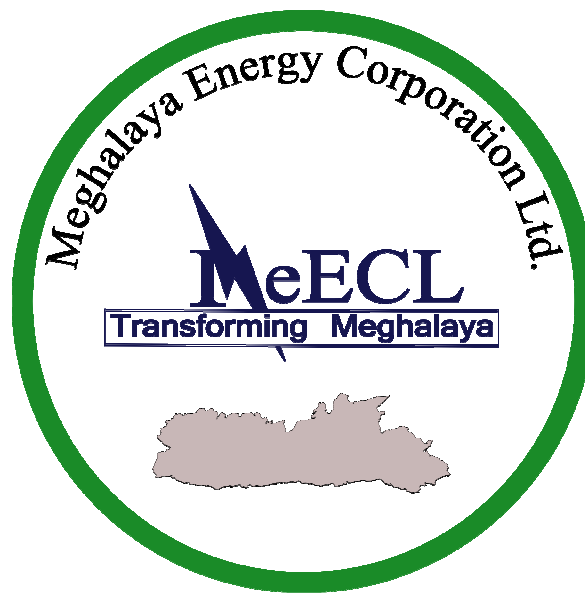




MEGHALAYA ENERGY CORPORATION LIMITED
OFFICE OF THE ADDITIONAL CHIEF ENGINEER
MATERIAL MANAGEMENT
LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001
CIN:U40101ML2009GC008374

Phone – 0364-2591930

ace.mm.meecl@gmail.com



TENDER DOCUMENT/ SPECIFICATION FOR
DISPOSAL OF OLD/ CONDEMNED VEHICLES FOR
THE YEAR 2019-20

NIT No _____

Proposed by the Office of the Additional Chief Engineer (MM),
MeECL, Lum Jingshai, Shillong.

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1. **Introduction:**

Meghalaya Energy Corporation Limited is a corporate body under Companies Act, 2013, having its registered office at Lum Jingshai, Short Round Road, Shillong, Meghalaya Energy Corporate Limited is a Corporate Body with three subsidiaries, viz MePDCL, MePGCL and MePTCL. All these Corporations are headed by the different Directors with the Chairman-cum-Managing Director as the head of the Corporate Body.

2. **Scope:**

The Scope of this tender is to dispose-off the Old/ Condemned Vehicles with MeECL and its 3 (three) subsidiaries companies. The vehicles are lying at different locations of each subsidiary and which are under the holding body (MeECL) of the Corporate Body.

3(a) **Procedure of Bid:**

Meghalaya Energy Corporation Limited intends to dispose-off the Old and Condemned Vehicles as on and where basis. The categories; make, year of manufacture etc have been indicated accordingly in the various Annexures enclosed with the Tender Document. The assessed values of each of the Old and Condemned Vehicles have been indicated to make the intending bidders to bid. Intended Bidder can bid for each vehicle or multiple of vehicles. The format of bidding for each vehicle is enclosed at Annexure – I.

3(b) Bidder/ Bidders can quote the rate of vehicle/ vehicles as per the format shown in Annexure-I. Bidder/ Bidders wishes to quote the rate of Vehicle/ vehicles for more than 1 (one) District can reproduce the format of Annexure-I. **However the Intending Bidder has to submit separate Earnest Money for each vehicle which shall be 10% of the quoted rate.**

3(c) The 10% Earnest Money/ Security deposit should be submitted by an intending bidder by the Demand Draft and the Earnest Money is **refundable for the unsuccessful Bidders only**. For the successful Bidder/Bidders who intended to lift the item/items; the Earnest Money deposited shall be adjusted with the balanced amount to be paid by him/her accordingly. *The Earnest Money of the successful Bidder/ Bidders will be forfeited if the item/items quoted are/is not being lifted by the successful bidder.*

3(d) The Demand Draft or the Banker's Cheque should be submitted by the Bidder in a separate and sealed envelope. The Envelope should be clearly typed by the bidder to indicate the name and vehicle number selected from the different District indicated in the Annexures. *The Envelope should also indicate the name and permanent address*

including contact number of the bidder. The Corporation is not responsible in case the bidder indicate wrong address or wrong Contact Number.

3(e) The contents of each sealed envelope should have the following:-

- i. Demand Draft/ Banker's Cheque in favour of the "Principal Account of MeECL".
- ii. Format of the Annexure – I.
- iii. Self-Address Envelope of size 25mm x 11 mm or 10 inches x 4.6 inches.
- iv. Non enclosure of Self-Address Stamp shall not be responsibility of the Corporation.
- v. The submission of Bid shall be as per format at Annexure – IV.

