



**THE SINGARENI COLLIERIES COMPANY LIMITED  
(A GOVERNMENT COMPANY)**

Purchase Cell – Naini Area,  
Bikash nagar, FCI Road, Turanga, Dist: Angul, Odisha State Pin: 759123

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SCCL GST No: 21AAACT8873F1ZC

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- a. Enquiry no: NN12500028; Dt: 27.02.2026  
b. Last Date for issue of Tender Documents : 19.03.2026 upto 5:30PM  
c. Last Date for receipt of Tender Documents: 20.03.2026 upto 12:00 Noon  
d. Date of opening of Tender Documents : 20.03.2026 at 4:30PM
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**NOTICE INVITING TENDERS FOR HIRING OF 2WD AC MINI BUS 22+1 SEATING CAPACITY**

Sub: Hiring of 1 No. of 2WD AC Mini Bus 22+1 seating capacity 3000KM run per month with 24 Hrs availability for conveyance to employees from Angul Town Ship to Naini coal mine under unit rate system for a period of 4 years. – Reg.

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SCCL desires to hire 01 No. 2WD AC Mini Bus 22+1 seating capacity on monthly hire basis for use at Naini Coal Mine, Chhendipada Tahasil of SCCL for a period of 4 years under unit rate system with following terms and conditions.

Applications are invited from interested PDFs and PAFs of Naini Coal Mine, Chhendipada Tahasil to deploy 01 No. 2WD AC Mini Bus 22+1 seating capacity along with driver/ drivers for use at Naini Coal Mine, Chhendipada Tahasil of SCCL situated in Angul District of Odisha state with the following terms & conditions:

**1. Quantity Required:**

Sno	Type of vehicle	Monthly run	Availability Hrs. per day	User Dept	Qty
1	2WD AC Mini Bus 22+1 seating capacity	3000 KM	24	Project Officer, Naini Coal mine	1 No.

The above-mentioned quantities are tentative which may decrease.

**A. Specifications of hiring of 22+1 seating capacity 2WD AC Mini Bus meeting BS-VI norms:**

Sl.No	Technical Specification	Details
a)	Model of vehicle	First time registered (New Vehicle) after opening of the tender
b)	Drive	2Wheel Drive
c)	Engine	4 Cylinder Engine with 80HP with BS-6 Norms
d)	Steering	Power steering
e)	Brakes	Air Brakes with ABS
f)	Seating capacity	22+1
g)	Wheel Base	3100mm

h)	Rear View camera	To have better view for the driver while reversing as well as to have a clear view of the vehicles moving behind the mini bus.
i)	Safety Belts for passenger seats	Safety Belts to be provided for all the seats in the bus.
j)	Flasher LED Lamps (Blue & Red color)	Flashing Lamps of Blue & Red color shall be provided on top of the cabin for visibility of the vehicle in darkness/ night.
k)	All Terrain Tyres	As the Mini Buses travel on the roads inside OC Mines, "All Terrain Tyres" are to be fitted to have better traction in slushy and wet conditions and to prevent skidding in the Opencast Mines.
l)	Auto dipping system for head lights	
m)	Seat belt and seat belt reminder	
n)	Appropriate breaking mechanism in 1:16 gradients	

