

**TENDER DOCUMENT FOR ENGAGEMENT OF VEHICLE FOR MOBILE HEALTH
UNIT UNDER SWASTHYA SANJOG**

No. -----60-----/BPMU

Dated: 04/02/2023

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES
AT BLOCK CHC LEVEL FOR MOBILE HEALTH UNIT UNDER SWASTHYA SANJOG.

1	Period of Availability of Tender Document in the district website	From 06/02/2023 to 24/02/2023
2	Last date for submission of Tender & address	Date: 24/02/2023, Time : 12.00 Noon Address: Office of the Medical Officer I/C, CHC, Ullunda, Dist- Subarnapur
3	Date, time and place of opening of Tender (Technical & Financial Bid)	Date: 24/02/2023, Time : 03.00 PM Training Unit, Office of the Medical Officer I/C, CHC, Ullunda, Dist- Subarnapur
4	Signing of the contract and physical deployment of the vehicle	Date: 28/02/2023 Office of the Medical Officer I/C, CHC, Ullunda

(Bidders / authorized representative may remain present at the time of opening of Tender)

INSTRUCTIONS TO BIDDERS

1. Scope

Interested bidders fulfilling the eligibility criteria may submit their bid for engagement of vehicle for MHU under Swasthya Sanjog at CHC, Ullunda

2. Eligibility Criteria

- Any private individuals/ Tour operators / Travel Agency / Society /Firm can participate in the tender process.
- Should submit the required EMD @ Rs.5, 000/- for each vehicle offered.

Note: Vehicles with only commercial registration shall be accepted.

3. Submission and Signing of Tender

Interested eligible bidders may submit their bid(s) for engagement of vehicle for MHU under Swasthya Sanjog at CHC, Ullunda

4. Packing, Sealing and Marking of Bid

The bidders have to submit two sealed envelopes in form of (a) Technical Bid & (b) Financial Bid.

Both the bids should clearly be **super scribed** with the following:

- a) "Hiring of Vehicle for MHU under Swasthya Sanjog, Technical Bid" for CHC, Ullunda
- b) "Hiring of Vehicle for MHU under Swasthya Sanjog, Financial Bid" for CHC, Ullunda

- The bidder's Name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed** to the **Medical Officer I/C, CHC, Ullunda, Subarnapur**



5. Content of the Tender Submission

The sealed envelope shall contain the following:

1. EMD of Rs.5, 000/- in the shape of a Demand Draft in favour of **Miscellaneous A/C, CHC, Ullunda**
2. **Annexure-I** duly filled in
3. Photo copies of all required documents duly signed by the bidder.
4. Any other details, the bidder like to include in the proposal.
5. The seal envelop for **Financial Bid** should contain **Annexure-II** with proper signature and seal of the bidder.

6. Location & Operational Area of MHU

- Each **Mobile Health Unit (MHU)** will be allotted with a specific operational area under the Block CHC for visit of targeted villages/Institutions.
- The vehicle will be attached to the Block CHC at the **disposal of MO I/C.**
- **In case the Block CHC isn't located centrally**, then the MHU would be positioned in such a way that it covers its targeted institutions with minimal distance coverage.
- The hired vehicle will be stationed at respective health institution.

7. Essential Features of Vehicles to be engaged for MHU

- **The vehicle shall not be more than 2 years old** at the time of hiring / award of contract **from the initial registration.**
- The hired vehicles, during period of contract, shall have all necessary **valid MV documents such as:-** Valid Registration Certificate, Insurance certificate, fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
- **The Department/ Office hiring the vehicle shall not be responsible for any damage/ loss** cause to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

Specifications:

Type of Vehicles permissible to be hired	Make & Model	Minimum Average Mileage / Lit. for reimbursement purpose	Maximum Hire charges per month	Remarks
Non-AC Diesel driven vehicles having sitting capacity not less than 6 persons including driver.	Mahindra Max/ Marshal/ Bolero/Tata Sumo/Victa/ Scorpio etc	10 Kmpl	Rs. 25,000/- (However, rate will be fixed for all vehicles as per L1 rate of the respective block)	Service Tax would be reimbursed separately over & above the hire charges.

- **The Driver of the vehicle must have a valid Driving License** for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- For effective coordination, the driver of the vehicle has to be provided with a **mobile phone by the Vehicle owner.**
- **The Driver** should have a clean track record without any history of conviction in the court of law.

