



**URJA BHARAT PTE LTD**

**TENDER DOCUMENT**

**FOR**

**HIRING CAR RENTAL SERVICES IN UAE**

**TENDER NO: UBPL/CAR SERVICES/2020-21/018**

**PART I  
(Techno-Commercial)**

**Office No. 254, Al Bateen Tower C6  
Bainunah, Street 34  
ADIB Building  
Abu Dhabi, UAE.**



## **Techno-commercial Bid (Part-I)**



## Request for Quotation

### **1. INTRODUCTION**

- 1.1. Urja Bharat Pte. Limited (UBPL) is a 50:50 JV between BPRL International Singapore Pte. Ltd. (BISPL) and Indian Oil Singapore Pte. Ltd. (ISPL), the Singapore WoS of BPRL and UBPL respectively. UBPL has been awarded an exploration concession for an onshore block in UAE.
- 1.2. UBPL has established an office in Al Bateen area and now intends to hire chauffeur driven cars services as specified in Schedule of Rates for its office, for commuting within the UAE.
- 1.3. For this purpose, UBPL solicits your offer in competition with other interested parties for provision of services of One chauffer driven car on rental basis for a period of two years, One chauffer driven car on call out basis and One 24x7 chauffer driven car at drill site for 3 months,. The detailed specifications of the vehicle are described in subsequent paras of the document.
- 1.4. Earnest Money Deposit (EMD) / Bid Security: Nil

### **2. BIDDER'S QUALIFICATION CRITERIA (BQC)**

- 2.1. Bid Evaluation Criteria is appended below:
  - Bidder should have a functional office set-up in Abu Dhabi or Dubai and shall furnish the requisite details (trade & commercial licenses etc.) of the same along with documentary proof before opening of the price bid of this tender. The bidders who fails to furnish these documents, their bids shall be rejected.
  - The bidder must have successfully completed one similar work of providing Vehicle Services in nearby areas in UAE.
- 2.2. "Similar Work" shall mean providing chauffer driven vehicle services to Corporates/Companies in UAE.
- 2.3. Bidder should have a functional office set-up in UAE and shall furnish the address and details for the same along with documentary proof before opening of the price bid of this tender, failing which, their bid shall be liable to be rejected.

### **3. General:**

- 3.1. UBPL-ABU DHABI shall not be responsible for any expenses that may be incurred by bidders in connection with the preparation & submission of their Bids, any site visits



undertaken and/or any other expenses whatsoever incurred by the bidders/its employees/its affiliates during the bidding process.

- 3.2. UBPL-ABU DHABI reserves the right to assess and verify a bidder's capability and capacity to execute the works and perform the obligations as set out herein using in-house information and by taking into account other aspects such as concurrent commitments and past performance.
- 3.3. The bidder submitting its bid should not be under bankruptcy, liquidation, court receivership or similar proceedings. Further, the bidder shall have the capacity and authority to fulfill the obligations required of it hereunder, and there is nothing which prohibits or restricts the right or ability of the bidder to fulfill the requirements expected of the bidder as set out in these Tender Documents, in the event of the Contract being awarded to such bidder.
- 3.4. The modalities of bid submission is as follows;
- Techno-Commercial Bid (Part-I) shall be submitted vide email, addressed to the e-mail ID: [technicalbids@ubpltenders.com](mailto:technicalbids@ubpltenders.com)  
  
Bid submitted through any other electronic/print media shall not be accepted.
  - Price Bid (Part-II) shall be submitted vide e-mail, addressed to the following e-mail ID: [pricebids@ubpltenders.com](mailto:pricebids@ubpltenders.com)
  - All pre-bid queries and signed Tender documents with filled up Declaration shall be submitted to following e-mails:
    1. [spankaj@indianoil.in](mailto:spankaj@indianoil.in)
    2. [sudhir.chauhan@bharatpetroresources.in](mailto:sudhir.chauhan@bharatpetroresources.in)
  - The bidder is also advised to confirm its address and name its representative to whom all communication from UBPL-Abu Dhabi shall be addressed.
- 3.5. The Bids under this RFQ are invited under SINGLE STAGE-TWO BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL" (Part-I) and "PRICE BIDS" (Part-II) in accordance with Clause 2.6 with all information requested or to be provided/ appended thereto, and such Bids are to be submitted strictly in accordance with the documents accompanying this Request for Quotation (RFQ), within the stipulated deadline for submission of the Bids i.e. the Bid Closing Date stipulated herein below. Bids not received



by the Bid Closing Date shall be rejected and the representatives of any such rejected bidders shall not qualify for the Techno-Commercial Bid opening.

3.6. For your ready reference, few salient points of the RFQ (covered in detail in the Tender Documents) are highlighted below:

<b>a) Tender Number</b>	: UBPL/CAR SERVICES/2020-21/018
<b>b) Type of Tender</b>	: Single Stage – Two Bid System
<b>c) Tender Documents Issue Date</b>	: 17 <sup>th</sup> November 2020
<b>d) Last Date for receipt of pre-Bid Queries:</b>	: 26 <sup>th</sup> November 2020, 2 PM UAE TIME
<b>e) Bid Closing Date</b>	: 26 <sup>th</sup> November, 3 PM UAE Time
<b>f) Date of Opening Techno-Commercial Bid:</b>	26 <sup>th</sup> November 2020 After 3.30 PM UAE Time
<b>g) Techno-Commercial Bid Submission Mode:</b>	Email ( <a href="mailto:technicalbids@ubpltenders.com">technicalbids@ubpltenders.com</a> )
<b>h) Price Bid Submission Modes</b>	: Email ( <a href="mailto:pricebids@ubpltenders.com">pricebids@ubpltenders.com</a> )
<b>i) Bid Validity Period</b>	: 4 months from Bid Closing Date
<b>j) Performance Bank Guarantee</b>	: 10% of the Contract Value

3.7. The Techno-Commercial Bid to be in compliance with the RFQ documents. The rates in the Price Bid shall be quoted per unit as specified in the format mentioned in 'Schedule of Rates' to the Tender Documents.

3.8. Due to project schedule limitations, requests for extensions of the Bid Closing Date will not be granted nor acknowledged, unless otherwise decided by UBPL – Abu Dhabi at its sole discretion.

3.9. UBPL - Abu Dhabi reserves the right to reject/cancel/terminate any Bids, at any stage, at its sole discretion, due to any inaccurate/false information/representations/statements made by the bidder during the bidding process.

3.10. The bidder understands and agrees that UBPL- Abu Dhabi shall have the right to withdraw/cancel/terminate the Tender Documents at any time for any reason whatsoever in its sole discretion by notice to the bidders, and UBPL- Abu Dhabi shall not be responsible for any costs that may have been incurred by the bidder with regard to the preparation and submission of the Bids or for any other reason whatsoever.