4. **Inspection of Vehicles:**

As per the various Annexure; the vehicles are in different District of Meghalaya. An intending Bidder/ Bidders in presence of concerned Executive Engineers of the Divisions where the vehicle/ vehicles is/ are located or his representative can inspect the Vehicle/ Vehicles.

4(a) For the vehicles lying in the Head Quarter of MeECL; bidder/ bidders can inspect alongwith the Executive Engineer (QA&I) of the office of the Additional Chief Engineer (Materials Management), Shillong.

4(b) After an Inspection; the bidder can bid accordingly.

5. **Selection of Bids:**

5(i) The bids shall be examined by the concerned Authority of MeECL. If more than one bidder selected for the same type of vehicle indicated in the various Annexures; the bid comparison shall be made as per the quoted rate. The rate quoted by the bidder which is found to be the highest shall be selected by MeECL.

5(ii) In case if only one bidder quoted for only one type of vehicle without competition from other bidders; that particular bidder shall be rightly selected as the awarded bidder.

5(iii) In case if more than two bidders bid with the same rate for one type of vehicle or same; the draw of lots shall be at the choice of the MeECL.

5(iv) The process of the selection of bid is strictly confidential and lying entirely at the responsibility of MeECL.

5(v) The period of selection of the awarded bidder shall entirely lie with MeECL.

5(vi) After examination of Bid, if the bidder is found to be non-responsive as indicated in the various sub-clause of clause 5; his bid shall be out rightly rejected.

6. **Notification of Award:**

The intimation of the selection of bid shall be made to the bidder/ bidders through the Self-Address Envelope as stipulated at clause 3(e) /iii) and through the contact number indicated as per stipulation at clause 3(d). The intimation shall be made by the concerned authority of MeECL.

- 6(i) The Intimation shall be made only to the successful bidder. Un-successful bidder shall not be intimated/ informed.
- 6(ii) in case the successful bidder does not respond within a period of 15 days; the next bidder shall be intimated accordingly for the same vehicle and he/ she should respond within 15 days.
- 6(iii) The intimation to the successful bidder shall be as per format of Annexure – II.
- 6(iv) The awarded bidder is not allowed to handover to the other bidder his sole right of award of lifting of vehicles directly.
- 6(v) The successful bidder/ bidders for the vehicles shall be notified also through the MeECL website and the notice shall be displayed in the Notice Board of MeECL Offices.

7. **Terms and Conditions to the Awarded Bidder:**

The Awarded Bidder after the Notification Of Award as per clause 6 should comply to the following conditions:-

- (i). The full amount through the Demand Draft/ Banker's Cheque as per rate quoted and awarded and pledged in favour of the "Principal Account of MeECL Shillong" should be submitted to the office of Additional Chief Engineer (MM), Shillong.
- (ii). No claims/ rights shall be entertained in case the awarded Bidder withdraw after the Demand Draft/ Banker's Cheque has been submitted to the office of the Additional Chief Engineer (MM).
- (iii). The verification of amount of Demand Draft/ Banker's Cheque submitted by the Awarded Bidder shall take place immediately.
- (iv). In case the Demand Draft/ Banker's Cheque is defected as incorrect in terms of Figures and words; the bidder shall be informed.
- (v). The Demand Draft/ Banker's Cheque should be of Indian currency (INR).
- (vi) The clause 14 & 15 may be seen and noted by bidders.

8. **Order of lifting of Disposed Vehicles:**

Within a period of 1 (one) week, the order of lifting the Disposed vehicles for the Bidder/ Bidders who has/ have complied the terms and conditions stipulated at clause 7 shall be issued by the office of the Additional Chief Engineer (MM) or his

representative under his jurisdiction (Executive Engineer -QA&I). In case the vehicles are lifted from Head Quarter offices, paper of relevant vehicles may be collected from respective offices. In case the vehicles are directly lifted from respective field Division papers are to be obtained from that office.