## **2. Tender Evaluation Process:**

- i. Equal preference will be given to both PDFs and PAFs for hiring vehicles under Unit rate system.
- ii. Lottery shall be conducted together for both PDFs and PAFs which is equal to the number of vehicles and additional 2nos. by intimating the convenient date of draw to all the participated in the enquiry. The date of draw shall be intimated by displaying on the Notice Boards in the O/o GM, Naini Area.
- iii. For the PDFs or PAFs who are selected in the lottery, the serial number will be given collectively without any preference to anyone. As per the ranking in the lottery, the vehicle orders will be awarded.
- iv. The PDFs or PAFs shall be allowed to deploy only one vehicle which on the name of the successful tenderer at any given point of time.
- v. If the tenderer is a Project displaced person / Project affected person, his/her tender should accompany the following.
  1. Letter duly signed by the tenderer with the following details.
    - a) Extent of land acquired.
    - b) Survey No.
    - c) Village.
    - d) Mandal.
    - e) Award No. & date.
    - f) Purpose for which it was acquired.
  2. Certificate from Govt/SCCL authority GM, Naini area certifying that the tenderer is a Project displaced person/Project affected person.
- vi. Eligibility of the tenderer under the above category is subject to verification of the genuineness of the details submitted by the tenderer.
- vii. Further, the eligible tenderers shall affix their own photograph in the format attached to this tender document for participating in tender.

Tenders without affixing their photo in the last page of the tender document will be summarily rejected.

- viii. If more than one tender document is received from the same person, such Tender schedules will be summarily rejected.
- ix. The PDFs or PAFs who are selected in the lottery will be sent for technical evaluation.
- x. On confirming the technical and commercial acceptability, the contract will be awarded as per the lottery serial numbers and the requirement of vehicles to SCCL authority.
- xi. In case of any dropouts or any unsuccessful tenderer among the above, additional PDFs/PAFs in the list (standby list) will be considered for award of contract as per the lottery list.
- xii. The standby list will be maintained for a period of 2 (TWO) years from the date of opening of this enquiry for future requirements of vehicles, if any.
- xiii. The Following procedure will be followed for awarding contracts for the hired vehicles as per the guidelines of Chief of Estates letter No. CRP/EST/Land loser/Misc/952 dated 02.08.2020.**

Clause no: (a): PDF/PAF himself/herself and his/her sons are eligible for filling tenders for contract of hired vehicle subject to the condition that contract for second vehicle should not be awarded to the PDF/PAF and his/her sons collectively during the one period.

Clause no: (b): The allotment of vehicle to PDF/PAF, including his/her sons, should be restricted to one vehicle at a time.

Clause no: (c): PDF/PAFs are eligible to file tenders for vehicles only in the Area where their house/land is acquired (e.g. PDF/PAFs of Naini Area are eligible to file tenders in Naini Area only), to avoid multiple tenders in other Areas and PDF/PAFs of all Areas are eligible for filing tenders for vehicles in Corporate Offices/establishments.

Clause no: (d): PDFs and PAFs of Government land are PDFs and PAFs as per rules and guidelines of the Government, mainly as per GO Ms.No.68 dated 28.04.2005 which is the R&R Policy of the State Government. Hence, PDFs and PAFs of Government land are eligible to file tenders for contract of hired vehicle.

**\*\*\* The SCCL reserves the right to reject or cancel all the tenders without assigning any reason.**

#### **TERMS AND CONDITIONS:**

1. The Contract shall be valid initially for a period of **4 years for 2WD AC Mini Bus** which may be further extended if SCCL desires so upto **1 year** at the same price terms and conditions of the initial order, based on condition of the

vehicle/ deployment status and performance. The tenderer should quote for latest model, first time registered vehicle as on the date of opening of the enquiry or after the date of opening the enquiry. Vehicles with permanent registration & valid fitness issued by Transport Authorities are only permitted for deployment and vehicles with temporary registration will not be accepted. The Vehicle documents must be available with the driver at all times.

