



OFFICE OF THE CDM & PHO cum DMD, SUBARNAPUR  
DISTRICT PROGRAMME MANAGEMENT UNIT, NHM

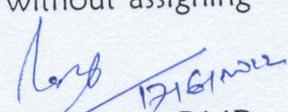
E-mail : nhm.subarnapur@gmail.com

No: 2413 /DPMU/NHM/22

Date: 17/06/2022

**NOTICE INVITING TENDER FOR HIRING OF VEHICLE**

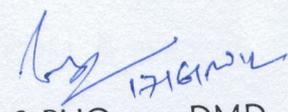
Sealed tenders are invited from registered travel agencies/private individuals for hiring of vehicle on monthly basis & empanelment of vehicle for hiring on daily basis. Details regarding eligibility criteria, terms and conditions and the formats of submission of tender (Technical & Financial bid) are mentioned in the tender document which may be downloaded from website of [www.subarnapur.nic.in](http://www.subarnapur.nic.in). Interested agencies and individuals may submit their tenders in a sealed envelope super-scribing on the top of the sealed envelopes as "Tender for Hiring of Vehicles" The tender should reach at the office of the undersigned by 27.06.2022 (till 5.00 P.M) through Speed Post/Regd Post/ Courier Only. The tenders will be opened on 28.06.2022 at 11.00 A.M. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

  
CDM & PHO cum DMD  
Subarnapur

Memo No: 2414 /DPMU/NHM/22

Date: 17/06/2022

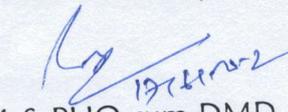
Copy to Joint Director (Advertisement), I & PR Department, Govt. of Odisha, Bhubaneswar with a request to publish the above tender in the leading news papers (Two Odia Dailies) for wide circulation and submit a copy to the undersigned for official record.

  
CDM & PHO cum DMD  
Subarnapur

Memo No: 2415 /DPMU/NHM/22

Date: 17/06/2022

Copy to DIO, NIC, Subarnapur for information and with a request to upload the softcopy of the tender for wide circulation and information.

  
CDM & PHO cum DMD  
Subarnapur

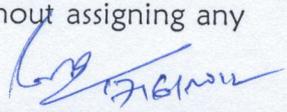
## REQUIREMENT OF VEHICLE

| Sl.No | Particular            | No required  | Type of Vehicle                                     | Maximum Hire charges | Minimum Average mileage |
|-------|-----------------------|--------------|---|----------------------|-------------------------|
| 1     | CDM & PHO cum DMD     | 01           | Ertiga/ Scorpio/TUV300/Bolero Neo with AC or higher | 31,000/- per month   | 10                      |
| 2     | DPMU                  | 01           | Swift desire/Zest/Etios ( Petrol) with AC or higher | 20,000/- per month   | 17                      |
| 3     | DPMU for Daily Hiring | Empanellment | Ertiga/ Scorpio/TUV300/Bolero Neo with AC or higher | 1100 per day         | 10                      |
| 4     |                       |              | Swift desire/Zest/Etios ( Petrol) with AC or higher | 900 per day          | 17                      |

## TERMS AND CONDITION

1. The vehicles must be in good conditions and shall not be more than two years old from the initial registration and must have valid registration certificate, insurance certificate, fitness certificates, valid contract carriage permit, proof of up-to date tax payment etc. the user agencies hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicle or loss of life / injury made to any person or damage to any properties on account of use of hired vehicle any manner whatsoever.
2. The vehicle should have commercial license.
3. The vehicle should not belong to any employee of the office of the CDM & PHO, Subarnapur or his/her relative.
4. Preference will be given to bidder having vehicle readily available.
5. Owner who wants to provide new vehicle may also apply. However the bidder has to provide vehicle within 10 days of issue of the letter or else the EMD submitted along with the Bid will be forfeited.
6. The driver of the vehicle must have a valid driving license to drive Light Motor Passenger vehicle and should be sufficiency experienced in driving light motor vehicle.
7. The driver of the vehicle is required to maintain polite and courteous behavior to words public as well as the Departmental Staff should be well behaved, gentle and polite in nature.
8. Rs.10,000/- (Rupees Ten thousand) only in shape of A/c payee Bank Draft drawn in favour of ZSS Non NRHM A/C, Subarnapur shall be enclosed with the quotation as EMD which is refundable. EMD of unsuccessful bidders shall be refunded after finalization of the tender process. The EMD Deposited by successful bidder will be considered as security deposit and the amount will be refunded after the vehicle disengaged subject to deduction, if any.
9. The monthly hire charges shall be quoted in the Bid information (excluding Fuel).

