



**OFFICE OF THE MEDICAL OFFICER I/C CHC ADENIGARH DIST-
BOUDH**

BLOCK PROGRAMME MANAGEMENT UNIT, HARABHANGA

Letter No 79 /BPMU-Harabhanga-2020-21

Date 6.5.2021

Sealed tenders are invited from registered, reputed and experienced Agencies /Firms/ Individuals for engagement of Vehicles On hiring basis for BPMU, MHT (1 & 2) & MHU .

Interested bidders may send their complete bid in double cover system (Technical & Financial). Bidders may apply for all or any of the above categories in separate envelopes only. Combined bids will not be considered. Category of supply must be super-scribed in the top of the Bid envelop and addressing clearly to the MEDICAL OFFICER I/C CHC ADENIGARH. The Details of the tender may be downloaded from the District website <https://boudhnic.in>. Last date of receipt of Tender is 20/05/2021 latest by 5 PM only through Speed post/Regd Post /Courier and the bids so received will be opened on 21/05/2021 at 9.00 am In the office chamber of the MEDICAL OFFICER I/C CHC ADENIGARH. Incomplete and late receipt bids will be summarily rejected. The undersigned reserves the right to cancel all or any of the bids without assigning any reason thereof.

Sd

MEDICAL OFFICER I/C CHC, ADENIGARH


6.5.21

TENDER NOTICE

Sealed Tenders in a Two Bid System is invited by the MEDICAL OFFICER I/C CHC ADENIGARH from Travel Agencies/ Individuals for Engagement of vehicle on Hiring basis (**SCORPIO, BOLERO, Marshal, Tata Sumo/ VICTA etc.**) with or without A/c for engagement at different locations under different programmes (**BPMU/MHT/MHU**) on monthly basis. Interested bidders may submit their bids mentioning the mileage in kilometers per one liter consumption of DOL. Technical & Financial Evaluation of the Tender Documents would be evaluated by Block Purchase Committee duly constituted by the **Medical Officer I/C CHC Adenigarh**.

1.	Cost of the Tender Document	Rs.100/- (non-refundable) in the form of Demand Draft in favor of document " RKS CHC Adenigarh ". Payable at SBI Purunakatak To be submitted along with the Tender document
2	EMD	Rs. 10,000/- (Rupees Five Thousand only) (Refundable) in the form of Demand Draft in favor of " RKS CHC Adenigarh ". Payable at SBI Purunakatak
3	Tender Document	It can be downloaded from Boudh District website https://boudh.nic.in and this office of the undersigned may be contacted for any query during official hour .
	Last date of submission of sealed tender document	20.05.2021
4	Date of opening of tender	21.05.2021 At 9.00 A.M. at office of the Medical Officer I/C CHC Adenigarh
5	Eligibility of Bidder	a) The vehicle must be registered in the name of the Bidder and will have valid Orissa registration for commercial use. b) The bidder may apply without being the owner of the vehicle provided the bidder should have the valid authorization from the vehicle owner to participate in the tender process and the responsibility as per TOR will be applicable to that bidder only. c) The vehicle must not older than 5 years as on 30/05/2021 d) The vehicle must have updated/valid insurance/fitness/Pollution control certificate. e) EMD & Tender paper DDs must be attached in the technical



TERMS OF REFERENCE (TOR)
(For Engagement of vehicle on hiring Basis)