2. The tenderers are advised to get themselves registered with the concerned statutory authorities for executing the contract with SCCL if awarded including GST Registration and submit legal documentary evidence. Any consequences arising out of non-compliance of the above will not absolve the tenderer from its obligations / responsibilities under the contract.
3. The tenderer should furnish copy of PAN Card, Aadhaar card along with their offer.
4. The tenderer shall deploy brand new vehicle within 60 days for 2WD AC Mini Bus along with driver(s) from the date of receipt of LOA or order. However, the successful tenderers will be permitted to commence the work with a vehicle of not more than 2 years old and shall replace the same within 90 days from the date of receipt of order. In case, the tenderer fails to deploy within the specified period, the order will be cancelled and EMD & Security Deposit shall be forfeited.
5. The tenderer shall clearly specify while participating in the tender that he/she will deploy only new vehicle.
6. The tenderer should follow all the labour legislations as amended from time to time including the Minimum Wages Act etc.
7. The tenderer should produce their bank account number with proof. Payment to the drivers shall not be less than minimum wages as per the act and the tenderer shall pay wages to the driver(s) through bank only. The contractor should produce previous month payment receipt to the drivers made as per Minimum Wages Act / Rules along with bills.
8. Duration of availability of the vehicles is 24hrs per day.
9. The applicable minimum wages effective from 01.10.2025 as per SCCL circular no: CRP/PER/IR/M/361/1287; Dt: 27.10.2025 of GM (PER) is furnished below.

Rates wages including VDA per day in Rs.				
Sl. No.	Category	A Area	B Area	C Area
1.	Unskilled	805	674	541
2.	Semiskilled/Un skilled supervisor	893	760	632
3	Skilled/Clerical	981	893	760
4	Highly skilled	1065	981	893

The minimum wages shall be revised from time to time as per the revised circulars/rates notified by the Central Govt./SCCL

10. The Vehicle is required to be provided on all working days of the Mine including weekly play days and holidays. For Vehicles hired on 24 hours basis, Eight Hours/week will be spared on weekly holidays for maintenance works. Three drivers are to be deployed for 24 hours Vehicles.
11. The successful tenderer (PDFs/PAFs) shall opt for Toll payment by FAST TAG only in view of saving of time and fuel at the Toll plazas on National highways toll payments. During the outstation journey other than national highways, payment of required Toll fee(s) shall also be borne by the vehicle driver/owner. The Toll fee shall be included in the current monthly bill along with documentary proof (printout of each transaction received in their Mobile phone, in case of Fast Tag Transactions) duly certified by the user department.
12. The Vehicles shall be insured for comprehensive risk and under no circumstances; SCCL shall be made liable for any damages. The driver and passengers should also be covered by suitable insurance policy obtained from Nationalized Insurance Companies as per the laws prevailing in the State. A copy of the comprehensive insurance policy certificate should be submitted to Area Transport Officer/concerned officer during the operation of contract.
13. SCCL is not liable to pay any compensation in case of any accident caused by/to the hired vehicle in respect of such vehicle or driver or cleaner or the third party. The owner and the insurance company are only liable to pay any compensation in case of such accident by/to the hired vehicles.
14. The equal contribution of 7% towards pension and 12% of wages towards CMPF by contractors workers engaged on various outsourced activities through Contractors/Agencies in the SCCL and contractors respectively consequent upon the amendment of paragraph-3 of Coal Mines Pension Scheme, 1998 vide, Coal Mines Pension (amendment) Scheme, 2018 and Gazette Notification No. G.S.R.540(E) dated.08.06.2018 issued by Joint Secretary to the Govt. of India, Ministry of Coal, New Delhi communicated through the Ministry of Coal's letter No. 20/110/2/2016-CMPF(PRIW-III), dtd.13.06.2018.

a) The following contribution of Employee's (contractor's workers) & Employers (Contractors) towards Pension under CMP (Amendment Scheme 2018 and CMPF.

Contribution towards	Percentage of Employee's contribution (contractors' employee)	Percentage of Employer's (contractors) contribution
Pension	7% of the salary of the employee's calculated on payable Basic and Variable Dearness Allowance (VDA) i.e. minimum wage including VDA	7% of the salary of the employee's calculated on payable Basic and Variable Dearness Allowance (VDA) i.e. minimum wage including VDA
CMPF	12% of wages i.e. minimum wage including VDA	12% of wages i.e. minimum wage including VDA
Administrative charges	-	0.72%

