

**NORTHERN COALFIELDS LIMITED**  
**(A Govt. of India Undertaking)**  
**P.O. KHADIA PROJECT,**  
**DIST: SONEBHADRA (U.P.), PIN CODE 231 222**

**Vehicle Hiring Notice No. NCL/KHD/E&M/T/2017-18/922**

**Date: 19.05.2017**

Application are invited from vehicle owner who are registered at NCL, Khadia Project for providing of vehicles as below:

Sl.No	Description	Hiring Charge (Rs./day)	No. of Vehicles required	EMD
1	Hiring of Utility Van (Camper / XENON /Utility Van / equivalent) for 24 Hrs operation for 730 days	1420.00	2	10000.00 per vehicle

The detailed terms and conditions for vehicle hiring document can be had from the office of the undersigned free of cost during working hours or any working day from 19.05.2017 to 01.06.2017 or can be downloaded from NCL Portal.

Offer should be submitted in two separate envelopes.

Envelope -1 should contain the following.-

- i) Complete set of vehicle hiring document duly filled in, signed and stamped on all pages
- ii) Earnest money of **Rs.10000.00 (Ten thousand)** per vehicle in the form of DD/BC in favour of Northern Coalfields Limited,Khadia Project, payable at SBI, UBI, Allahabad Bank and UCO Bank, Shaktinagar.
- iii) The bidders/tenderers have to furnish the details of their Bank A/c. Nos. Name of the Bank, Address of the Bank and Branch code as mentioned in Annexure B.
- v) An affidavit on non judicial stamp paper (sample of affidavit is provided in this vehicle hiring document in Annexure A) has to be submitted by the Vehicle Owner.
- vi) Copy of Permanent Account No. (PAN) issued by income tax department.
- vii) Copy of valid service tax registration, if it is applicable as per ceiling limit of service tax rule. Otherwise a certificate from a practicing Chartered Accountant having membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax has to be submitted..
- xi) Credentials duly authenticated by the bidder, in support of his/her qualifications in accordance with the eligibility criteria ,Point no.11 of vehicle hiring document.

Envelope No. 2 shall contain Discount Bid Format. Both the envelopes should be super scribed with notice no. for which discount bid offered. Completed bid should be dropped in the tender box kept in the office of Staff Officer (E&M), Khadia Project **upto 11.00AM dated 02.06.2017** which shall be opened at **05.00 PM dated 02.06.2017**. Issue of the discount bid format shall not automatically mean that bidders are considered qualified to undertake such work.

Vehicles which have completed not more than three years from the date of its first registration till the date of issuance of this notice will only be hired. The hiring will be done for a minimum of three month period to a maximum period of five years period. The hiring contract will

automatically be terminated on the date when the registration period completes five years. The hiring charges will remain same till it is revised and notified to this effect. **Preference will be given to the latest model/ newer vehicle in case of multiple choice available for hiring.** No fuel will be provided by the company Diesel Cost will be reimbursed only with the monthly bill.

On completion of formalities the letter of Acceptance/ Work Order will be issued. The Company does not bind itself to accept the offer and reserves the right to reject any or all the offers without assigning any reasons whatsoever.

All the pages of the terms and conditions for vehicle hiring documents shall be duly signed and stamped by the bidder as a mark of acceptance of the hiring conditions.

No postal transaction shall be accepted for obtaining/submission of quotation documents.

For further details, please log on NCL Web Site i.e.[www.nclcil.in](http://www.nclcil.in)

**STAFF OFFICER (E&M)**  
**NCL, KHADIA PROJECT**

cc to: CVO, NCL, Singrauli  
cc to: G.M.(E&M), NCL, Singrauli  
cc to: GM, System/HQ... Kindly arrange to display on the NCL portal  
cc to: GM/Khadia Project.  
cc to: GM, All Projects/Units of NCL : Kindly arrange to display on the notice board.  
cc to: AFM, Khadia Project  
cc to: Notice Boards, NCL Khadia Project

## **VEHICLE HIRING DOCUMENT**

To,  
The Staff Officer (E&M)  
Khadia Project,  
PO Khadia, Dist. Sonebhadra, UP  
PIN - 231222.