Thanking You

Yours Sincerely,

**For UBPL-Abu Dhabi**

(The document, being an electronic copy, does not require signature)



URJA BHARAT PTE. LIMITED

**URJA BHARAT PTE. LTD.**

**REQUEST FOR QUOTATION**

**PROVIDING, OPERATING AND MAINTENANCE OF CHAUFFER DRIVEN CAR ON RENTAL BASIS**

<b>Tender No:</b>		<b>Bidders Name</b>			
<b>RFQ Date:</b>		<b>Bidders Ref No</b>			
<b>Closing Date:</b>		<b>Bid Submission Date</b>			
<b>Name &amp; Contact Details of Bidder:</b>					
<b>Schedule of Rates : PROVIDING, OPERATING AND MAINTENANCE OF VEHICLE WITH DRIVER</b>					
<b>Part A (Base at Abu Dhabi City)</b>					
<b>Item-1: 4 Wheel Drive (4WD) Vehicle Rental Services: 4WD Vehicle</b>					
<b>Toyota Land Cruiser/Toyota Prado/ Nissan PATROL, minimum 4L engine along with Driver</b>					
<b>S.No.</b>	<b>Components</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (AED)</b>	<b>Total (AED)</b>
A.1.a	Four Wheel Drive Vehicle (mileage 5000 km/month; Total mileage 120000 km for 2 years)	Months	24	<b>Price not to be Quoted Here, Only mention 'Quoted' and refer to Price Bid Part</b>	
A.1.b	Extra km beyond 120000 km	km	3600		
A.1.c	Monthly Charges of Driver (5 days a week and 10 hours a day)	Months	24		
A.1.d	Daily Charges of Driver (if called on holidays for 10 hours shift)	Days	100		
A.1.e	Driver over time charges/hrs over and above 10 hrs	Hours	1000		
A.1.f	Overnight stay charges for Driver	Days	48		
	VAT @5%				
<b>I. Total for the Vehicle Hiring Tender Item 1 (AED)</b>					
<b>Item-2: 4 Wheel Drive (4WD) Vehicle Rental Services on-call (as and when required) basis:</b>					
<b>Toyota Land Cruiser/ Toyota Prado/ Nissan Patrol minimum 4L engine along with Driver</b>					
<b>S.No.</b>	<b>Components</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (AED)</b>	<b>Total (AED)</b>
A.2.a	Four Wheel Drive Vehicle with Driver (8 hrs/day) including Fuel	Days	20	<b>Price not to be Quoted Here, Only mention 'Quoted' and refer to Price Bid Part</b>	
A.2.b	Extra hour beyond 8 hours	Hours	40		
A.2.c	Overnight stay charges for Driver	Days	20		
	VAT @5%				
<b>II. Total for the Car Hiring Tender Item 2 (AED)</b>					
<b>A. Total Part A (I+II)</b>					



**Part B (Base at Bida Al Mutawa, 40 kms from Ghayathi Town) - PROVIDING, OPERATING AND MAINTENANCE OF VEHICLE WITH DRIVER**

- Two (2 Nos) 4WD Vehicle (Toyota Land Cruiser/ Toyota Prado/ Nissan Patrol minimum 4L engine) on Rental Basis for 24 x 7 duty:
- With Driver (2 Drivers each with 12 hour duty)

S.No.	Components	Unit	Qty	Rate (AED)	Total (AED)
B.1.a	Four Wheel Drive Vehicle for 5 months at site (Total mileage. 25000 Km)	Months	5	<b>Price not to be Quoted Here, Only mention 'Quoted' and refer to Price Bid Part</b>	
B.1.b	Extra km beyond 25000 km	Km	5,000		
B.1.c	Monthly Charges of Driver-1 (Day Duty): 12 hr duty (inclusive of Food and Stay)	Months	5		
B.1.d	Monthly Charges of Driver-2 (Night Duty): 12 hr duty (inclusive of Food and Stay)	Months	5		
	Vat @5%				
<b>III. Total for the Drill Site Vehicle Hiring for 1 Car (AED)</b>					
<b>B. Total for the Car Hiring Tender Part B for 2 vehicles (AED) (2 X III)</b>					
<b>C. Grant Total (A+B) (AED)</b>					
<b>C. Grant Total (A+B) (AED) in words</b>					

**Note:**

- The above estimated quantities are for evaluation purpose only, however payment will be made as per actual usage.
- SOR rate shall be inclusive of all taxes & duties. VAT to be mentioned separately as per the format.
- Services for Item 1 (of Part A), are required for 5 days a week, 10 hours duty (except Friday & Saturday). In case, car services required beyond 10 hrs or on Friday or Saturday, pro-rata charges against rental for car and chauffeur charges (as per contract) shall be paid. During Ramadan, working hours shall be 6 hrs/day.
- Services of Item 2 (Part A) will be required as and when basis.
- Services for Item 3 (Part B), are required for 7 days a week, 24 hours duty.
- Bidders to quote rates for all items mentioned in Part A and Part B separately. However, Bidders can quote for only Part A or Part B or both. Evaluation of bid shall be done on the total cost basis inclusive of all taxes and duties (as quoted by the bidder in SOR) for each Parts and separate work order will be issued for each Part. Any error in quoting taxes & duties by the bidder shall be on bidder's account and



bidder is required to submit the price break up for payment of statutory variations of taxes & duties, if any, during contract period.

- Toll Charges/parking charges will be reimbursed by UBPL as per actual against submission of original receipts
- Fuel charges will be reimbursed as per actual usage for Item no 1 (of Part A) and 3 (of Part B) only through monthly billing.
- Please refer to Terms & Conditions, Billing and Payment mentioned in the tender document.
- In case any activity though specifically not covered under Schedule of Rates (SOR) descriptions but the same is covered under the Conditions of Contract, Scope of Work and other contents of Bidding Document, no extra claim on this account shall be entertained, since SOR is to be read in conjunction with all other documents forming part of the Contract.
- The rates quoted by bidder shall remain fixed and firm and shall not be subject to amendment for any cause, except as expressly stated in the Contract.
- Bidders should quote for all items of the Schedule of Rates
- Quantities mentioned in the Schedule of Rates are indicative and are only for the purpose of evaluation of the lowest (L1) bid. Actual quantities can vary depending upon requirement at sites. Accordingly, payment would be due and considered for actual quantities operated.
- Price Bid shall be considered in the specified format only. Any change in the format may result in summary rejection of the offer without any reference whatsoever to the bidder.
- Complete contents of the SOR / BOQ shall be made available in the un-priced offer with the words "**Quoted**" at the places wherever prices are there in the priced part of offer.
- Bidder shall quote/ fill the rate in round figure (without any figure in decimal).
- Bidder is not permitted to insert any conditions / deviations / notes to the Schedule of Rates. Additional conditions / deviations / notes so inserted shall not be considered and shall be treated as null and void
- Please refer to Terms & Conditions attached herewith.





## **SECTION I**

### **Terms & Conditions of Contract**

#### **1. GENERAL**

- 1.1. Bids of joint Venture / consortium not acceptable.
- 1.2. The vehicle shall necessarily have TAXI/Road PERMIT required for taxi movement in UAE.
- 1.3. No sub-contracting shall be allowed without permission of the Company.
- 1.4. The vehicle, taken on hire for regular duties under the contract shall not be changed / replaced by the contractor normally during currency of contract except for its being defective in which case another hired vehicle of equivalent or higher specifications / model shall be provided by the Contractor. The replaced vehicle will be accepted only if it has all valid documents for which the decision of the Company's authorized Representative will be considered as final.
- 1.5. The decision with regard to acceptance or rejection of any hired vehicle(s) offered by the contractor shall remain with the Company and the same shall be final and binding upon the contractor.