9. **Responsibility of lifting of Disposed Vehicles:**

Within a period of 10 (ten) days of order for lifting of disposed of vehicles; the bidder has to lift the item from where it/ they is/ are located. The term and conditions are as follows:-

- (i). The bidder is to approach the concerned Executive Engineer or his representative of the order of lifting the disposed vehicles.
- (ii). It is the entire responsibility of the bidder to lift the disposed vehicles from as on where basis.
- (iii). The Gate Pass may be asked from the concerned Executive Engineer or his representative to pass any MeECL Check Gate.
- (iv). In case, no Gate Pass is available with the concerned officers; the officer/ in-charge of those locations may be asked for verification in the lifting order of the disposed vehicles and to be duly signed and sealed by him to avoid theft case implication or accusation etc.

10. **Request of extension of time of lifting of disposed vehicles:**

The awarded bidder of the disposed vehicles can request for the extension of time for lifting of disposed vehicles on the basis of the following criteria:-

- (i). The request can be made to the Additional Chief Engineer (MM), Shillong within 5 days from the date of notification as per clause 6.
- (ii). The request can be made as per format at Annexure – III.
- (iii). The request has to be accompanied with the Demand Draft/ Banker's Cheque of 25% of the quoted/ awarded rate for each vehicle and this shall not be refunded by the MeECL. in case the disposed vehicle/ vehicles is/ are not lifted within stipulated period of 10 days from the date of issue of order of extension of firm and 25% stands forfeited since that time
- (iv). The rest of 75% of the quoted/ awarded rate can be submitted after 10 days as stipulated in format at Annexure - III (a) and the order for lifting the disposed vehicles shall be issued as per stipulation in the clause No.9.
- (v). The clause 9 and its sub clauses may be noted accordingly.

11. **Risk and Responsibility of MeECL:**

Once the disposed vehicle/ vehicles has/ have been lifted by the awarded bidder/ bidders; the risk and responsibility of MeECL ceases wholly and permanently and MeECL has no more right to claim part and parcel of the lifted vehicle/ vehicles.

12. **Non-lifting of Disposed Vehicles:**

Under the stipulations from clause No.8 to clause No.11 and their various sub-clauses; but still if the Award Bidder continuously left the disposed vehicles as on where basis and has crossed of more than a period of 1(one) month; the following conditions fully reserves the right and authority to MeECL:-

- (a). The Disposed vehicle/ vehicles shall be again retained as the property of MeECL.
- (b). No more rights shall be entertained to the bidder/ bidders at whatever cost it may be.
- (c). MeECL has the right to dispose-off the vehicle/ vehicles in the subsequent period or award to the next **highest bidder H2**, but subject to all conditions as stipulated in this Tender Specification.
- (d). The First Awarded Bidder shall total ceases to claim from MeECL his right from this on and his right/ request shall not be any more entertained.

13. **Cost of Tender:**

The cost of the Tender downloaded from MeECL website shall be INR 500.00 (Rupees Five Hundred) only in the form of Demand Draft/ Banker's Cheque pledge to the "Principal Account of MeECL, Shillong".

14. **Submission of Tender:**

- (a) The Tender downloaded shall be submitted in the office of the Additional Chief Engineer (MM), MeECL, Lum Jingshai, Shillong as per format of Annexure – IV along with the cost of Tender fee of INR 500.00 (Rupees Five Hundred) only in the form of Demand Draft/ Banker's Cheque pledge to the "Principal Account of MeECL, Shillong".
- (b) Tender which does not comply with the above clause 14(a) shall be rejected out rightly.

15. **Date of Submission of Tender:**

The date of submission of Tender shall be w.e.f. 10:00 hrs upto 14.00 hrs. of 17th June, 2019.

16. **Accepting of Tender:**

MeECL has the right to reject the Tender/ Tenders which do not comply to the Tender Specifications. The Tender/ Tenders which comply in all respect to the requirements as stipulated in the Tender Specification shall be wholly accepted by MeECL.

17. **Opening of Tender:**

The opening Tender shall be in presence of the bidder/ bidders whose tender/ tenders has/ have accepted. The opening of Tender shall be on the 17th June, 2019, at 14:30 hrs. The venue for the Tender opening shall be in the Conference Room of MeECL, Lum Jingshai, Shillong.

18. **Address of Communication:**

The Address for correspondence and communication is given below:-
 Additional Chief Engineer,
 Materials Management,
 MeECL, Lum Jingshai, Shillong,
 Email Address: ace.mm.meecl@gmail.com.