Sub : Letter of offer for the Vehicle Hiring Notice No. NCL/KHD/E&M/T/2017-18/922  
Date:19.05.2017

Dear Sir,

**No. of Utility Van (Camper / XENON /Utility Van / equivalent) offering : .....**

**I / We** offer to execute the work in accordance with the conditions of the above referred notice as available in the Notice Board. The details of the EMD being submitted by us has been furnished along with this offer.

This offer and your subsequent Letter of Acceptance / Work Order shall constitute a binding contract between us.

**I / We** hereby confirm our acceptance of all the terms and conditions of the above referred notice document unconditionally.

Yours faithfully

**Signature of applicant with date and seal**

1. Name of Signatory:
2. Mobile/Telephone Number:
3. E-Mail Address:
4. DD no., Date & Amt:
5. Postal Address:

## FORMAT FOR OFFERING DISCOUNT RATE OVER THE SOR

<b>HIRING OF JEEP/ BOLERO/ EQUIVALENT</b>				
<b>Type of Vehicle</b>	<b>Hiring Rate for 12 Hr Operation</b>	<b>Hiring Rate for 24 Hr Operation</b>	<b>Quoted Offered Price for 12 Hr by the party</b>	<b>Quoted Offered Price for 24 hr. by the party</b>
For Diesel Covered Jeeps plying Generally outside Mines	980.00	1410.00	<b>Quote offered rate in Price Bid</b>	
For Diesel Covered Jeeps plying mostly inside as well as outside Mines	1000.00	1430.00	<b>Quote offered rate in Price Bid</b>	
For Diesel Covered Jeeps plying mostly inside Mines	1020.00	1450.00	<b>Quote offered rate in Price Bid</b>	

## HIRING OF CAR FOR PROJECTS/ HQ

<b>Type of vehicle</b>	<b>12 Hr Operation</b>		<b>24 Hr Operation</b>		<b>Quoted Offered price for 12 hr by the party</b>		<b>Quoted Offered price for 24 hr. by the party</b>	
	<b>INDIGO</b>	<b>INDICA</b>	<b>INDIGO</b>	<b>INDICA</b>	<b>INDIGO</b>	<b>INDICA</b>	<b>INDIGO</b>	<b>INDICA</b>
CARS FOR GMs (Rs/Day)	840.00	810.00	1270.00	1240.00	<b>Quote offered rate in Price Bid</b>			

<b>HIRING OF UTILITY VAN</b>		
<b>DETAIL</b>	<b>24 Hr. Operation</b>	<b>Quoted Offered price for 24 hr. by the party</b>
Hiring Charges (Rs. / Day)	1420.00	<b>Quote offered rate in Price Bid</b>

**Signature of applicant with date and seal**

## **TERMS AND CONDITIONS FOR VEHICLE HIRING**

### **A) GENERAL CONDITIONS**

- 1 Vehicles with Taxi Permit in MP/UP/ MP&UP state only will be considered and hired and must be registered in UP..
- 2 No fuel will be provided by NCL, Diesel cost will be reimbursed only with the monthly bill.
- 3 For vehicles hired for running in mines for 12 or 24 hrs. duty movement outside the NCL command area will not be allowed.  
Only vehicles hired for running outside mine areas will be permitted to move beyond the command Area of NCL.  
The utility vans/pick-up vans are deployed to move men and material to increase the working hours. To meet the breakdowns and maintenance requirements utility vans will be allowed to move to the required work places even for the assistance to other projects. In such cases approval of the competent authority, recording in log book and authentication of GM/DY.GM concerned is to be ensured.
- 4 For movements of specific purposes hiring of vehicles will be done with prior approval. Such movements will cover the Team visits, Auditors movements and specific requirements of VIPs or other official work. For this purpose the hiring is to be done on day/KM basis as and when required.
- 5 For hiring vehicle the average run per liter of diesel is indicated below based on experience & existing norms:

VEHICLE	AVERAGE RUN
Innova /Tata Safari/equivalent	10 Km/ Ltr
Camper /XENON/ Utility Van / equivalent	11 Km/ Ltr
Scorpio /Xylo /Tavera / equivalent	11 Km/ Ltr
Bolero or equivalent	12 Km/ Ltr
Indigo / ITEOS /Swift Desire /equivalent	14 Km / Ltr
Indica	18 Km / Ltr

- 6 NCL's authorized representative / Light Vehicle In-charge shall have the right to inspect the vehicle at any time without notice.
- 7 NCL shall not be responsible/ liable for any loss, injury or theft during working/ contract hours of the engagement of the vehicle towards the contractor or vehicle.