#### **2. GENERAL DEFINITIONS:**

- 2.1. Area of operation of hired vehicle means locations within UAE, connected through motorable path or desert path.
- 2.2. "Charges" means the charges (normal duty hours) of vehicle per month with prescribed kilometers.
- 2.3. "Company" means Urja Bharat Pte. Ltd – Abu Dhabi.
- 2.4. "Contractor" means any proprietorship/ partnership firm or Company to whom the Contract is awarded for deployment of contract carriage vehicle on hire to the Company.
- 2.5. "Contract" means the formal contract executed between the Company and the Contractor as a result of the subject Tender. The specific instruction issued from time to time by Engineer-in-Charge or by his authorized representative and all documents taken together shall be deemed to form contract and shall be complementary to one another.
- 2.6. "Day" means day starting from 0000 hrs to 2400 hrs.
- 2.7. "Distance" means the distance by the shortest approachable route unless otherwise specified.



- 2.8. 'Engineer-in-Charge' or 'EIC' is the person authorized from Company to take decisions on behalf of the company within the scope of the Contract.
- 2.9. "Hour" means an hour of sixty minutes. For the purpose of hire and / or penalty charges, fraction of an hour up to 30 minutes will not be taken into account and more than 30 minutes will be treated as full one hour.
- 2.10. "Month" means a complete calendar month of the year. For the purpose of hire and / or penalty charges, fraction of month will be calculated as:  
Fraction of Month = ratio of number of day of services availed or not available / 30  
(To be rounded up to 2 decimal places.)
- 2.11. "Night Halt" means overnight stay of Vehicles at any place, in area beyond its designated reporting place or places.
- 2.12. "Pro-rata Hour rate" means a rate arrived at by the following formula for 12 Hrs duty (For 8 hrs /24 hrs duty similar calculation will be done). For calculation following shall be used:  
Pro-rate Hour Rate= Monthly charges / (30x12 hrs)
- 2.13. "Seating Capacity" means the number of passengers the vehicle is officially provisioned for by the manufacturer, including the driver.
- 2.14. "Suitable Substitute" means similar Vehicle of equivalent, newer or higher make and model, not manufactured earlier than the year of manufacture specified in tender, subject to acceptance EIC.
- 2.15. "Vehicle" means the make/model as specified in SOR fitted with all necessary fittings and accessories, along with valid registration, Taxi, Road permits, insurance document, Pollution Under Control (PUC) / Environment Certificate along with any other relevant documents required in line with the regulations prevalent in UAE and driver with valid driving license.

### **3. PERIOD OF CONTRACT:**

- 3.1. The Contract will be valid initially for a period of 24 months from the date of issue of Letter of Award (LOA). Company shall indicate the tentative mobilization date in LOA. 15 days mobilization period shall be provided to contractor for lining up the Vehicle mentioned at Item-1 and 3 in the SOR. For mobilization of Item-2 (i.e.



vehicle on call out basis as and when required) of the SOR, a 1 day-mobilization notice shall be given.

- 3.2. Contract may be extended for another one year with the same rate, terms and conditions.
- 3.3. The contract normally stands terminated after the expiry of the period of the contract unless otherwise specifically intimated by Company. However, the Company reserves its right to terminate the contract at any time by giving 30 days' notice in writing without assigning any reasons thereof. The contractor shall not be entitled for any compensation thereof under such circumstances.

#### **4. OPERATIONAL NORMS & CONDITIONS**

- 4.1. The Vehicle are required to report at Urja Bharat Pte. Ltd., Al Bateen Tower C6, Bainunah, Street 34, ADIB Building, Abu Dhabi, UAE at 8 AM or as per directions of Company. Normally chauffeur and car shall be released every day from the same place as of Reporting, at 8 PM. However, it may be required to stay overnight on temporary duties (NIGHT HALT) occasionally. Meter readings shall be maintained by Chauffeur immediately after reporting and immediately before release, every day. Except Night halt, parking of the car during night shall be the responsibility of Contractor and no charges shall be paid on account of this. Contractor may build up the rates accordingly. In case of Night halt, parking cost to be borne by Company as per actuals.
- 4.2. The Contractor shall be required to deploy the Vehicles conforming to the specifications with all-requisite factory fitted accessories, tools, and accessories including spare wheels and the other equipment to communicate to nearest base/help stations, if required, as per the rules in force in UAE so as to attend any sudden breakdown in the shortest possible time.
- 4.3. The contractor shall maintain the Vehicles in absolute good working condition. If any Vehicle develops defects while on duty, the contractor shall immediately replace it by a suitable substitute vehicle within a period of two hours or arrange satisfactory repairs. In case of failure of the contractor to repair the Vehicles or to provide the substitute vehicle, payment for the day(s) of absence will be deducted, to be calculated on pro-rata basis.



- 4.4. The Contractor has to provide the Vehicle with tank full of fuel and sufficient money with the driver to meet with any exigency for all the notified requirements for long distances / outstation duties. Vehicle shall be fitted with ADNOC fuel tag. In case the vehicle is en-routed for fuel or otherwise and the accompanying Driver shows his inability to justify the same, expenses incurred by the Company's employee / officer or any other authorized person utilizing the vehicle in lieu of additional distance for vehicle en-routement, fueling or any other act, will be recorded in log book by the utilizing persons. In such cases, recovery of such expenses shall be double the amount spent by the Company or the utilizing person along with a single day's rental and these amounts shall be recovered from the contractor's bill.
- 4.5. In case the Vehicles on duty are totally damaged due to an accident, the contractor will provide alternate vehicle of similar / matching type within seventy two (72) hours from the occurrence of the accident.
- 4.6. Driver of the Vehicles normally should not be changed during Contract Period. The contractor shall ensure that the drivers provided on vehicles are well dressed, smart in turnout and are disciplined, courteous and behave properly with the Company's personnel. The Contractor shall withdraw such driver(s) from duty, who do not behave in a proper / disciplined manner or who resumes work under the influence of liquor etc. The Company's decision in this regard shall be final and binding on the contractor. In case of failure of the contractor to withdraw such driver(s) from duty, the Vehicle(s) shall not be accepted for duty and shall be considered as vehicle(s) not provided by the contractor and penalty as applicable shall be levied. General & medical insurance, annual off, accommodation, Lodging & food for driver shall be the responsibility of Contractor and Contractor may quote accordingly. Driver must have license, visa & Emirates ID valid over UAE.
- 4.7. During annual off or driver being on holiday / leave, the contractor needs to provide replacement driver without any additional cost to company.
- 4.8. If air condition system of Vehicle(s) is not working, Vehicle shall not be accepted and Contractor shall immediately send a replacement otherwise a penalty @ AED25 per day per vehicle shall be levied as mentioned in Clause 19.
- 4.9. The Contractor shall have to make his own arrangements for the stay (accommodation) and food of his staff including Night Halt, etc. at his own risk and cost and also for repairs, fueling, etc. of the hired Vehicle as per requirement.