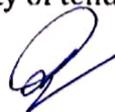


8. Major Features of Contract

- **Vehicle will be hired** on contractual basis. The contracts shall be initially for period of **one year which may be extended subject to** satisfactory performance assessed by appropriate authority (Mo I/C of block CHC) every year.
- Any private individuals/ Tour operators / Transport Agency / Society /Firm can participate in the tender process.
- **The monthly rate of hire charge** shall be quoted separately in the price bid (excluding fuel).
- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, VAT, parking fee, toll tax etc for which State Government or Rogi Kalyan Samiti (RKS) will not pay.
- **In case of breakdown** for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
- The vehicles shall be required generally for **10 hours in a day (8 AM to 6 PM)**
- **In case of emergency**, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- The driver will maintain a log book to track vehicle movement. The log book will be verified and checked by the Medical Officer of MHU and counter checked by the M.O I/C of block CHC/PHC on regular basis.
- The branding of the vehicle will be done as per Govt norm.
- NHM shall invest additional fund for branding in these vehicles.
- If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the Medical Officer I/C, CHC, Ullunda for engagement of vehicle/s.
- All charges will be paid on monthly basis as per the terms of reference within fifteen days of the submission of bills by the service provider. No advance payment will be made in any circumstances.
- If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement. The Contract will also be **terminated in case of following reasons;**
 - If the **behaviour of the Driver** is not proper;
 - Any attempt to **tamper** the log book/GPRS device;
 - In case of the vehicle do **not report regularly;**
 - In case the driver of the vehicle is found to be convicted.
- In case the service provider intends to **withdraw the services** of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.

9. EMD/Security Deposit

- **Tenders shall have to deposit EMD of Rs. 5,000/-** (Rupees Five Thousand only) per vehicle offered in the form of crossed Demand Draft/Pay Order in favour of **Miscellaneous A/C, CHC, Ullunda** along with their tenders. Tenders received without EMD will not be entertained / considered at all and will be rejected summarily. Tenders received along with EMD in the form of cheque/cash will not be accepted /considered and rejected. No interest would be paid on the EMD.
- **Forfeiture:** The EMD will be forfeited if the vendor withdraws or amends impairs and derogates from the tender or fails to execute duties on time as per ToR in any respect within the period of validity of tender.



- **Refund:** (i) EMD will be refunded to the unsuccessful tender within thirty days from the date of issue of work order to the successful tender and no interest would be paid thereon; and (ii) EMD of the successful tender will be converted into security deposit. No interest will be paid on the EMD/Security deposit.
- **Extension of EMD:** In case the contract signed with service provider (successful bidder) is extended beyond one year, on mutual consent, the service provider will have to submit fresh EMD for the extended period.
- **Refund of security deposit:** Will be refunded to the contractor after sixty days from the date of completion of the contract period and no interest would be paid thereon.

7. Tender Procedure:

- **Sealed tenders** in the prescribed form duly super-scribed "Tender for Hiring of Vehicles for Mobile Health Unit under Swasthya Sanjog" addressed to Medical Officer I/C, CHC, Ullunda, Subarnapur.
- **The tender should be submitted** in the proforma given in Annexure-I and Annexure-II. It should be duly signed by authorized signatory on each page.
- **The Tender/Procurement Committee** will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatsoever will not be accepted/considered at all under any circumstances.
- Comparative statement duly signed by Tender/Procurement committee will be **approved.**
- The agreement will be **executed between the Medical Officer I/C, CHC, Ullunda and the approved L1 bidder.**
- The monthly hiring charges of all vehicles required for the block will be fixed as per the L1 price.


Dr. Ashutosh Mishra
Medical Officer I/C
CHC, Ullunda
Subarnapur

Technical Bid for Hiring of Vehicle under Swasthya Sanjog

Name of the Block CHC applied for:

1	Name of the Bidder			
2	Address & Telephone/Mobile No			
3	E-mail of the contract person, if any			
4	ID Proof of the Individual /Registration certificate of the Organization (Photocopy)			
5	Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)			
6	<p>Details of Vehicle (s) enclosed (Only vehicle with Commercial registration shall be accepted)</p> <ul style="list-style-type: none"> • Date of Purchase- • Make & Model- • Registration No.- • Insurance certificate • Fitness Certificate, • Up to date tax payment <p>Documentary evidence (Photocopy) for all above details to be attached.</p>	Vehicle 1	Vehicle 2	Vehicle 3
7	Declaration - I/We are not blacklisted by any Central/State Government/ Public Sector Undertaking in India. (To be furnished in non-judicial stamp paper of worth Rs.10/- duly certified by Notary)			

N.B: EMD @Rs.5, 000/- per vehicle to be submitted

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:



Financial Bid

Make & Model Vehicle	Price Quoted
	Monthly Hiring Charges (Rs.) including all charges of the Driver -
	DOL KMpl -
	Lubricant KMpl -

(*Pl. refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Point -7 of the document)

Signature

Name (Firm/Company/Tour operator/Individual) _____

Date:

Place:

Seal _____