### **B) ELIGIBILITY CRITERIA**

- 8 a) The contractor who have registered as a vehicle owner can only submit his/her/their offer and can offer for one or more vehicles.  
  
b) In case of failure of L1 bidder to meet the full requirement then the balance requirement will be awarded to other bidders, in sequence, if they are agreeable to work at L1 rates, Terms & Conditions

- 9 The contractor shall have a valid **Permanent Account Number (PAN)**. (In case of proprietorship firms, PAN card in the name of proprietor will be accepted. For other firms like company or partnership firms, only the PAN card issued in the name of firm will be accepted.) and **Service Tax Registration** (if applicable).
10. Vehicles which have completed not more than three years from the date of its first registration till the date of issuance of Hiring Notice will only be hired.
11. Following documents are to be submitted for vehicle hiring along with the vehicle offer letter of the contractor:
  - a) Vehicle Registration Card (RC)
  - b) Fitness certificate.
  - c) Valid Taxi permit.
  - d) Valid first part comprehensive insurance.
  - e) Pollution clearance certificate.
  - f) Valid driving license of driver.
  - g) Notorised Affidavit as per Annexure A
  - h) Dully filled up Annexure B
  - i) Dully filled up Annexure C (if required)
  - j) Copy of with valid LMV Driving License on the date of submission of offer.  
Drivers shall have experience of not less than three years.

### **C) HIRING PERIOD**

- 12 The hiring will be done for a minimum of one month period to a maximum period of five years.
- 13 The hiring contract will automatically be terminated on the date when the registration period completes five years. In no case the hiring will continue after five years of registration.
- 14 On completion of one hiring contract, extension of the contract can be done for next one one year period or till the hired vehicles registration completes five years of original period of hiring whichever is minimum.

### **D) EMD AND SECURITY DEPOSIT:**

- 15 Once the hiring notice is issued, the notice period will be given for a minimum of 15days. The offer letter will be received by the hiring office along with the DD/BC of Rs. Ten thousand only as Earnest Money and recorded by the hiring authority or his authorized person.
- 16 The Security Deposit shall be 10% of the total contract value. Earnest Money deposited shall be retained as initial Security Deposit. The balance amount of Security Deposit will be recovered in ten equal installments per year from the monthly running bills.

- 17 REFUND OF EMD: To get a refund of EMD ( in case of unsuccessful party) the contractor shall submit MANDATE E- PAYMENT FORM FOR ELECTRONIC FUND TRANSFER / INTERNET BANKING PAYMENT (Annexure-B) along with EMD as per the format given in this documents.
- 18 REFUND OF SECURITY DEPOSIT: All security deposit shall be refunded to the contractor on expiry of one month from completion of the hiring period subject to company's right to deduct / appropriate its due against the contractor under this contract or under any other contract between NCL and the same contractor.
- 19 On receipt of work order the contractor shall accept work order within ten working days from the date of issue of Work order. Failure to accept the work order issued by NCL within ten working days work order shall entail the hiring office to cancel the letter of acceptance of work order and forfeiture of the earnest money.

#### **E) TAXES AND DEDUCTIONS**

- 20 Hiring of vehicles service is covered under the revenue charge Mechanism as defined under Rule 2(1) (d) of Service Tax Rule 1994. Thus service tax will be paid / reimbursed as per Service Tax Rules.
- 21 The CMPF deduction will be as per the norms of CIL i.e. @ 12.72% of wages. Employer's contribution including administrative charge is to be reimbursed by NCL on submission of documentary evidence with the subsequent month's bill. It will be application in case of continuous hiring of vehicles. (It will not be applicable in case of day / KM basis hiring).