However, the Company shall pay “Night-Halt charges as mentioned in SOR in case Vehicle is required to stay overnight for applicable vehicles in line with SoR.

- 4.10. The contractor will be required to supply Vehicle only conforming to the specifications of the tender. In case any Vehicle is withdrawn from duty by the contractor or if he fails to provide a substitute Vehicle or provide a Vehicle which is not in acceptable condition, no payment shall be made to the contractor for those day(s) against the vehicle and imposing the penalty as specified in clause no. 19 of the tender which shall be recovered from the bill(s) of the contractor without any notice.
- 4.11. The driver / contractor shall not carry any unauthorized passenger in the Vehicle on duty hours. In case the same is detected, no payment shall be admissible for such day(s). In case contractor driver ignores the instructions, the Vehicle shall not be accepted and penalty as per clause no. 19 shall be imposed and in case of no improvement and corrective action, Company shall initiate action for de-hiring/cancellation of contract.
- 4.12. Before and after the duty hours and on holiday's the vehicles deployed for duty shall not be used for any other purpose.
- 4.13. Speedometer, Kilometer Recorder and other instrument/ meter(s) must be maintained at high standard of accuracy. Any defect intimated by Company or authorized representatives shall be rectified forthwith by the Contractor. Until such rectification, the kilometer for such distance / places as verified and certified by the Officer travelling in the Vehicle shall be final and binding on the Contractor for the purpose of billing, etc.
- 4.14. The Contractor shall have an office with telephone facility and one supervisor associated with contract to address the issues of Company, if any.
- 4.15. Regular Vehicle shall be given one day off in a month for maintenance to keep the vehicle in good running condition. However, contractor has to provide suitable substitute/ replacement vehicle during maintenance period. In case of failure, penalty would be made as per clause no. 19 of SCC of the tender.
- 4.16. In case of Vehicles hired from other sources by Contractor and deployed on duty, an undertaking of requisite value is required to be submitted by concerned party indicating its willingness for deploying the vehicle through the Contractor, and under any circumstances he will not make any claim whatsoever to the Company.



- 4.17. Contractor is responsible to obtaining all licenses, meeting statutory requirements / compliances as per the applicable laws of UAE. Contractor is liable to abide by all necessary licenses / permissions from the concerned authorities as provided under the various laws of UAE.
- 4.18. Contractor shall be solely responsible for the payment of wages and other dues to the personnel deployed by him. Contractor shall ensure payment of wages to the person employed and meet all statutory obligations of payment as per the laws of UAE.
- 4.19. Contractor shall indemnify UBPL for any action brought against him for violation, non-compliance of any applicable Act, rules & regulations there under.
- 4.20. Persons proposed to be deployed as driver by Contractor shall be medically examined and declared fit by qualified medical practitioner. Contractor should undertake and ensure that personnel engaged by him are not suffering from communicable disease.
- 4.21. Vehicles shall not leave duty point for any purpose without the specific permission of the user.
- 4.22. Duty hours and kilometer run of the hired vehicles shall be counted from the reporting time of the hired vehicle at the designated place in the town. No hire charges shall be paid to Contractor for the kilometer run from its place of parking to the reporting place & vice versa. Vehicles will be required to report for duty at a particular nominated site / place. In case it is required to report at any other place directly, kilo meters run from the nominated site to the reporting site will be payable and no other charges shall be paid.
- 4.23. Contractor's staff shall abide by the existing security and safety rules / regulations /precautions as per instructions given from time to time. Contractor and his employees may also be required to pledge secrecy and non-divulgence of the nature of work of the Company.
- 4.24. Company shall not be responsible for any claim / compensation that may arise due to damages/ injuries/ pilferage to contractor's vehicle/property / driver, other staff, etc. under any circumstances while the hired vehicle is engaged on duty.
- 4.25. Contractor shall ensure that his drivers refrain from smoking while driving the Vehicle. Driver(s) also to ensure that no inflammable substances of any nature, from etc. should be carried by Vehicle at the installations, camp stations, stores, yards,



- etc. while on duty. Contractor's employees shall also ensure that they abide by usual and special rules regarding the safety and security measures while on duty with the Company as per direction of the representative(s) of the Company at the worksite.
- 4.26. Contractor(s) driver(s) shall arrange to park the Vehicle(s) at a designated place at his risk & cost.
- 4.27. Contractor shall be solely responsible and indemnify the Company against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel, if any, deployed by him.
- 4.28. Contractor will have to provide spare wheel in good condition with the vehicles(s) to meet any eventual breakdown requiring minor repairs developed during journey.
- 4.29. Contractor shall indemnify the Company against all losses or damaged, if any, caused to it on account of acts of the personnel, if any, deployed by him.
- 4.30. Contractor shall ensure regular and effective supervision and control over the personnel deployed by him and give them suitable directions/ instructions for undertaking the contractual obligations.
- 4.31. Contractor shall take care of the health and insurance of the driver deputed for this work.
- 4.32. Contractor will deploy adequate number of qualified & experienced personnel to discharge the contractual obligations effectively.
- 4.33. Vehicle shall be fitted with good quality music system, Reading Light, Perfumes, Fire extinguisher, Napkin and First Aid Box etc. In case of non-provision of any item, a penal recovery of AED25/- per day will be made from the bill.
- 4.34. Contractor shall maintain the vehicle including regular washing, cleaning and sanitising as per applicable rules of the jurisdiction of work area, without any additional cost.
- 4.35. The driver should be conversant with English language.
- 4.36. For Item 3 (Part B), Vehicle(s), once mobilized, shall be available for services at drill site on a 24x7 hours basis. However, Chauffer(s) may be demobilized intermittently as per requirement. Chauffer charges are payable for period for which his services are availed.



## **5. VEHICLE DOCUMENT:**

- 5.1. The Vehicles should be fit in all respects for operation in accordance with the local laws, the rules and the laws as applicable from time to time. The Vehicle(s) must be equipped with valid documents i.e., Registration Book, Taxi Permit, Pollution Control Certificate, Insurance Certificate, Fitness Certificate(s), Permits which include all permits for towing with taxes, feed levies paid up to date during the currency of the contract. This shall include annual permits / temporary road permits or parking fees etc., if any required during and for the duty with the Company the responsibility of any lapse in the regard shall be that of the contractor's exclusively. The Company, its officers / employees shall in no way be responsible for any lapse / default of the vehicle owner / contractor, and, the Company, its officers / employees shall be completely indemnified and kept harmless by the contractor against such default.