15. The equal contribution of 12% and 7% towards CMPF and pension respectively from the contractor's driver and the Contractor (PDF/PAF) will be deducted from the monthly bill and the same will be remitted to the CMPF authorities by SCCL towards CMPF and CMPS for the driver.
16. As per Circular No: CRP/PER/IR/1495, Dt:21.11.2022 issued by Director (PA&W), the base rates & extra hour rates are to be calculated using PVC formula by taking minimum wages of Skilled worker from minimum wages circulars released from time to time. The following are factored in the unit rates.
- A. Component of CMPF @12%, CMPS @7% & Administrative charges @0.72% are factored in the monthly estimated rates and also in the PVC formulae.
  - B. 10% profit margin is also factored in the monthly estimated rates.
17. The monthly rates, Rate per extra KMs run per month, additional charges per hour for utilization of vehicle beyond scheduled hours on any day and daily allowance for driver out station trips will be paid.
18. The base rates are calculated as per the Lr.No. CRP/PPP/Cost Estimate/2025/93; Dt: 28.07.2025 with CMPF 12%, Pension 7%, administrative charges 0.72% and 8.33% bonus is considered.
- a. If the Vehicles are required to be taken outstation for emergency use, outstation allowance will be paid to the Driver. Mere intimation to the driver is enough in respect of outstation trips.
  - b. The Driver is eligible for full D.A if the distance is more than 32 KMs and his stay exceeds 12 hours. The Driver is eligible for half D.A if the distance is more than 32 KMs and if the stay is more than 8 hours and less than 12 hours.
  - c. Irrespective of the distance and time for the journey/stay within the Area, no D.A will be paid to the Driver.
    - \*For the purpose of payment of D.A, the jurisdiction of the Area will be the same as the Area defined by Area GM of SCCL.
  - d. Naini Area includes GM office, Angul and Naini Mine, Chhendipada.
  - e. In case of continuation of stay after 24 hours, half D.A. will be paid if the extended stay exceeds 8 hours only.
  - f. Addl. Charges per hour beyond scheduled hours for out station trips will not be applicable
19. The cost of diesel, Lubricants, repairs, Taxes, Insurance and any other incidental expenses in running the Vehicles shall be borne by the Tenderer.
20. The Vehicles are required to be operated in Open Cast Mines/ other mines within the quarry and mine premises and other places also as per requirement of mine authorities.
21. The Speedometer shall always be in working order for all Vehicles with provision to read fraction of KM. Starting and closing time counts and Speedometer reading will be given by the concerned official to whom the

Vehicle is attached for daily run. The trip sheet/Log Book should be maintained and should be available with driver for obtaining the official's signature for the trip made.

22. The SCCL will have right to shift the Vehicles in any place of the company premises and the contractor should shift the hired vehicles to any place of the company within 7 days time after receipt of the intimation. However, they will be adjusted against sanctioned vacancies within area / region to the possible extent. Further in case of Project displaced persons/Project affected persons, choice will be given to shift or withdraw without penalty.

23. **Penalties:**

a. The contractor should positively deploy the vehicle within the stipulated period as per the order terms and conditions. If he/she fails to deploy the vehicle within the stipulated period, a penalty of **Rs.450/- per day** will be recovered from the contractor's future bills. The Area GM / Head of Department will take a decision either to penalize the contractor or cancel the order depending on the need & situation (From the date of completion of the lead period and till the deployment of vehicle).

b. The Contractor has to provide alternative Vehicle of similar type on any day if the regular Vehicle is not available for any reason except for the maintenance period. If vehicle is stopped due to trouble or if any stoppage occurs in the middle of the journey, an immediate substitute is to be provided to the place specified on request.

c. If the contractor fails to provide the vehicle, a penalty of amount which is equivalent to proportionate amount payable per day or the amount paid to the other agency for hiring alternate vehicle, whichever is more shall be deducted from the contractor's monthly bill towards penalty per day for non-deployment of vehicle.

d. If the Vehicle is taken out of station for any major overhauling/repairs etc., the tenderer shall provide alternative Vehicle of similar type for the period during which the original vehicle was under repairs. If the contractor fails to provide alternative vehicle, CGM/GM of the Area will engage another hired Vehicle and the actual cost incurred by SCCL will be recovered from the successful tenderer payment. The alternative vehicle so engaged shall be of similar type and in fit condition and can be deployed up-to a maximum period of 2 months other-wise penalty @ Rs. 450/- per day is applicable.