19. **Details of Annexures:**

- | | | |
|-----|--------------------|--|
| (a) | Annexure – I: | Format for quotation of rates Old/ Condemned vehicle. |
| (b) | Annexure – II: | Format for notification of award as per clause. |
| (c) | Annexure – III: | Format for request of extension. |
| (d) | Annexure – III(a): | Format for submission of pending dues. |
| (e) | Annexure – IV: | Format for submission of cost for downloading of the Bidding Document. |
| (f) | Annexure – V: | Format for permission of inspection of Old/ Condemned Vehicle. |
| (g) | Annexure – VI | Format for notification of lifting of Old/ Condemned Vehicle within stipulated time. |
| (h) | Annexure – A: | List of Old/Condemned vehicles under East Khasi Hills District |
| (i) | Annexure – B: | List of Old/Condemned vehicles under West Khasi Hills District |
| (j) | Annexure – C: | List of Old/Condemned vehicles under Jaintia Hills District (both East and West) |
| (k) | Annexure – D: | List of Old/Condemned vehicles under Ri-Bhoi District |
| (l) | Annexure – E: | List of Old/Condemned vehicles under Garo Hills District (all District) |

FORMAT FOR QUOTATION OF RATES OLD/ CONDEMNED VEHICLE

SI No	Vehicle No	Name and Type of Vehicle	Year of Manufacture	Rate Indicated as per Annexure – A/ B/ C/ D/ E	Rate to be Quoted by Bidder
1					

Name and Address of the Bidder:

Contact No of the Bidder:

_____ / _____

Demand Draft/ Banker's Cheque Details:

1. SIno. of D.D/ Banker's Cheque _____
2. Name of the Bank issuing D.D/ Banker's Cheque _____
3. Date of D.D/ Banker's Cheque _____

Address of the Bidder

Name and Signature of the Bidder

FORMAT FOR NOTIFICATION OF AWARD**MEGHALAYA ENERGY CORPORATION LIMITED**

OFFICE OF THE ADDITIONAL CHIEF ENGINEER

MATERIAL MANAGEMENT

LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001

CIN:U40101ML2009GC008374

Phone – 0364-2591930

✉: ace.mm.meecl@gmail.com

File No. _____ Dated _____

To,

Mr/ Mrs/ Miss/ M/s _____

Sub: Award of contract for Old /Condemned vehicle.

Dear Sir/ Madam,

This is to bring to your kind notice that you have been selected as an awarded bidder for the vehicle No _____ lying at _____ under _____, District for the rate quoted by you @ INR _____ (Rupee _____) only.

Therefore as per provision of the various clauses of the Tender, you are requested to comply immediately.

Yours faithfully

(H. Massar)

Additional Chief Engineer(MM)

MeECL, Lum Jingshai

Shillong

Memo No

Dated.....

Copy to :

1. The Director (Distribution, MePDCL, Shillong, for favour of kind information.
2. The Executive Engineer/ Asstt. Executive Engineer, MeECL/ MePDCL/MePTCL/ MePGCL for information and necessary action.

Additional Chief Engineer(MM)

FORMAT FOR REQUEST OF EXTENSION

Dated_____

From,

To,

The Additional Chief Engineer(MM)
 MeECL, Lum Jingshai
 Shillong

Sub: Request of extension time of lifting of the disposed vehicle/ vehicles.

Dear Sir,

I am to request you to kindly allow me to grant extension of time for lifting the disposed vehicle by another period of 10 days as per provision in the tender specification. The 25 % D.D/ Banker's Cheque amounting Rs _____ (Rupees_____ only is enclosed herewith for kind favour on your information and necessary action.

The provisions stipulated in the Tender Specifications stand satisfied to me as the Bidder.

Name_____

Date_____

Name and Signature of Bidder

FORMAT FOR SUBMISSION OF PENDING DUES

Dated_____

From,

To,

The Additional Chief Engineer (MM)
 MeECL, Lum Jingshai
 Shillong

Sub: Submission of pending dues of 75% for lifting of the Disposed Vehicles.**Ref: Dated:**_____

Dear Sir,

With reference to the above, the pending due of 75% balance against the quoted rate and amounting to Rs. _____ (Rupees _____)

Only is hereby submitted to your office for kind favour of your information and necessary action please.