## **6. LABOUR LEGISLATION AND OTHER ENACTMENTS:**

- 6.1. Contractor shall strictly follow and abide by the rules and regulation of the UAE. Contractor agrees to indemnify and hold the Company and its employees' harmless for / against any loss, expenditure and claims penalty etc., of whatsoever nature to the Company in this regard due to the non-fulfillment of the obligations and violation by the contractor.
- 6.2. Contractor will be fully responsible for any and all disputes arising out of any laws and will settle the same on his own. It is the responsibility of Contractor to pay the driver / employee, in case of failure of any claims, contractor is personally responsible.
- 6.3. Contractor shall exclusively be liable for non-compliance of the provision of any act, law, rule or regulation having bearing over engagement of workers, directly or indirectly for execution of the Contract. Contractor shall undertake to indemnify the Company against all actions, suits, proceedings, claims, losses, damages, etc. Contractor agrees to and does hereby accept full & exclusive responsibility for compliance of all obligation imposed and further agrees to defend, indemnify and hold the Company harmless from any liability / penalty which may be imposed by the central, state or local authority and also form all claims, suits or proceedings that may be brought out against the Company arising under, growing out of or by reason of the work provided for by this Contract irrespective of the fact that whether it is brought by employees of the Contractor, by third parties or any government.





6.4. Contractor will be required to observe and fulfill all the obligations under various enactments' applicable to the nature of job performed by him under the Contract.

## **7. TAXES & DUTIES:**

7.1. Contractor shall pay all the taxes including corporate tax, income Tax, Sales Tax, if any or any other taxes levied by government or any other authorities. VAT would be invoiced by Contractor and shall be reimbursed by the Company.

## **8. VEHICLE INSPECTION (PERIODIC AND RENEWAL INSPECTION)**

8.1. Acceptance of Vehicle in the service of the Company will be subject to the inspection of the vehicle documents and the documents of the driver. Such inspection(s) will be carried out initially before the first acceptance of the vehicle and at an appropriate periodical or by surprise checks at the discretion of the EIC. The decision with regard to the acceptance or rejection of the vehicle / equipment, offered by Contractor(s) shall remain with the Company and its decision shall be final and binding.

## **9. LOG BOOK MAINTENANCE:**

9.1. In case of not getting the log book filled-in correctly and properly or if there is any objection, the bill(s) may be returned for getting the objections rectified. The logbook must get filled- in from user on day-to-day basis.

9.2. Responsibility of obtaining the daily KM runs properly entered in the logbook in all respects totally the distance run and places visited, shall be entirely of the Contractor.

9.3. Opening KM reading and closing KM reading shall be taken from the notified reporting & releasing place but not from the Contractor garage / residence. The opening KM reading in logbook shall be filled immediately on report to duty. In case there is some difference, the excess difference will not be paid and bill(s) will be corrected accordingly and passed for payment.

## **10. ACCIDENTS / DAMAGES / CLAIMS LIABILITES:**

10.1. In the event of any accident or damages while the vehicle(s) is on the duty, the Company shall be completely free from any liability of any nature connected with the accident / damages(s). Contractor himself will be fully and exclusively



responsible for any damage to vehicles(s) or any personal injury to driver or any other person in the employment of the Contractor, occupants of the vehicle(s) or any person(s) or damage to any property or person. This includes any third party claims. However, if the damage or loss is incurred by the Company or its employees as a result of any accident or any other reason involving the failure of the vehicle(s) driver, Contractor shall reimburse actual cost or amount on demand and without any demur the compensation / damages if any sustained by the Company on this account.

- 10.2. Contractor shall be solely responsible for any consequences under law, arising out of any accident caused by the vehicle(s) equipment to the property or personnel of the Company. Contractor shall also be responsible for any claim / compensation arising out of such damages or injuries sustained by any third party including loss of life, permanent injuries etc., by his/ their vehicles(s), in addition to damages / disabilities / death etc. caused to the employees and property of the Company. Contractor shall reimburse on demand and without any demur the compensation / damages if any sustained by the Company on this account.
- 10.3. Contractor himself will be responsible for any damage to the vehicle(s) or any personal injury to driver or any other person in his employment while on duty of the Company.
- 10.4. The Company shall not be responsible for any claim /compensation that arises due to damages /injuries / pilferage to Contractor's vehicles / property under any circumstances' while the vehicles(s) is on duty of the Company.
- 10.5. It is the responsibility of Contractor to inform the user of the vehicle as well as the Company's authorized representative occurrence of any accident as early as possible to avoid any disruption to the Company's operations, provide substitute vehicle and submit a detailed report to the Company's authorized representative within 24 hrs for the record of the Company.
- 10.6. Absence of vehicle due to any accident shall not entitle Contractor to any exemptions from the liabilities under the Contract. Arrangement of the alternative / substitute is the responsibility of the Contractor.



## **11. INSURANCE:**

- 11.1. Hired vehicle(s) should be fully / comprehensively insured by Contactor including third party & driver, at his own cost covering all risks and liabilities including strike & riots.
- 11.2. All liabilities arising out of the accidents, disturbances to the vehicle(s) operations of the Company will rest upon the Contractor.
- 11.3. Contractor shall be responsible to submit copies of insurance cover and other documentation in respect of vehicles deployed with the Company on the date of placement of vehicle. Contractor shall also be responsible for renewal of such insurance covers, Pollution Control certificates in time.
- 11.4. Contractor shall also ensure and provide insurance cover to its staff including driver (and cleaner, if any deployed) with the vehicle.
- 11.5. Contractor shall have workers' compensation (employers' liability) insurance to the full extent required by applicable laws, with a limit of liability of not less than One Million US Dollars (US\$1,000,000) per occurrence.
- 11.6. Motor vehicle third party and passenger liability insurance, covering unlimited indemnity for death of or injury to any persons and liability in respect of any third-party property damage of not less than one million US Dollars (US\$1,000,000) per occurrence, unlimited in aggregate.

## **12. RATE:**

- 12.1. The Company shall pay for the services of the vehicles at the rates mentioned in schedule of rates enclosed.
- 12.2. The rates, offered should include all expenses like lubricants, establishment, all expenses including, permits, repairs and maintenance, including the provisioning of the breakdown/ maintenance reserve taxi etc., whatsoever required for the specific performance of this Contractor unless explicitly mentioned for reimbursement in this Contract. For Item 2 (of Part A) the offer should include all expenses of drivers (like food etc, salary as per labour regulation and other expenses). For remaining items, a separate line item is mentioned towards driver charges. All expenses including but not limited to food, accommodation etc. envisaged must be included in the offer. All such expenses for both Part A and B shall include expenses on regional Transport authority, labour authorities, and government local and Municipal



Authorities dues, comprehensive insurance, local service and any other expenses wherever or whatsoever necessary of the continuance/ operation of such services.

- 12.3. The vehicle must be fueled in presence of Company's officials or as per their advise. The same is to be maintained in Log book. Contractor to bill the actual fuel charges along with all parking charges and toll taxes in its monthly bill for payment for Item 1 (of Part A) & 3 (of Part B) vehicle. All such expenses are to be supplemented by actual receipts/ certification in logbook by Company's officials, in the absence of which, such claims shall not be processed for payment. Any other service charges in respect of Fuel may be built in to the Monthly Rentals and bidder may quote, accordingly. For Vehicle on call out basis (Item-2 of Part A), the daily charges to include the fuel charges and no separate charges towards fuel shall be paid. However, all parking charges and toll taxes, as per actual shall be payable upon submission of relevant documents in Monthly bill.