24. The SCCL will not be held responsible for any Taxes, dues, loans or debts on the vehicles provided by the PDF/PAF and should ensure no involvement of SCCL on such accounts.

25. The vehicle shall be insured for comprehensive risk and under no circumstances the SCCL shall be made liable for any damages. The Driver and passengers should also be covered by suitable insurance policy obtained from Nationalized Insurance Companies as per the laws prevailing in the State. Policy should cover No. of passengers as per the approved capacity of the vehicle. A copy of the comprehensive insurance policy certificate should be submitted to Area Transport Officer/Concerned officer during the operation of the contract.
26. Vehicle registered for the first time after date of opening of the enquiry are only to be deployed for the above purpose. Good and road worthy condition Vehicles with perfect front and rear suspension and comfortable seats are to be made available. The vehicle should be maintained in FIT condition as per the Rules & Regulations of R.T.A.
27. The driver deployed on the vehicle should have minimum 5 years of experience from the date of obtaining Transport driving license. The Driver must be well dressed and exhibit the obedience and courtesy to the passengers traveling in the Vehicle. The driver provided to the Vehicle should possess a valid Driving License and should be of Minimum 23 years of age and not above 60 years. Before engaging the Vehicles on Contract work, the Vehicles will be inspected by the concerned Auto Workshop Engineer / Concerned officer and after certifying its suitability only, the vehicle will be taken for Contract work. After awarding the Contract, the Speedometer of the Vehicle will be checked by the Auto work shop Engineer/concerned officer for every 3 months for calibration and also surprise check of the speedometer will be done by the concerned Area Committee at any time. Hence, speedometer should always be in working condition. The seat covers should always be maintained in trim condition and should be given for washing for every two weeks. If the seat covers get spoilt, the same should be replaced with new covers.

28. **PAYMENT TERMS: 2WD AC Mini Bus 22+1 Capacity:**

Type of Vehicle	Monthly Run	24 hrs/day in Rs.	Extra KM (Rs/KM)	DA for Driver for Outstation Trips (In Rs)
2 WD AC Mini Bus 22+1 seating capacity	3000 KM	1,86,078	13.30	332

*\* (The above prices for 2WD AC Mini bus are calculated by considering the diesel price 94.05 Rs/Ltr. as on 13.01.2026 at Angul, Odisha state, Basic Wages for Driver(skilled) is Rs: 760/- per day and 8.33% bonus is included in unit rates and PVC Clause) as per the letter no: CRP/PPP/Cost Estimates/2026/10; Dt: 03.02.2026.*

29. **PRICE VARIATION CLAUSE:**

Note: As per Circular No: CRP/PER/IR/1495, Dt:21.11.2022 issued by Director (P, A&W), the base rates & extra hour rates are to be calculated using PVC formula by taking minimum wages of Skilled worker from minimum wages circulars released from time to time.

To take care of revision on diesel oil prices, the successful tenderer will be allowed revision on pro-rata basis as per the formula.

- a. Basic wage per Driver (Skilled) at Area "C" is Rs. 760.00 per day
- b. CMPF @12%, CMPS @7%, administrative charges @0.72% and 8.33 % for bonus is considered.