#### **CMPF INCLUDING ADMINISTRATIVE CHARGES PER DAY:**

As per present wages of 02 nos Driver (Skilled) @ 12.72% ,based on engagement of Drivers

- 22 The TDS as per Rules/ Norms will be made from the running bills.
- 23 Availability of the vehicle at the time of need by allotted / demanding officemust be ensured. Routine checkup / Daily maintenance of the vehicle should be done by the contractor during idle time/ hours, pre-arranged after discussion with user/ controlling officer.
- 24 In case of non-availability of vehicle for more than four hours proper substitute of the vehicle to the Management's satisfaction will be provided the contractor immediately without any extra charge, failing which NCL management will recover the additional amount due to hiring from alternative source in addition to the deduction of rental charge for the vehicle unavailable period.

#### **F) OTHER CHARGES PAYABLE TO CONTRACTOR**

- 25 Diesel is to be arranged by the Vehicle Owner. **The vehicle must have sufficient diesel to run 250 KM at any moment.** For vehicles hired on monthly basis the cost of diesel shall be reimbursed on KM basis as per actual or as per Shaktinagar outlet price

whichever is less on submission of cash-memo / receipt from authorized outlet on fortnightly / monthly basis.

- 26 **NIGHT ALLOWANCE** of Rs.150.00 per night will be paid if the vehicle run during the trip is more than 200 KM per day for out station duty. Also if the night stay is required, the same must be recorded by the controlling officer/ user in the log book.
- 27 Night half charges will not be paid in any case for the vehicles hired for duty within mine area.
- 28 No OT will be paid for more than two hours in addition to normal 12 hours duty, excluding outstation duty. In the log book specific entry of OT duty is essential for 24 hours duty vehicles no OT is admissible.
- 29 The incidental charges other than repairs and maintenance like Toll Tax, parking charges, other state entry Tax, etc. will be reimbursed on the production of original receipt. Other than above all statutory payment like Road Tax permit, insurance, Non-pollution certificate etc. will be borne by the contractor.

#### **G) CONTRACT AGREEMENT**

- 30 After acceptance of offer by hiring office and issue of work order to the contractor to proceed with the work, the contractor shall enter into and execute contract agreement (for the awarded value of Rs.5.00 lakhs and above) in the company's prescribed form.
- 31 The cost of the stamp papers for the contract agreement shall be borne by the contractor. Required number of sets of contract document/ agreements shall be prepared by the contractor at contractor's own cost and signed by both the parties. One set will be supplied to the contractor and the other copies will be retained by the company which shall be distributed to the concerned department.
- 32 All additional copies should be certified by the Engineer-In-Charge otherwise the copied document will not be taken into consideration for any purpose.
- 33 The process for entering into the agreement within NCL and the contractor will be done as per the prevailing manual system. Following documents are to be submitted for vehicle hiring along with the vehicle offer letter of the contractor:
  - k) Vehicle Registration Card (RC)
  - l) Fitness certificate.
  - m) Valid Taxi permit.
  - n) Valid first part comprehensive insurance.
  - o) Pollution clearance certificate.
  - p) Valid driving license of driver.
  - q) Notarised Affidavit indicating non-involvement of the contractor in any criminal case



34 The Agreement will incorporate all agreements between NCL and the contractor, Following documents must be combined, binded and signed within one month following issuance of Work Order.

- a) Hiring notice
- b) Vehicle Offer letter from contractor
- c) Discount Offer /Terms and conditions for Vehicle Hiring
- d) Work Order issued to the contractor.
- e) All documents as required in Eligibility Criteria.