10. Details of the make and year of manufacture of the vehicle, registration no., mileage (KMs covered per liter) and name of the Driver with Driving License No and period of validity should be provided in the Bid to be furnished.
11. The contract will remain valid for a period of 1 year and can be extended for further period subject to condition of the vehicle and performance. Vehicle more than 5 years should be replaced by new vehicles by the service Provider.
12. In the event of any breakdown / servicing and repairing of vehicles, the service provider at his own cost shall make alternate arrangement by providing similar vehicle.
13. The hire charges to be paid for monthly basis is final but does not include cost of diesel/petrol, which is to be paid separately as per the financial bid and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box and differential coolant, tyres and tubes, battery etc. will be borne by the bidder.
14. It shall be the responsibility of the service provider to provide vehicle with driver as and when required.
15. The driver will report at the office at 08.00 AM in the morning and will be available till 08.00 PM in the evening or as desired by the authority to drive the vehicle.
16. The salary and other legal dues of the drivers shall be borne by the service provider.
17. The service provider will comply the labour law, EPF, GIS, minimum wages act applicable and other statutory compliances.
18. The service provider is responsible to depute suitable substitute driver in case of absence of the driver engaged.
19. No Personal use of the Vehicle by the contractor is allowed without the prior permission of the authority.
20. In case the driver is called in night, no extra charge will be paid.
21. There will be no extra night halt charge for using the vehicle in the night.
22. The contractor will provide service of vehicle in a neat & clean condition with clean towels on the seat twice a month and general servicing and pollution check-up will be carried out by the contractor
23. The service provider shall up-date the log book on daily basis and the log book should be signed by the user officer.
24. The empanelled vehicle will be informed to deploy vehicle previous day as per the requirement.
25. Each page of this tender document should be signed by the bidder in token of having read, understood and accepted the terms and conditions of this contract.
26. The tenders / bids received in the prescribed time shall be opened by the tender committee at the prescribed date time and place. Any bid found incorrect or incomplete in any manner would be summarily rejected by the said committee.
27. The Authority reserves the right to cancel any or all the quotation without assigning any reason thereof.

  
CDM & PHO cum DMD  
Subarnapur

Technical Bid for Hiring of Vehicle

ANNEXURE-I

|    |   |                    |
|----|---|--------------------|
| 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 Agency (Photocopy)  |                    |
| 5  | Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)  |                    |
| 6  | PAN ( Attach self attested copy of PAN card)  |                    |
| 7  | Make and Model of the Vehicle   |                    |
| 8  | Type of vehicle ( AC and Non AC)  |                    |
| 9  | Regd. No of Vehicle ( Attach Copy))   |                    |
| 10 | Year of Manufacture   |                    |
| 11 | Date of Regd.   |                    |
| 12 | Fitness Certificate Validity ( Attach Copy  |                    |
| 13 | Permit Validity ( Attach Copy)  |                    |
| 14 | Insurance validity ( Attach Copy)   |                    |
| 15 | Name and address of the driver  |                    |
| 16 | DL number and Validity ( Attach copy)   |                    |
| 7  | Undertaking that the vehicle to be provided will not belong to any employee of the office of the CDM & PHO, Subarnapur or his/her relative. | Attach undertaking |

Yours faithfully,

(Signature of the Applicant)

Name:  
Designation:  
Seal:

h

## Financial Bid

| Particular            | Make & Model Vehicle | *Monthly Hiring Charges (Rs.) including all charges of the Driver (Exclusive of Fuel Cost & Service Tax) | Fuel to be used ( in KM/litres) |
|-----------------------|----------------------|--|---------------------------------|
| CDM & PHO cum DMD     |                      |  |                                 |
| DPMU                  |                      |  |                                 |
| DPMU for Daily Hiring |                      |  |                                 |
|                       |                      |  |                                 |

Signature

Name (Travel Agency/Individual) \_\_\_\_\_

Date:

Place:

Seal \_\_\_\_\_