The 75% of the balance amount is hereby submitted through Demand Draft/ Banker's Cheque bearing Serial No _____ Dared _____

Yours faithfully,

Name and Signature of Bidder of the Bidder

**FORMAT FOR SUBMISSION OF COST FOR DOWNLOADING OF BIDDING
DOCUMENT**

Dated _____

To,

The Additional Chief Engineer(MM)
MeECL, Lum Jingshai
Shillong

Dear Sir,

I Shri/ Mrs/ Miss _____ am to submitting the offer for Bidding of Old/ Condemned Vehicle/ Vehicles lying at _____ of _____ District.

The details of vehicle/ vehicles quoted by me are given below:-

1. Vehicle No _____, location at _____ District.
2. 10% Security Deposit through D.D/ Banker's Cheque (refundable for unsuccessful Bidder)
3. SINo of D.D/ Banker's Cheque _____

Yours faithfully,

Name of Bidder _____

Signature of Bidder

FORMAT FOR PERMISSION OF INSPECTION OF OLD/ CONDEMNED VEHICLE

MEGHALAYA ENERGY CORPORATION LIMITED
OFFICE OF THE ADDITIONAL CHIEF ENGINEER
MATERIAL MANAGEMENT
LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001
CIN:U40101ML2009GC008374

Phone – 0364-2591930

[✉: ace.mm.meecl@gmail.com](mailto:ace.mm.meecl@gmail.com)

File No. _____ Dated _____

To,

The Executive Engineer,

 MeECL/ MePDCL/ MePTCL/ MePGCL.

Sub: Inspection of Old/ Condemned Vehicle

Authorized representative(s) of M/sis
 (are) permitted to inspect the Old/ Condemned Vehicle meant to be disposed off as per the
 details in Annexure – A, B, C, D & E of the Specification for Tender No.
 _____ Dated _____ at the different District of
 Meghalaya.

(H. Massar)

Additional Chief Engineer(MM)

Me.E.C.L., Shillong.

**FORMAT FOR NOTIFICATION OF LIFTING OF OLD/ CONDEMNED VEHICLE
WITHIN STIPULATED TIME.**



MEGHALAYA ENERGY CORPORATION LIMITED
OFFICE OF THE ADDITIONAL CHIEF ENGINEER
MATERIAL MANAGEMENT
LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001
CIN:U40101ML2009GC008374

Phone – 0364-2591930

✉: ace.mm.meecl@gmail.com

File No. _____ Dated _____

To,

Mr/ Mrs/ Miss/ M/s _____

Sub: Lifting order for the Old Condemned/ vehicle.

Ref:

Dear Sir/ Madam,

Having complied all the formalities as per stipulations of the NIT No _____
 _____ and the relevant clauses, I am to inform you that the Vehicle
 No _____ lying at _____ under _____
 District may be kindly lifted by you within a period of 10 days. The vehicle papers may also be
 please collected from the concerned officer.

Yours faithfully

(H. Massar)
 Additional Chief Engineer(MM)
 MeECL, Lum Jingshai
 Shillong

Memo No

Dated.....

Copy to :

1. The Director (Distribution, MePDCL, Shillong, for favour of kind information.
2. The Executive Engineer/ Asstt. Executive Engineer, MeECL/ MePDCL/MePTCL/
 MePGCL _____ to kindly issue the relevant papers of the said
 vehicle.

Additional Chief Engineer(MM)

LIST OF OLD/ CONDEMNED VEHICLES UNDER EAST KHASI HILLS DISTRICT

Sl No	Registration No. Type/Name Model	Vehicle attached with	Custodian of Vehicles/Disposed	Estimated Rate in (Rs)
1	ML 05 D-5501; Tata Indigo (2000)	Company Secretary MeECL. Shillong	MeECL, Head Quarter	20500
2	ML 05 D-7748 ; Commander Jeep (1989)	AEE (D) S-Division, MePDCL, Pynursla	AEE (D) S-Division, MePDCL, Pynursla	5000
3	ML 05 C-1418 ; Mini truck (1987)	EE, Revenue Division, MePDCL, Shillong	EE, Revenue Division, MePDCL, Shillong	14200
4	ML 05-4103; Maruti Gypsy (1988)	EE,(West) MePDCL, Shillong	EE,(West) MePDCL, Shillong	70000
5	ML 05 C-6364; Mini truck (2001)	AEE, Mawsynram S/D	MeECL, Head Quarter	21000
6	ML 05 D-7444; Ambassador (2004)	SE Commercial (EZ)	MeECL, Head Quarter	14000
7	ML 05 D-2910 ; Maruti Omni (2003)	EE Market Operation Division, SLDC, MePTCL, Shillong	EE Market Operation Division, SLDC, MePTCL, Shillong	21350
8	ML05-D-4986 ; (Tata Indigo)	Chief Accounts Officer, MeECL, Shillong	MeECL, Hqr Shillong	10640
9	ML05-D-7445 ; (Bolero) 2004 model	Additional Chief Engineer (Commercial), MeECL, Shillong	Additional Chief Engineer (Commercial), MeECL, Shillong	10000