#### H) CONTRACTORS RESPONSIBILITY

- 35 Contractor must be the owner of the vehicle or a power of attorney holder from the owner of the vehicle to run the vehicle under contract period.
- 36 Hiring office will ensure that drivers are paid as per norms and then only payments will be disbursed. Contractor should ensure Driver's Salary to be paid as per notification of Minimum wages by respective State Government.
- 37 Drivers shall have experience of not less than three years with valid LMV Driving License on the date of submission of offer. Valid LMV Driving License shall be submitted before start of work failing which NCL will have full right to cancel the work order.
- 38 **ACCIDENTS:**It is an unlikely situation, but in case of an accident of hired vehicle, no claim on account of damage to the vehicle, driver or damages to any third party shall be admissible by NCL. The liability of any such damage/ loss will be of the contractor and NCL shall in no way be liable for any such loss or damage.
- 39 The contractor shall not use the vehicle under contract for any other purpose during existence of contract without written consent of the company.
- 40 The contractor will be responsible for meeting all statutory obligations like registration of vehicles, road tax, fitness and comprehensive insurance, permit etc. of the vehicle. Timely renewal and submission of the renewed document's copy is the responsibility of the contractor.
- 41 The contractor will be responsible for meeting & complying with all statutory obligations of their Driver or their staff with regard to payment of salary / wages, bonus, overtime, P.F., Gratuity, compensation and leave etc. as provided in various labour laws of Central/ State Govt.
- 42 The contractor will be responsible for any legal action by Police / RTO etc. against the driver or vehicle given under the contract.
- 43 The vehicle will have to be made available for all the calendar days of the month including Sunday. Hire charges payable for engaging the vehicle on Sunday / holiday if required, will be the same as that for normal working days.
- 44 Hiring Office is to ensure the deployment of one / two Drivers for twelve/ twenty four hours of duty respectively. No Driver should be allowed to operate in two consecutive shifts.
- 45 The contractor will arrange accommodation for his/her/their staff at his/her/their own cost.
- 46 Vehicle shall be kept washer, cleaned and in excellent running condition, failing which the vehicle will not be engaged on duty.

- 47 An affidavit certifying that the contractor is not involved in any criminal case & there is no any legal/police case against the vehicle or Driver or its substitutes or owner of the vehicle. (Annexure-A)
- 48 Any damage caused to the user or to the company's property or any other third party shall have to be compensated by the contractor.
- 49 The outstation journey will be treated as normal duty for vehicles engaged on monthly basis. No additional payment will be made for out station duty unless otherwise mentioned in this document elsewhere.
- 50 The speedometer and milometer of the vehicle must always be in good working condition. Whenever it is not in working conditions, the vehicle will be treated as out of service till such time the same is not put in working order.
- 51 Any taxes or duties to be levied by the state/ central Govt. during the currency of the contract / extended period are to be borne by the contractor.
- 52 The contractor shall comply with all the provisions of Motor Vehicle Act., 1988 rules, guidelines etc. of Central / State Govt.
- 53 In case the vehicle is detained by RTO or any other state authority for any reason the contractor shall make alternate arrangement without any financial implication to NCL . For the above reason i.e. in case where vehicle is detained or taken into custody by RTO / or any other state authority, if any liability arises to NCL, same shall be met by the contractor. If NCL is made liable to pay any amount towards any losses, penalty etc. the same shall be recovered from the bills of the contractor and the contractor shall not make any objection.
- 54 **COMPLIANCE OF LABOUR LAW:** During continuance of the contract, the contractor shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and bye laws of the State or Central overnmentor local authority and any other labour law, including rules, regulations, bye laws that may be passed or notification that may be issued under any labour law in future either by the State or Central Government or the local authority.
- 55 The employees of the contractor in no case shall be treated as the employees of the NCL at any point of time.

#### **I) TERMINATION OF CONTRACT**

- 56 The NCL shall, in addition to other remedial steps to be taken as provided in this document, be entitled to cancel the contract in full or in part if the contractor:
- a. Makes default in proceeding with the works with due diligence and continues to do so even after a notice in writing from the Incharge- Light Vehicle, then on the expiry of the period as specified in the notice.

OR

- b. Commits default /breach in complying with any of the terms and conditions of the contract and does not remedy it or fails to take effective steps for the remedy to the satisfaction of the In-charge- Light Vehicle Section then on the expiry of the period as specified in the notice by In-Charge- Light vehicle.

OR

c. Fails to complete the work or items of work with indifical dates of completion, on or before the date/ dates of completion or as extended by the company, then on the expiry of the period as may be specified by the In-Charge-Light Vehicle Section in a notice in writing.

OR

d. Fails to comply with the terms and conditions of the contract. The In-Charge Light Vehicle/SO (E&M) may give a notice in writing to terminate the contract.