1. A sealed Envelope containing two envelopes i.e "Technical Bid" (A) & "Financial Bid" (B). Envelope for Technical and Financial bid should be separately sealed.
2. The envelope should be addressed to the **Medical Officer 1/C CHC Adenigarh, PIN 762023, Boudh, Odisha.**
3. The Sealed Tenders should be sent only through registered post / Speed Post/Courier Services to the aforementioned address.
4. Sealed Tenders received after the due date and time shall not be entertained. Postal delays shall not be the responsibility of the Department.
5. Tender without an EMD and Tender cost shall be rejected.
6. The EMD of the successful Tender shall be deposited in the Account of RKS CHC Adenigarh as Performance security till completion of the period of contract/ publication of fresh tender whichever is earlier. The Performance Security Deposit will be refunded without any interest on receipt of a written application addressed to the Medical Officer 1/C CHC Adenigarh. The EMD will be forfeited for unsatisfactory performance & the contract will be cancelled.
7. The EMD of the unsuccessful Tender will be returned to the bidder within 30 days after finalization of the Tender without any interest, subject to receipt of a written application addressed to the Medical Officer 1/C CHC Adenigarh.
 - The Block Purchase Committee, in view of unsatisfactory Service provider or Non compliance with the T&C of the tender document may be at liberty to terminate the agreement without assigning any reasons to the Vehicle Provider either wholly or in part. The Vehicle Provider will not be entitled to any compensation whatsoever in respect of such termination.
 - The party shall continue the aforesaid service for a period of ONE year and continuation of the same will be based on satisfactory performance of assignment, age of Vehicle, Running Condition and existence of the scheme subject to the approval of the Selection Committee
 - The vehicle participated in the Bidding process must not be owned by the staff of NHM/health dept or any relative of health department .
 - Eligible but unsuccessful bidder should be empanelled and if requirement arises within one year they may be communicated for engagement at an approved rate.
 - In case, the vehicle has to be sent for repair etc, the party has to arrange an alternative vehicle for the period. In case of accident, the vehicle should be repaired within 48 hours. All the incidental expenditure towards repair & maintenance will be borne by the owner.



- If the vehicle/driver will not attend the duty in time or remain absent, then the hire charges of the vehicle will be deducted on per day basic from the hiring charges.
- The vehicle engaged should carry all relevant papers duly updated. If during the course of engagement of the vehicle any accident etc, accrued either to vehicle or to the third party, authority will not be responsible and any liability arising out such accident will be the responsibility of the owner or the bidder authorized by the owner only.
- No compromise will be made with respect to punctuality, cleanliness obedience, promptness, behavior etc. of the vehicle as well as of the driver. ,
- The Vehicle has to be halt in the office premises on office hour.
- The Vehicle may be utilized at any time for any official purpose (even in holidays) keeping in view of the emergency. The driver must reach to the office immediately getting the telephone calls from the officers/ staffs for any emergency.
- There will be no extra night halt charge either for vehicle or driver for the use of the vehicle in the night hours.
- No advance payment is payable by the authority to the owner of the vehicle. The billing will be done on a monthly basis and it should be submitted by the owner by the first week of the following month. The payment will be made only after updating of log books and duty slips which have been duly signed by the concerned authority or any authorized officer. It will be the responsibility of the driver to get approved the log book and duty slips for each occasion of journey signed by the authority or any authorized officer on day to day basis. The owner has to submit the Xerox copy of the log book for the said period along with the bills.
- Either party can discontinue the service with 1 month prior intimation to other party. Immediate withdrawal of service of the vehicle by the owner will lead to penal provision & forfeit of the EMD.
- In case of the service executed is not satisfactory, the authority shall issue show, cause notice to the party to comply the conditions as mentioned in the agreement. In case of non-compliance or unsatisfactory compliance, authority may terminate the agreement and also can forfeit the EMD or any amount due to party.
- Preference will be given to the local service providers having commercial permit.
- The bidder may apply without being the owner of the vehicle provided the bidder should have the valid authorization from the vehicle owner to participate in the tender process and the responsibility as per TOR will be applicable to that bidder.
- The vehicle must not older than 5 years as on 30/05/2021.
- How ever new vehicles will be given preference in case of tie in the quoted rates .
- The incomplete tender in any manner is liable to be rejected and will not be taken in to consideration in tender process.