**13. ESCALATION / DE-ESCALATION:**

Rates mentioned in the SOR shall be remain fixed for the Contract period and there will be no escalation or de-escalation.

**14. BILLING AND PAYMENT:**

- 14.1. The Company shall not be liable to make any other payment except the agreed hiring charges and reimbursement towards Fuel/ Toll taxes and parking fees. The rates offered should include all the expenses on drivers' account viz., salary as per labour regulations (including bonus, overtime etc.), uniform, taxes, permit, repairs and maintenance of vehicles, including the provisioning of break down/ maintenance, reserve vehicle etc. whatsoever required for the specific performance of this Contract. Driver (Chauffer) charges for Part B items shall be on actual basis for the time period for which he was available at drill site for services.
- 14.2. Contractor shall submit bills duly certified by designated officers of UBPL in respect of the service rendered on monthly basis to the Company (not in piecemeal). The bills shall show date wise service rendered as per the logbooks. Contractor is required to submit the bills within 15 days of the following month, duly filled in all respect to the EIC or his authorized person. The bills complete in all respects will be processed and paid within 30 days from the date of receipt.



- 14.3. Contractor to bill the actual fuel charges for firm vehicle along with all parking charges and toll taxes in its monthly bill for payment. All such expenses are to be supplemented by actual receipts/ certification in logbook by Company's officials, in the absence of which, such claims shall not be processed for payment. **Any other service charges in respect of Fuel etc. may be built into the Monthly Rentals** and bidder may quote, accordingly. For Vehicle on call out basis (Item-2 of Part A), the daily charges to include the fuel charges and no separate charges towards fuel shall be paid. However, all parking charges and toll taxes, as per actual shall be payable upon submission of relevant documents in Monthly bill.
- 14.4. No claims whatsoever will be considered for increasing the charges during the period of agreement / extended period on basis of this tender.
- 14.5. Payment will be released for the correctly made bills normally within 30 days from the date of submission of bills duly certified by Company's authorized representative. The Company shall not pay any interest for any delayed processing of the bills.
- 14.6. Invoice shall be made on the basis of logbook and payment will be released accordingly on monthly basis. Copies of signed pages of logbook for the relevant period shall be attached along with the invoice.
- 14.7. No interest shall be payable on withheld amounts.

## **15. SECURITY DEPOSIT / BANK GUARANTEE:**

- 15.1. The Contractor shall furnish a total security deposit of 10% of annualized Contract value, in the form of a Bank Guarantee in the prescribed Performa within 15 days from the date of LOI.
- 15.2. The Company reserves the right to recover from the security deposit / bank guarantees the balance amount, if any, which could not be recovered from the payment to the Contractor under any of the clause of this Contract.
- 15.3. Contractor shall be liable to pay further balance of recovery / claim if any, which could not be recovered from the payments to the Contractor and / or from the security deposit / bank guarantee.
- 15.4. The Company shall not pay any interest on the Security Deposit or performance guarantee furnished by the Contractor.



- 15.5. The Bank Guarantee towards performance guarantee for satisfactory performance of Contract should be valid for 3 months beyond the original Contract period and extended period as well. In the absence of such validity, payments of all dues to the Contractor will be withheld.
- 15.6. The Bank Guarantee, subject to recoveries, if any, shall be refunded to Contractor after the successful completion of this Contract.
- 15.7. In case Contractor fails to carry out the job, as per the terms and conditions of the Contract, the security deposit / is liable to be forfeited and Bank Guarantee is to be invoked, without prejudice to any other right, which the Company may have under this Contract or otherwise.

## **16. TERMINATION:**

- 16.1. The Company may without prejudice to its rights against Contractor in respect of any delay or otherwise or any claims for damage, in respect of any breach of the terms of the Contract and without prejudice to any rights or remedies under any of the provisions of this Contract or otherwise, by notice in writing terminate the Contract with immediate effect in any of the following cases:
  - \* In the event of Contractor going into liquidation or winding up his business or making arrangement with his creditors.
  - \* It is found that Contract has been procured by submitting incorrect or incomplete statement by the Contractor or by marking any misrepresentation including submission of forged documents.
  - \* If in the opinion of the Company, the Contractor has delayed or suspended the facilities in terms of tender conditions.
  - \* In the event of any breach of the terms and conditions of the Contract by Contractor or if Contractor is found to be indulging in activity subversive to the Company's interest or activity prejudicial to the interests of the Company and for any other good or sufficient reasons.
  - \* Upon such termination of the Contract the Security Deposit is liable to be forfeited and Bank Guarantee to be invoked.
  - \* Notwithstanding anything contained above, the Company may, at its sole discretion, terminate this Contract by giving the Contractor 30 day's written notice to the effect, without assigning any reasons whatsoever. The Contract shall be



deemed to have expired on expiry of the original period of 24 months unless extended.

## **17. FORCE MAJEURE**

17.1. Where performance in whole or part by either party or any obligation under this Contract is prevented or delayed due to reasons beyond the control of such Party, such Contract becomes unenforceable due to force majeure conditions and shall remain so till such time the force majeure event continues. Such events are act of public enemy, civil commotion, sabotage, floods, explosions, epidemics, or acts of God, Party claiming protection of force majeure shall give notice to the other Party in respect of such event within 'four [04] hours' of occurrence thereof and neither party shall by reason of such event be entitled to have claim for hire charges/compensation/damages against the other in respect of such non-performance and/or delay in performance during such period.

## **18. PRICE REDUCTION SCHEDULE [PRS]**

18.1. In the event of failure of delay of the Contractor in placing the required hired vehicles at the disposal of the Company or vehicle is not in acceptable condition for any reason whatsoever, the Company shall have the option to make suitable alternative arrangement of the hired vehicle at the sole risk & cost of the Contractor, and recover such extra cost & expenses either from the amount due to Contractor or from his 'Security Deposit', etc. Further, for any other violation of the provision of Contract not mentioned in clause 19, the Company reserves the right to impose penalty @AED100 per such incident.

18.2. No mobilization advance will be applicable for this tender.

## **19. RECOVERY(S) IN THE EVENT OF FAILURE(S) BY THE CONTRACTOR(S)**

19.1. Non fulfillment of conditions specified - AED25 per occurrence

19.2. Non-deployment of alternate vehicle of similar/ matching type within seventy two [72] hours from the occurrence of accident AED25.