57 Notwithstanding any thing contained herein above, if the contractor fails and / or neglects to carry out any of the terms of the agreement thereby commit breach of the contract, the company shall have the right not only to terminate the agreement but also bring the dues of the contractor at its disposal after adjustment of company's dues of the contractor at its disposal after adjustment of company's dues, loss and damages, if any, suffered by the company due to such breach on the part of the contractor.

58 Management reserve right to cancel the work order at any time during the contract period without giving any notice.

59 The contractor shall keep the vehicle insured against fire, theft, injury, accident and also third party risk under comprehensive Insurance and punctually pay each premium as an when the same shall become due. A copy of such document must be submitted within three working days to the firing office. Re-occurrences of the incidents of non-conformity may also lead to termination of the contract of the vehicle.

60 The smoke emission from vehicles shall be as per norms laid down by Motor Vehicles Act which is subject to change from time to time. Nonconformity to the above specified limit of smoke emission may lead to imposition of suitable penalty. Re- occurrences of the incidents of nonconformity may also lead to termination of the contract of the vehicle.

61 During the contract period, if the contractor does not fulfill the terms and conditios / instruction as stipulated in this document, the contract will be short closed and security money will be forfeited.

62 **FORECLOSURE OF CONTRACT:** If at any time after acceptance of the offered vehicle the company decide to abandon for any reason whatsoever, the company through SO (E&M) / Light Vehicle In-charge shall give notice in writing to that effect to the contractor. In the event of abandonment the NCL shall be liable to pay the contractor at the rate of full amount for works executed up to the date of such abandonment.

#### **J) PENALTY CLAUSES**

63 Breakdown shall be attended by the contractor immediately and penalty equivalent to the hourly rate [Hiring cost per day/ (12 or 24hrs. as the case may be)] shall be imposed for the breakdown period, if it exists for more than 4 hours and suitable substitute is not provided.

64. In the event of breakdown, needing repair time beyond four hours and suitable substitute vehicle is not provided by the contractor within 24 hours, NCL may hire alternative vehicle and shall recover the expense from contractor's bill (but if it continues continuously for more than 10 days the work order is liable to be terminated.) In case of any interpretation of any clause, the interpretation of the GM(IED) in consultation with the GM(E&M), shall be final and binding.

- 65 In no case the vehicle availability should be below 95% in any calendar month. For availability below 95% in any calendar month proportionate deduction will be made at double the hiring rate for total shortfall.  
Availability = actual working hours worked by the vehicle in the calendar month without OT hours/ total working hours in the month as per contract without OT hours.

**K) SETTLEMENT OF DISPUTES**

- 66 It is incumbent upon the contractor to avoid litigation and disputes during the course of execution. However, if such disputes take place between the contractor and the user / department, effort shall be made first to settle the disputes at the unit / company level. The contractor shall make request in writing to the officer In-charge for settlement of such disputes / claim with 30 (thirty) days of arising of the cause of dispute/ claim, failing which no disputes/ claim of the contractor shall be entertained by NCL. If differences still persist, the settlement of the dispute with Govt. agencies shall be dealt with as per the guide line issued by the Ministry of Finance, Govt. of India in this regard. In case of parties other than Govt. agencies the redressal of the disputes may be sought in the court of law.

**ANNEXURE - A**

NON-JUDICIAL STAMP PAPER OF RS.50/-

**AFFIDAVIT**

I \_\_\_\_\_ (vehicle owner / authorized representative of M/s \_\_\_\_\_) solemnly declare that:

I/ We are submitting offer for the work \_\_\_\_\_ against vehicle hiring Notice No. \_\_\_\_\_ dated \_\_\_\_\_

I or my any other partner do not have any relative working in NCL

OR

Sri / Smt (Name of the relative) \_\_\_\_\_ my (Relation) \_\_\_\_\_ is working in \_\_\_\_\_ (Name of Project) of NCL as \_\_\_\_\_ (Designation/ Position) in \_\_\_\_\_ (Name of department).

All information furnished by me/us in respect of fulfillment of eligibility criteria and information given in this offer is complete, correct and true. All documents/ credential submitted along with this tender are genuine, authentic, true & valid. The vehicle offer is unconditional. The provision of CMPF and misc. act shall be complied by us/me.

The firm is / I am not banned or debarred by any Govt. or PSUs.  
I hereby enclose service tax retristration certificate.