**a) New Rate per month**

= [Order Rate per month] + [{M x Variation in HSD rate x scheduled KMs Run} + {30 x MF x 1.2805 x variation in min. wages per day}]

**b) Extra KM Rate:**

(Old Rate per KM) + [M x Variation in HSD Rate]

Where M= 0.111 & MF=3.0 for 24 Hrs availability

**c) DA for outstation trips:**

**New DA = Old DA\* (Latest AICPI / Old AICPI)**

(AICPI for the quarter ending Jul – 2025-Sep25 = 423.26)

**NOTE:** The above formulae is as per the circular Lr no: CRP/PPP/Cost Estimates/2026/10; Dt: 03.02. 2026. The above PVC formulae and monthly slab covers CMPF-12% + Pension-7% & 0.72% administrative charges and bonus @8.33%.

- a) 100% payment will be arranged for value of the work done on receipt of the bill in complete shape. However, the payment will be subject to TDS recoverable as per statute. A Certificate will be given for the TDS recovered by the Company, within one week after remitting the same to Government.

The taxes ruling from time to time are applicable. Contractor has to pay professional tax as per the provisions of the Act and submit copy of the Tax payment vouchers to Dy.GM (F&A), Naini Area.

If the tenderer fails to provide the vehicle during the contract period, monthly bill shall be allowed after deducting the proportionate amount for the days the vehicle is not deployed. This deduction is apart from the penalties.

29. SCCL reserves the right to cancel the allotted tender work during the contract period of 4 years or extended period at any time without assigning any reason with one month notice. If the tenderer wants to withdraw, he/she should give 90 days' notice and EMD and security deposit shall be forfeited.

30. The agency has to comply with RTA Rules and shall be in possession of necessary permission, license etc., to ply the vehicle on hire. Copy of the Registration Certificate of the vehicle is to be submitted while commissioning the contract.
31. The driver with the Vehicle has to report to the designated Officer at the specified time every Day. The driver shall be provided with a mobile phone by the firm / contractor at his own cost. The driver shall keep the mobile phone always in his possession.
32. Agreement is to be entered within 30 days from the date of commencement of order on **Rs.200/-** non-judicial stamp paper. Bills shall be payable only after receipt of agreement bonds by the concerned paying authority of the area.
33. In all cases of disputes, the decision of SCCL shall be final. The Courts of Kothagudem (District: Bhadradi Kothagudem) in the State of Telangana only shall have jurisdiction to deal with and decide any legal matter or dispute whatsoever arising out of this contract.
34. The tenderer shall keep their offer validity upto the stipulated period of 180 days. Withdrawal of their offer during validity/ extended validity will lead to forfeiture of their EMD amount if so paid and they will not be considered in future enquiries.
35. The filled-in sealed tenders must be super scribed with the name of the work, closing date and opening date. The tenders not bearing the full superscription are liable to be rejected unopened.
36. The Successful Tenderer shall have to deposit a sum of Rs.5,000/- (Rupees Five Thousand only) per vehicle as Security Deposit by way of DD within two weeks from the date of commencement of the work. Security deposit of Rs. 5,000/- will bear no interest and will be refunded after 3 months from the date of expiry of the contract period and on satisfactory completion of the work.
37. The Contract is liable for termination in cases where:
  - a. There is continued default by the Contractor for three days and if the concerned officer certifies that the performance of the contractor is not satisfactory.
  - b. The performance of Contractor is unsatisfactory at any stage.
38. Pollution under Control Certificate is to be obtained from the concerned Statutory Authorities from time to time and the Certificate is to be kept available in the vehicle.
39. The Successful Tenderer should provide minimum 3 pairs of Khaki uniform to the Drivers as per RTA Rules and also provide identity card to the driver at his or her own cost. The Vehicle driver must wear the uniform and identity card on duty hours always. If he does not wear the uniform and identity card, he will

not be allowed for duty and vehicle is deemed as not deployed for that day / days.

