3					
14	Engine Oil BS-III CI4+ MB228.30 (15w40)					
15	Gear Oil SAE 80W90 / API GL-4					
16	Differential Oil SAE 85W140 / API GL-5					
17	Retarder Oil HYLUBEX 330					
18	Power Steering Oil Dextron IID					
19	Wheel Bearing grease RR3 Grease					
20	Chassis Grease Lithum MP					
21	Brake Oil Lithum MP					
22	Radiator Coolant					
	<b><u>For Eicher Buses</u></b>					
23	Engine oil API-CI4+ SAE 15W40					
24	Gear oil SAE80W90					

25	Differential oil SAE85W140					
26	Power steering oil Dexron II					
27	Chassis grease Lithium - NLGI-2					
28	Hub grease (Front & Rear) Shell Gadus S3 V 220 C2 Grease Part No. IG301217					
29	Brake oil Dot 4					

We also agree to abide by the terms and conditions of the tender.

***Signature of Tenderer***

*Address* \_\_\_\_\_

\_\_\_\_\_