OR

My firm / I am not covered under the preview of service tax rule.(Strike out which are not applicable.)

There is no any police / legal case against the vehicle or Driver or substitute or owner of the vehicle.

If any information or document submitted is found to be false/ incorrect, department may cancel my Tender and action as deemed fit may be taken against me/ us including termination of the contract, forfeiture of all dues including Earnest Money and blacklisting of me/our firm and all partners of the firm etc.

Seal of Notary

Seal & Signature of the vehicle provider

Date.

**MANDATE E-PAYMENT FORM FOR ELECTRONIC FUND TRANSFER/  
INTERNET BANKING PAYMENT**

M/s. Northern Coalfields Limited,  
Khadia Project, Shaktinagar U. P. 231222

Dear Sir,

Ref.:AUTHORISATION OF ALL OUR PAYMENT THROUGH ELECTRONIC FUND TRANSFER SYSTEM / RTGS / CBS / INTRA BANK TRANSFER.

We, hereby authorize Northern Coalfields Limited to make all our payments against our bills, Refund of Earnest Money deposit and security deposit, through Electronic Fund Transfer System / RTGS / CBS / Intra Bank transfer. The details for facilitating the payment are given below: –

(TO BE FILLED IN CAPITAL LETTERS)

1	NAME OF THE BENEFICIARY	
2	ADDRESS (WITH PIN CODE)	
3	TELEPHONE NO. (WITH STD CODE)	
4	BANK PARTICULARS	
	1. BANK NAME	
	2. BANK TELEPHONE NO. (WITH STD CODE)	
	3. BRANCH NAME	
	4. BANK BRANCH CODE	
	5. BRANCH ADDRESS (WITH PIN CODE)	
	6. BANK FAX NO. (WITH STD CODE)	
	7. 9 DIGIT MICR CODE OF THE BANK BRANCH (ENCLOSE COPY OF A CANCELLED CHEQUE)	
	8. 11 DIGIT IFSC CODE OF BENEFICIARY BRANCH	
	9. BANK ACCOUNT NUMBER	
	10. BANK ACCOUNT TYPE (TICK ONE)	
	SAVING	
	CURRENT	
	LOAN	
	CASH CREDIT	
	OTHERS	
	IF OTHERS, SPECIFY	
5	PERMANENT ACCOUNT NUMBER (PAN)	
6	E-MAIL ADDRESS FOR INTIMATION REGARDING RELEASE OF PAYMENT	
7	VENDOR CODE	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not affected at all for reasons of incomplete or incorrect information, I/We would not hold the company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

**Signature of applicant with date and seal**

Name :

Date:





**17.CST REGISTRATION NO:**

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**18.CST REGISTRATION DATE (EFFECTIVE FORM):**

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**19.PAN NO:**

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**20.BANK NAME:**

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**21.BRANCH NAME OF BANK:**

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**22.BANK ACCOUNT NO:**

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**23.ITEM(S) FOR WHICH VENDOR CODE IS TO BE GIVEN:**

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I agree to submit following documents duly notarized for allotment of new vendor code in NCL.

**Proof of Documents**

1. SALES tax registration no.(SST/CST)
2. PAN no.
3. Bank details (either first page of passbook or letter from bank mentioning all details)

**Signature of applicant with date and seal**

## **ENVELOPE NO. 02 (PRICE BID)**

Vehicle Hiring Notice No. NCL/KHD/E&M/T/2017-18/922

Date: 19.05.2017

Name of work “Hiring of Utility Van (Camper / XENON /Utility Van / equivalent) for 24 Hrs operation for 730 days”

### **FORMAT FOR OFFERING DISCOUNT RATE OVER THE SOR**

<b>Type of Vehicle</b>	<b>Hiring Rate for 24 Hr Operation</b>	<b>Quoted Offered Price for 24 Hr by the party</b>
For Utility Van (Camper / XENON /Utility Van / equivalent) for 24 Hrs operation	<b>1420.00</b>	

No. of Utility Van (Camper / XENON /Utility Van / equivalent) offering : .....

**Note : Rate to be quoted in both figures and words**

Signature of applicant with date and seal

**Staff Officer (E&M)  
Khadia Project**