- The vehicle may be engaged for a period of 6 months/one year which may be extended on satisfactory Performance as per the decision of the Block Purchase Committee, CHC Adenigarh without any modification in the TOR.
- The bidder without owned a vehicle may also participate in the tender process subject to submission of an affidavit from the executive magistrate to provide a brand new vehicle within 15 days of the issue of the offer letter failing which the E.M.D will be forfeited and no claim will be considered in this regard.
- The vehicle will be engaged at any place of the Block as decided by the authorities , the Vehicle may be used in nights and holidays in Office of the undersigned in Emergency cases.
- The vehicle must be branded with the logo of NHM/Schemes with official address and "ON GOVT. DUTY" should be mentioned at the front. The front doors (two sides) shall also be branded with NHM logo.
- The branding if any shall be made as per the prototype of NHM/Schemes. The bidder may contact to this office in any working days in official hours for necessary clarification of the branding.
- After getting the offer letter, the bidder has to provide the vehicle with all the amenities (stickering and driver etc.) within the stipulated period as per guidelines before the selection committee at Block level. The final order and place of engagement will be communicated to the bidder later on.
- The fuel cost will be borne by the owner of the vehicle and will be reimbursed at the end of the month along with the rental charges finalized through tender. 'OR' the fuel cost will be borne by the office as per the requirement only the monthly rental charges will be provided.
- The servicing and maintenance of vehicle from time to time is the responsibility of the Owner/Bidder. Only DOL and hiring charges shall be payable after submission of bill along with required documents.
- The vehicles will be installed with GPRS device, if required as per schemes.
- The owner shall submit bill for the vehicles along with the logbook signed by the authorized Officers.
- For any dispute, the decision of the authority is final.
- The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the Tender, such dispute would be subjected to the Jurisdiction of Boudh District only.
- Rate chart of bidding vehicles.

Sl No	Purpose	Rate (In Rs.)/month excluding DOL
1	BPMU	Rs 14000.00 Maximum
2	MHU & MHT	Rs 18,000.00 Maximum



**TECHNICAL BID
FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS**

1	Name of the Bidder			
2	Address of the Bidder			
3	Contact No & e-mail ID			
4	PAN (copy must be attached)			
5	Details of the vehicle	Vehicle 1	Vehicle 2	Vehicle 3
	Registration No			
	Make & Model			
	Date of purchase			
	Insurance certificate			
	Fitness Certificate			
	Up to date tax payment			
	Valid Pollution Certificate (Photocopy of above documents must be attached)			
6	EMD	Rs. 10,000/- (refundable) in the form of Demand Draft in favor of "RKS CHC Adenigarh". To be submitted along with the Tender document.		
7	Cost of the Tender document	Rs .100 (non-refundable) in the form of Demand Draft in favor of "RKS CHC Adenigarh". To be submitted along with the Tender document.		

N.B.

Photo Copies of documents to be submitted in support of the above information with due signature of the Proprietor/bidder

Signature of the Bidder



**FINANCIAL BID
FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS**

SL No	Particulars	
1	Hiring Charges per Month (Including all taxes & charges if any)	Rs Rupees.....)Only per Months
2	Mileage in Kilometer	 Km./one ltr. per liter of DOL with AC
3	Mileage in Kilometer	 Km./one ltr. per liter of DOL without AC
4	Hiring Charges per Day Rs	 /-{For Empanelment of Vehicles I as and when required)

Signature of the bidder



DECLARATION
(To be submitted with Technical Bid)

I / We the Proprietor/partner/ do declare that I/ We have carefully read all the terms of reference of tender of the Medical Officer I/C CHC Adenigarh, Dist: Boudh, Orissa for "Engagement of Vehicles on hiring basis". The approved rate will remain valid for a period of one year from the date of approval. I will abide with all the terms & conditions set forth in the Tender Reference no. -----

I/We do hereby declare I/We have not been de-recognized/ black listed by any State Govt. I Govt. of India / Govt. Organization / Govt. Health Institutions for any such act or action or non compliance to any instruction.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me/us for a period of 5 years if, any information furnished by us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

I/We do hereby declare that I / w e will deliver my work as per the terms, conditions & specifications of the tender document and work orders .

Signature of the bidder Date Name & Address of the Bidder