LIST OF OLD/CONDEMNED VEHICLES UNDER WEST KHASI HILLS DISTRICT

Sl No	Registration No. Type/Name Model	Vehicle attached with	Custodian of Vehicles/Disposed	Estimated Rate in (Rs)
1	ML05-D-3425; (Mahindra Commander jeep)	AEE, TLMSD Nongstoin	Work Centre Sub Division-II, Sumer	5600

**LIST OF OLD/CONDEMNED VEHICLES UNDER JAINTIA HILLS DISTRICT
(BOTH EAST AND WEST)**

Sl No	Registration No. Type/Name Model	Vehicle attached with	Custodian of Vehicles/Disposed	Estimated Rate in (Rs)
1	ML 05-5619; Mahindra Petrol Jeep(1988)	AEE, Jowai(D) S/D Jowai	AEE. Jowai S/D	11000
2	ML 05-D-2079; Mini Truck (2003)	AEE,TLM SD Khliehriat, MePTCL	Khliehriat,	67200
3	ML 05 E-1429; Mahindra Marshal (2005)	EE MLED MePGCL, Thamar	Area Store, Shillong.	43000
4	ML 05-5330; Petrol Jeep (1989)	RE 132KV Khliehriat Grid S/s	RE Khliehriat	11000

LIST OF OLD/CONDEMNED VEHICLES UNDER RI-BHOI DISTRICT

Sl No	Registration No. Type/Name Model	Vehicle attached with	Custodian of Vehicles/Disposed	Estimated Rate in (Rs)
1	ML 05-B-0342; Gypsy (1995)	AEE Revenue S/D Byrnihat	AEE Revenue S/D Byrnihat	8568
2	ML 05-4069; Petrol Jeep (1981)	EE Stage IV (C) Maintenance S/D	Zero point Kyrdem Kulai	11000
3	ML 05-4956; Petrol Jeep (1985)	AEE Stage IV (C) Maintenance S/D	Zero point Kyrdem Kulai	11000
4	ML 05 D-7698; Maruti Van (2004)	RE-Stage-III P/S MePGCL, Kyrdem Kulai	RE-Stage-III P/S MePGCL, Kyrdem Kulai	19400
5	ML 05 A-4891; Jeep (1971)	RE-Stage-III P/S MePGCL, Kyrdem Kulai	RE-Stage-III P/S MePGCL, Kyrdem Kulai	10500
6	ML 05 D-8387; Marshal (2004)	RE Umtru Power S/s MePGCL, Byrnihat	Byrnihat	21000
7	ML 05 D-7702; Maruti Van (2004)	EE Western revenue Division, MePDCL, Umiam	EE Western revenue Division, Umiam	63000
8	ML 05-3137; Gypsy (1988)	EET & T Umiam MePTCL, Umiam	EET & T Umiam MePTCL, Umiam	21000
9	ML 05 D-4983; Indigo (2004)	Director (HRDC) MeECL, Umiam	Director (HRDC) MeECL, Umiam	21500

LIST OF OLD/CONDEMNED VEHICLES UNDER GARO HILLS DISTRICT (ALL DISTRICT)

Sl No	Registration No. Type/Name Model	Vehicle attached with	Custodian of Vehicles/Disposed	Estimated Rate in (Rs)
1	ML05-C-6362; (Mini Truck)	AEE, Baghmara (D) Sub-Division, Baghmara	Baghmara (D) Sub-Division, Baghmara	28000
2	ML07-0816; (Maruti Gypsy)	EE, T&T, Division, MePTCL, Tura	Work Centre Sub Division-II, Sumer	8568
3	ML 05 G-6352; Bolero (2010)	AEE (RE), Construction S/D MePDCL, Mendipathar	AEE(RE), Mendipathar S/D	15800
4	ML 05 c-3152; Mini truck (2000)	AEE TLM S/D Nangalbibra	AEE TLM S/D Nangalbibra	22400