40. The Successful Tenderer should deploy a permanent driver having valid driving license and he/she should be familiar with the antecedents of the Driver and he/she will be held responsible for any misdeeds of the Driver which cause inconvenience or discomfort to the users. If required SCCL has got right to verify the antecedents of the driver from Police Department. SCCL has got right to ask contractor to replace the driver if his antecedents / behavior is not satisfactory.
41. As far as possible, the Successful Tenderer should not change the driver without the permission of the concerned Officer. If the performance of the Driver is not satisfactory, the Driver should be changed as per the advice of the concerned officer.
42. If the Successful Tenderer fails to fulfill the contract conditions and service is stopped due to failure, security deposit of Rs. 5,000.00 per vehicle will be forfeited and risk hire charges shall be recovered from the Contractor and contract will be terminated without any prior notice.
43. Any contravention by successful tenderer or any person employed by him/her or acting on his/her behalf or any of the terms of contract or any of the provisions or any Act, Rules, Regulations or company's standing orders or any rules regarding conduct and discipline as formulated by the Company would be communicated in writing to successful tenderer or to the person acting on his behalf by Area General Manager/ GM (E&M), (Transport). After having been informed of such contravention, if he/she fails to take appropriate action, Area General Manager/GM (E&M), Transport has the right to refuse the person responsible for such contravention to enter into the premises of the company's establishments till the cause of such contravention is removed or informed in writing of the corrective action taken by Contractor with an assurance about non-recurrences of such contravention.
44. Area General Manager / GM (E&M), Transport is the authority to determine whether there is failure on the part of the contractor regarding providing of Vehicle services. In case of any appeal against the Area General Manager/ GM (Transport), decision shall lie with the Director (Operations)/Director (E&M)/Director (P&P) and his decision would be final and binding.
45. The SCCL is not liable to pay any compensation in case of any accident caused by/to the hired vehicle in respect of such vehicle or driver or cleaner or the third party. The owner and the insurance company are only liable to pay any compensation in case of such accident by/to the hired vehicles.

46. SCCL is not responsible in any way for the safety of the hired vehicle during the period when the vehicle is at its disposal, but the owner of the hired vehicle is responsible for the safety of such vehicle.
47. The owner of the hired vehicle shall be liable for payment of any compensation, damages etc. that may be awarded by any competent authority in case of accident caused by / to such hired vehicle. The SCCL shall not be responsible for any such payment. The Owner of the hired vehicle agrees to pay any compensation that may be awarded by any forum/tribunal in respect of any motor accident caused by/to such hired vehicle.
48. The owner of the hired vehicle agrees to indemnify the SCCL for any loss or damage suffered or compensation paid by it due to any Motor Accident caused by/to such hired vehicle.
49. The owner of the hired vehicle shall inform in writing to the concerned insurance company with which the subject vehicle is insured about the hiring of his vehicle with the SCCL and the conditions thereof, under intimation to the SCCL.
50. The Successful Tenderer should furnish a letter once in three months from the financier that installments are paid up-to date if applicable otherwise succeeding month bill will not be passed.
51. The Successful Tenderer has to provide a minimum amount with driver as imprest Cash which is equivalent to cost of one tank full of diesel plus Rs.1000/- to attend any break down / maintenance / to arrange a vehicle in case the vehicle is stopped.
52. The Successful Tenderer should not sell the contractual rights to any other person /agency during the tenure of contract. Power of authority for execution of the contract also cannot be assigned to any other person / agency during the contract period and breach on this account is liable for termination of order. Payment of monthly bills will be released in the name of the contractors only and no authorizations will be entertained. Further, the Contractor should nominate their authorized representative, if required.
53. At the time of deployment of vehicle by the contractor, he/she has to give names of eligible Drivers to be engaged during the entire requirement as per NIT. In case of absence of permanent driver, the stand-by driver only has to be engaged. Further, the Drivers have to hold Identity Cards with full address, Photograph etc., and those identity cards are to be signed by Area Auto Workshop Engineer/Concerned officer at area, after furnishing the information by the Contractor about the antecedents.