19.3. In case Contractor does not provide another vehicle of similar specification within thirty [30] days from the date of accident, the Contract will be liable for cancellation/termination

19.4. In case cotton seat-covers are not clean - AED 25 per Incident



- 19.5. In case of the Air Conditioning System (AC) is not working -AED25 per day
- 19.6. For each occasion of non-wearing of uniform, including shoes by the driver - AED25 per Incident
- 19.7. Non-deployment of similar / matching type of vehicle when the deployed vehicle is taken away for routine servicing / maintenance - AED25
- 19.8. For violation of any provision of Contract - AED25 per Incident

## **20. PREMATURE TERMINATION**

- 20.1. For Item 1 of Part A only Termination charges of 03 months of rental charges or rental charges for remaining period of lease contract, whichever the lower is applicable in case Company wishes to terminate the contract due to reasons not attributed to Contractor, before the expiry of contract period
- 20.2. For Item 2 and 3, there shall be no termination charges

## **21. ARBITRATION AND JURISDICTION**

- 21.1. All disputes, controversies or claims (whether contractual or non-contractual arising out of, or in connection with, this Agreement shall be finally settled by arbitration in accordance with Singapore International Arbitration Centre Rules (SIAC) Rules by one or more arbitrators appointed in accordance with the said Rules. The seat of the arbitration shall be Singapore and the language of the arbitration shall be English.
- 21.2. The Contract shall be deemed to be a Contract made under, governed by and construed in accordance with the laws of UAE for the time being in force and shall be subject to the exclusive jurisdiction of courts situated in UAE. The Contractor shall ensure full compliance of various UAE's Laws and Statutory Regulations in force from time to time and obtain necessary permits/licenses etc. as applicable from appropriate authorities for conducting operations under the Contract.



## DECLARATION OF RELATIONSHIP WITH DIRECTORS OF UBPL

The bidder should declare the following information in exhaustive details:

1. Whether proprietor is a Director or is related to any director of UBPL at present or retired within the past two years from the due date of submission of Bids. YES/ NO
2. Whether any partner or member of the firm is a Director or is related to any Director of UBPL at present or retired within the past two years from the due date of submission of Bids. YES/ NO
3. Whether any of the Directors of the Company is a director or is related to any director of UBPL at Present or retired within the past two years from the due date of submission of Bids. YES / NO

### **SIGNATURE AND SEAL OF BIDDER**

**Place:**

**Date:**



**EXHIBIT - A**  
**COMPLIANCE WITH BID REQUIREMENTS**

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Tender Documents and Addendum (if any) to the Tender Documents for the Services, as issued by Company.

We hereby further confirm that any terms and conditions which are not in compliance with the Tender Documents if mentioned in our Bids (Techno-Commercial Bid as well as Price Bid), shall not be recognized and shall be treated as null and void and may lead to rejection of our Bids.

**SIGNATURE OF BIDDER: \_\_\_\_\_**

**NAME OF BIDDER : \_\_\_\_\_**

**SEAL OF BIDDER:**



## Performance Guarantee

Our Ref:

Date: .....

Beneficiary Name,

Beneficiary Address

Dear Sirs,

Re: Our Performance Guarantee No. .... for CCY ..... In Respect of:

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At the request of M/s ..... with Commercial License No. .... and having its registered address at .....(hereinafter called "the Service Provider/Contractor" which expression shall include its successors and assigns), we, M/s. .... a public joint stock company registered/constituted under the ..... Act, having our Registered Office/Head Office at ..... (hereinafter called "the Bank" which expression shall include its successors and assigns) hereby irrevocably and unconditionally undertake and guarantee to pay you, M/s. .... ("UBPL"), the sum of CCY...(Amount)...(Amount in Words) in full as per the terms and conditions set out hereunder, in connection with performance of the work awarded for "Hiring of PMC for Onshore Block-1" to the Service Provider upon terms and conditions inter-alia mentioned in the Letter of Acceptance No. .... dated ..... issued by UBPL read with the relative Tender Documents Ref: ..... (hereinafter collectively called "the Contract", which expression shall include any formal Contract entered into between the UBPL and the Service Provider in supersession of the said Letter of Acceptance and all amendments and/or modifications in the Contract), upon receipt by the Bank of UBPL's first written demand for payment (the "Demand") without the requirement for any reference/recourse to the Service Provider and/or despite any contestation whatsoever on the part of the Service Provider.

We understand and undertake that the obligations of the Bank to UBPL hereunder shall be as principal to principal and shall be wholly independent of the Contract and it shall not be necessary for the UBPL to proceed against the Service Provider or exhaust its remedies against the Service Provider before proceeding against the Bank, and the Guarantee/Undertaking herein contained shall be enforceable against the Bank notwithstanding the existence of any other guarantee/undertaking or security for any indebtedness of the Service Provider to UBPL (including relative to the said Security Deposit) and notwithstanding that any such undertaking or security shall at the time when claim is made against the Bank or proceedings taken against the Bank hereunder, be outstanding or unrealized.

If UBPL issues the Demand to the Bank that the Service Provider has defaulted or failed to fulfil its obligations under the Contract (which shall be final, conclusive and binding on the Bank without the requirement for any proof whatsoever in this regard), we undertake to immediately pay up to the above-mentioned amount in the stipulated currency, without exception or objection, into a bank account designated by UBPL on receipt of such Demand from UBPL. We shall inform the UBPL in writing as soon as the payment has been made, which shall in any case be no later than ..... days of the date of issuance of the Demand by UBPL.



The liability of the Bank to UBPL under this Guarantee shall remain in full force and effect notwithstanding the existence of any difference or dispute between the Service Provider and UBPL, the Service Provider and the Bank (including vis-à-vis any failure/default of the Service Provider to fulfil any obligations towards the Bank for issuance of this Guarantee or otherwise) and/or the Bank and UBPL or otherwise howsoever touching or affecting these presents for the liability of the Service Provider to UBPL, and notwithstanding the existence of any instructions or purported instructions by the Service Provider or any other person to the Bank not to pay or for any cause withhold, retain, avoid, offset or defer payment to UBPL under these presents, with the intent that notwithstanding the existence of such difference, dispute or instruction, the Bank shall be and remain liable to make payment of the aforementioned amount to UBPL, without any set-offs or deductions of any nature whatsoever, in the terms set out herein. Our obligations under this Guarantee shall not be affected by any arrangements or agreements made by UBPL with the Service Provider which may concern its obligations under the Contract.

The Bank shall not revoke this Guarantee during its currency except with the prior consent of UBPL in writing, and also agrees that any merger or amalgamation of the Bank or any change in the constitution/ownership of the Service Provider or the Bank or UBPL shall not discharge/waive in full or in part the Bank's liability hereunder.

This Guarantee is valid from ..... until (Expiry Date) after which date no claim will be entertained by us and this Guarantee will become automatically null and void, unless otherwise extended. Claims, if any, under this Guarantee must be presented to us on or before expiry date with your signature(s) on the claim letter duly verified by your bankers, along with the original Guarantee and original amendments, if any.

This Guarantee shall be governed by U.A.E. Laws and the Courts in the Emirate of Abu Dhabi shall have exclusive jurisdiction.

The original Guarantee and amendments, if any, must be returned to us upon expiry for cancellation. However, we shall be released of all our obligations hereunder even if such return has not taken place.

Notwithstanding anything herein stated above, we shall be released of all obligations under this Guarantee once the original Guarantee is received at our counters for cancellation.

Yours Faithfully,

Names & Designations: .....

being Authorised Signatories For and On Behalf of .....

