

Document: Reply of Pre-Bid Queries
Tender No TPSODL/OT/2025-26/2500001033
Package Name Rate Contract for Hiring Services of Commercial Vehicles at Various Locations, TPSODL, Odisha.

Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	7.0 Post Award Contract Administration, 7.1 Special Conditions of Contract . Point No. i (Page No. 13)	• The overall period of the contract shall be for One year.	Instead of One Year request to Increase the Valid Period to Three Year (With Increment of 5% in rate every year)	No Change. Tender terms shall prevail
2	7.0 Post Award Contract Administration, 7.1 Special Conditions of Contract. Point No. iii (Page No. 13)	The Fixed vehicles prices shall be quoted taking into consideration per vehicle run of 2500 Kilometres per month. It is to be noted that Joint Cumulative average run of kilometres per month shall be considered for no of vehicles running under a particular/specific category of vehicles allotted circles-wise. Extra per kilometre charges (Beyond 2500 KM) shall be payable, if applicable, only basis this calculation.	Kindly avoid joint cumulative average calculation, because all the vehicle used in circle wise is from different vehicle owner and if we will calculate average calculation then payment will be not properly calculated location wise if the vehicle running extra k.m the owner didn't get the extra k.m amount. Though it will create an issue of non availability of vehicle.	Theory of Joint Cumulative calculation stated in the Bid Document is ruled out.
3	7.0 Post Award Contract Administration, 7.1 Special Conditions of Contract. Point v) Liquidated Damages / Penalty; Page no. 14	GPS System in good working conditions	The Cost of GPS System and Its Periodic recharge, maintenance bearing by TPSODL Or by BA	BA shall bear the cost
4	7.0 Post Award Contract Administration, 7.1 Special Conditions of Contract. Page no. 15	Payment Deduction due to non-compliance: Penalties levied for every instance of default on any of the above service level performance parameters, post an audit of the service deficiency by TPSODL authorized personnel.	Before any deduction, kindly clarify from BA and mention the reason and give specific time to reply or clarify the reason. If BA has not clarify the reason , then only the make the deduction. Because once deduction done, it will difficult to get the amount which is already i suffer. Example : A vehicle deployed on June 2025 and having insurance expire on June 2025. after that vehicle is dis-engaged and deployed a new one from July 2025 and auditor check the details after 30 days or 45 days i.e. in the month of Aug 2025 and it will shows the insurance expired. And charges penalty.	Payment deduction for any non compliance is guided by SLA jointly discussed and agreed upon. Before deduction, citing serial no. of SLA, an intimation will be forwarded to BA. No other communication will be there as BAs are excepted to adhere SLA clauses by laterial and spirit. e.g. BAs are suppose to submit total km run in last month by three working days in the current month for validation. it will automatically lead to faster processing.
5	7.5 Payment Terms Price: The prices shall remain firm during the entire contract period. Payment terms: Page no. 16	100% payment shall be released within 30 days from the date of submission	The structure of the payment release is as follows: 80% of the payment will be released within one week. The remaining 20% will be released 30 days after the submission of all required documents (if needed). This approach is designed to facilitate a smooth payment process and ensure vehicle engagement.	No Change. Tender terms shall prevail
6	7.6 Drawing Submission and Approval Page no. 17	The relevant drawings and GTPs need to be submitted by BA within 10 days of receipt of RC/LOI. In case, re-submission of drawings is required on request of TPSODL, same needs to be submitted back to TPSODL within 5 days of such request.	Kindly Elaborate (more details) , it is difficult to understand.	Not relevant to this tender
7	ANNEXURE VII Scope of work (SOW) & Service Level Agreement (SLA) Point No. 5	Requirement of vehicles shall be communicated from time to time and BA will provide the services of vehicles accordingly. However, BA may give quotation based on given list of vehicles with max of 6 years of age and in good condition of interiors & exteriors. All the vehicles deployed must have fitness certificate from RTO, if applicable.	Considering the vehicle age up to 10 years will enable us to bid more competitively, as well-maintained 10-year-old vehicles are also certified by the RTO and authorized to operate on roads. For specific locations or users requiring vehicles below 6 years of age, we can accommodate this requirement. Regarding payment terms, a minimum of 20% may be allocated for vehicles within 6 years of age, with the remaining 80% for vehicles up to 10 years old.	No Change. Tender terms shall prevail
8	7.0 Post Award Contract Administration, 7.1 Special Conditions of Contract. Point v) Liquidated Damages / Penalty; Page no. 14	Vehicle should report on scheduled time .	Duty timing is 12 hrs (Kindly specify the Official Time of Reporting time),	Reporting time is based on Business Needs, varies circle to circle / division to division accordingly.
9	ANNEXURE VII Scope of work (SOW) & Service Level Agreement (SLA) Page No. 24	Drivers to be in uniform (Shirt/T-Shirt, Full Trouser and shoes) and have a Mobile phone and the mobile no. should be intimated to TPSODL.	The Cost Uniform bearing by TPSODL Or by BA and is there any specific colour code.	Context of Driver's Uniform is ruled out.
10			Required proper parking place and rest shed to driver in all area because in the summer season it very difficult to the driver for staying whole day inside the vehicle when vehicle is parking.	Depends on Business Needs, will try to provide temporary car sheds.

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11			For 12 Hrs Vehicle Please specify the Number of Driver Requirement.	Taxies (Yellow Plate Commercial vehicle) runs 12 hours on single driver basis.
12	ANNEXURE VII Scope of work (SOW) & Service Level Agreement (SLA) Point No. 35 Page No. 27	Log Book with details of Km/timings/location/User must be filled up after each trip and signature obtained from the user/authorized signatory on daily basis. Log Book should be maintain to keep the records of vehicles usages to ensure official purpose. Corp. Admin. Dept. can verify as & when required. Log book should be verified by TPSODL Designated Officers on regular basis.	On Sunday or Holiday signature of user on log sheet required or not, if required kindly ensure user to do this	Hiring of vehicle is being done on monthly basis i.e. car will be at disposal to avail any kind of exigency. That is signature for Sunday or Holiday is required on log sheet. Log sheet will be verified on as and when required by the circle Admin Head.
13	ANNEXURE VII Scope of work (SOW) & Service Level Agreement (SLA) Point No. 36 Page No. 27	Bills in original along with original copy of duty slip/log book and feedback form duly signed by respective users shall be submitted on monthly basis to TPSODL Bill Desk at TPSODL Corporate Office. Incomplete bills shall not be entertained by TPSODL.	We kindly request you to accept digital log sheets, Xerox copies, or email copies for the purpose of submitting original invoices. The TPSODL operational area is very vast, making it challenging to collect original log sheets from all locations within the stipulated time. Due to this, there is often a delay in the submission of invoices and subsequent processing of payments. As a solution, we request either: 1. Acceptance of scanned/digital/Xerox copies of log sheets for initial submission, with originals to follow, or 2. Acceptance of partial invoice submissions for those log sheets collected earlier. This will help ensure timely submission and processing of payments while we continue to provide originals as soon as they are available.	As stated in SL NO.-1 TPSODL is ready to accept scanned copies of log sheet for initial validation supported by GPS report at respective month end. SL No.-2- Stating partial invoices will no way be accepted.