54. The drivers deployed shall undergo training at MVTC, Medical Examination as per SCCL rules in Vogue.
55. The new order validity starts from the date of deployment of either new vehicle or alternate vehicle as said above.

56. **Deployment of Manpower:**

Drivers to be engaged from PDF/PAF/VSS around Naini Mine as per the clause mentioned below.

- a) First preference for employment shall be given to Project Displaced families (PDFs) & Project Affected Families (PAFs) and then to VSS and then other local persons.
- b) The successful bidder shall also give preference to local persons in skilled category and shall employ as many as possible.
- c) A local person means persons from PDFs, PAFs, VSS and persons belonging to local area where coal mining operations are being carried on or shall be carried on in future.

57. **Taxes etc.:**

- a. Notwithstanding anything contained in NIT document, Taxes and other statutory levies including Service tax if any applicable during the execution period of the contract will be to contractor / agency account.
- b. The payments to contractor are subject to TDS u/s 194 C of the Income tax Act.1961 and rules and other regulations specified there under.
- c. Introduction of new taxes / duties or with-drawl of taxes / duties if any shall be to the account / credit of SCCL as the case may be.  
The Contractor has to follow tax rules as amended from time to time by the government.
- d. The Successful Tenderers shall confirm to deploy the vehicle for another 1 year over and above the ordered period of 4 years as the case may be, If SCCL desires for extension of contract on same rates, terms and conditions.

**Note:** The vehicle engaged on hire basis come under the category of "Rent- a-Cab scheme operator's Service" under the GOODS and Service Tax provisions. GST will be paid by SCCL under RCM to Government, if the bidder is unregistered under GST.

**Note:**

1. The Project displaced persons/Project affected persons shall enclose the documentary proof of being PDF/PAF.
2. The tenderer(s) shall sign on all the pages of NIT terms and conditions.
3. Tender documents can be obtained from O/o. General Manager, SCCL, Angul on any working day between 10:00 a.m to 16.30 p.m on payment of Rs. 590/- (inclusive of 18% GST) towards Tender processing Fee. The bank account details are provided below.

DESCRIPTION: THE SINGARENI COLLIERIES COMPANY LTD. ANGUL  
ACCOUNT NO: 62478122741  
IFS CODE : SBIN0000007

4. The Tender documents along with Application for participating in Tender and proof of payment of Tender fee to be submitted/posted in a sealed cover clearly super scribed with Enquiry Number & Date, Date of Opening the Enquiry, Name of Person with Address & Phone Number to the following Address before the Closing Date & Time

**The General Manager, Naini Area  
The Singareni Collieries Company Ltd  
Turanga, FCI Road, Bikash Nagar  
Angul, Odisha--759123**

(Copy of NIT consists of 14 Pages)

## APPLICATION FOR PARTICIPATING IN THE TENDER

Date: 27.02.2026

To  
The General Manager, Naini Area  
The Singareni Collieries Company Ltd  
Turanga, FCI Road, Bikash Nagar  
Angul, Odisha--759123

Dear Sir,

Sub: Hiring of 1 No. of 2WD AC Mini Bus 22+1 seating capacity 3000KM run per month with 24 Hrs availability for conveyance to employees from Angul Town Ship to Naini coal mine under unit rate system for a period of 4 years-reg.

Ref:

I/We submit my/our acceptance for providing of any 01 No. 2 WD AC Mini Bus latest model/first time registered after opening of the enquiry, as per NIT specifications along with Drivers at SCCL on hire basis for a period of 4 years as the case may be with our fuel.

I have agreed to abide by all the terms and conditions mentioned in the NIT and also declare that I am not employed in Govt./PSU/any other Organizations.

Enclosed: Proof of Project Displaced persons/Project affected persons YES/NO.

Photo of the  
Applicant

Full Address:

Yours faithfully,

NAME:

PDF/PAF:

Mobile No.

Please enclose Aadhaar card, Pan card & Copy of certificate (PDF/PAF)