(Bank's Seal)



## **Price Bids (Part-II)**



**URJA BHARAT PTE LTD**

**TENDER DOCUMENT**

**FOR**

**HIRING CAR RENTAL SERVICES IN UAE**

**TENDER NO: UBPL/CAR SERVICES/2020-21/018**

**PART II  
(PRICE PART)**

**Office No. 254, Al Bateen Tower C6  
Bainunah, Street 34  
ADIB Building  
Abu Dhabi, UAE.**



# **PRICE BID**

**A. SCHEDULE OF RATES**

**B. PREAMBLE TO SCHEDULE OF RATES**



UJALA BHARAT PTE. LIMITED

**PROVIDING, OPERATING AND MAINTENANCE OF CHAUFFER DRIVEN CAR ON RENTAL BASIS**

<b>Tender No:</b>		<b>Bidders Name</b>			
<b>RFQ Date:</b>		<b>Bidders Ref No</b>			
<b>Closing Date:</b>		<b>Bid Submission Date</b>			
<b>Name &amp; Contact Details of Bidder:</b>					
<b>Schedule of Rates - PROVIDING, OPERATING AND MAINTENANCE OF VEHICLE WITH DRIVER</b>					
<b>Part A (Base at Abu Dhabi City)</b>					
<b>Item-1: 4 Wheel Drive (4WD) Vehicle Rental Services: 4WD Vehicle</b>					
<b>Toyota Land Cruiser/Toyota Prado/ Nissan PATROL, minimum 4L engine along with Driver</b>					
<b>S.No.</b>	<b>Components</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (AED)</b>	<b>Total (AED)</b>
A.1.a	Four Wheel Drive Vehicle (mileage 5000 km/month; Total mileage 120000 km for 2 years	Months	24		
A.1.b	Extra km beyond 120000 km	km	3600		
A.1.c	Monthly Charges of Driver (5 days a week and 10 hours a day)	Months	24		
A.1.d	Daily Charges of Driver (if called on holidays for 10 hours shift)	Days	100		
A.1.e	Driver over time charges/hrs over and above 10 hrs	Hours	1000		
A.1.f	Overnight stay charges for Driver	Days	48		
	VAT @5%				
<b>I. Total for the Vehicle Hiring Tender Item 1 (AED)</b>					
<b>Item-2: 4 Wheel Drive (4WD) Vehicle Rental Services on-call (as and when required) basis:</b>					
<b>Toyota Land Cruiser/ Toyota Prado/ Nissan Patrol minimum 4L engine along with Driver</b>					
<b>S.No.</b>	<b>Components</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (AED)</b>	<b>Total (AED)</b>
A.2.a	Four Wheel Drive Vehicle with Driver (8 hrs/day) including Fuel	Days	20		
A.2.b	Extra hour beyond 8 hours	Hours	40		
A.2.c	Overnight stay charges for Driver	Days	20		
	VAT @5%				
<b>II. Total for the Car Hiring Tender Item 2 (AED)</b>					
<b>A. Total Part A (I+II)</b>					





<b>Part B (Base at Bida Al Mutawa, 40 kms from Ghayathi Town) - PROVIDING, OPERATING AND MAINTENANCE OF VEHICLE WITH DRIVER</b>					
- Two (2 Nos) 4WD Vehicle (Toyota Land Cruiser/ Toyota Prado/ Nissan Patrol minimum 4L engine) on Rental Basis for 24 x 7 duty:					
- With Driver (2 Drivers each with 12 hour duty)					
<b>S.No.</b>	<b>Components</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate (AED)</b>	<b>Total (AED)</b>
B.1.a	Four Wheel Drive Vehicle for 5 months at site (Total mileage. 25000 Km)	Months	5		
B.1.b	Extra km beyond 25000 km	Km	5,000		
B.1.c	Monthly Charges of Driver-1 (Day Duty): 12 hr duty (inclusive of Food and Stay)	Months	5		
B.1.d	Monthly Charges of Driver-2 (Night Duty): 12 hr duty (inclusive of Food and Stay)	Months	5		
Vat @5%					
<b>III. Total Estimate for the Drill Site Vehicle Hiring for 1 Car (AED)</b>					
<b>B. Total for the Car Hiring Tender Part B for 2 vehicles (AED) (III X 2)</b>					
<b>C. Grant Total (A+B) (AED)</b>					
<b>C. Grant Total (A+B) (AED) in words</b>					

## **PREAMBLE**

- The above estimated quantities are for evaluation purpose only, however payment will be made as per actual usage.
- SOR rate shall be inclusive of all taxes & duties. VAT to be mentioned separately as per the format.
- Services for Item 1 (of Part A), are required for 5 days a week, 10 hours duty (except Friday & Saturday). In case, car services required beyond 10 hrs or on Friday or Saturday, pro-rata charges against rental for car and chauffer charges (as per contract) shall be paid (During Ramadan 6 hrs duty/day).



UJALA BHARAT PTE. LIMITED

- Services of Item 2 (Part A) will be required as and when basis.
- Services for Item 3 (Part B), are required for 7 days a week, 24 hours duty
- Bidders to quote rates for all items mentioned in Part A and Part B separately. However, Bidders can quote for only Part A or Part B or both. Evaluation of bid shall be done on the total cost basis inclusive of all taxes and duties (as quoted by the bidder in SOR) for each Parts and separate work order will be issues for each Part. Any error in quoting taxes & duties by the bidder shall be on bidder's account and bidder is required to submit the price break up for payment of statutory variations of taxes & duties, if any, during contract period.
- Toll Charges/parking charges will be reimbursed by UBPL as per actual against submission of original receipts
- Fuel charges will be reimbursed as per actual usage for Item no 1 (of Part A) and 3 (of Part B) only through monthly billing.
- Please refer to Terms & Conditions, Billing and Payment mentioned in the tender document.
- In case any activity though specifically not covered under Schedule of Rates (SOR) descriptions but the same is covered under the Conditions of Contract, Scope of Work and other contents of Bidding Document, no extra claim on this account shall be entertained, since SOR is to be read in conjunction with all other documents forming part of the Contract.
- The rates quoted by bidder shall remain fixed and firm and shall not be subject to amendment for any cause, except as expressly stated in the Contract.
- Bidders should quote for all items of the Schedule of Rates
- Quantities mentioned in the Schedule of Rates are indicative and are only for the purpose of evaluation of the lowest (L1) bid. Actual quantities can vary depending upon requirement at sites. Accordingly, payment would be due and considered for actual quantities operated.
- Price Bid shall be considered in the specified format only. Any change in the format may result in summary rejection of the offer without any reference whatsoever to the bidder.
- Complete contents of the SOR / BOQ shall be made available in the un-priced offer with the words "**Quoted**" at the places wherever prices are there in the priced part of offer.



USHA BHAGAT PTE. LIMITED

- Bidder shall quote/ fill the rate in round figure (without any figure in decimal).
- Bidder is not permitted to insert any conditions / deviations / notes to the Schedule of Rates. Additional conditions / deviations / notes so inserted shall not be considered and shall be treated as null and void.

**Signature & Seal of Bidder**