OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, NAYAGARH

TENDER CALL NOTICE

Adv. No. 01 /21-22 **Date:10/05/2021**

Sealed tenders are invited from any private individuals/ Local registered Travel Agency only having valid GSTIN/PAN for engagement/empanelment/hiring of Vehicles on monthly basis. The details as given below:

Sl. No.	Name of Programme	Type of Vehicle	Supplied by
1	PUBLIC HEALTH OFFICER (PHO)	TUV 300/ Bolero/ Ertiga	Registered Local Travel Agencies / Individuals
2	BPMU	Hiring of Vehicle (MAX/BOLERO/ MARSHAL/SUMO etc)	
3	Mobile Health Team (RBSK)		

The detail regarding application format, terms and conditions may be downloaded from District website i.e. www.nayagarh.nic.in. The tenders should reach the office of the undersigned by 20.05.2021 (till 1:00 PM) on working day within office hours through courier, speed post or registered post only. The tenders will be opened at 10:00 A.M on 21.05.2021. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-
CDM & Public Health Officer,
NHM, Nayagarh

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OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, NAYAGARH

District Head Quarters Hospital Campus,
Nayagarh - 752069 - Email- CDM & PHOnayagarh@gmail.com

SHORT TENDER CALL NOTICE

Advt No:-01/21-22/VEHICLE-CDM & PHO, Nayagarh dated 10/05/2021

Sealed tenders are invited from any private individuals/ Local registered Travel Agency onlyhaving valid GSTIN/PAN for providing of vehicles on monthly hiring basis under the undersigned of office of CDM & PHO cum DMD, Nayagarh on annual rate contract basis.

The sealed tenders should reach at O/o CDM & PHO, Nayagarh in any working day by 20.05.2021 till 1.00 P.M along with all required documents by Speed post/Regd. post/Courier only by super scribing on the top of the envelop **"Tender for hiring of vehicles as Public Health Officer (PHO) vehicle"** for different wings at DHH Nayagarh and **"Tender for hiring of vehicles as MHT vehicle for _____ Block"** for MHT vehicle&**"Tender for hiring of vehicles as BPMU vehicle for _____ Block"** for BPMU vehicle (for different health institutions)".The tender will be opened on 21.05.2021 at 10.00 A.M in the office of the undersigned in presence of the bidders/ authorised representative of the Bidders. Details regarding items and terms & conditions may be download from **www.nayagarh.nic.in** . The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Sd/-
CDM & Public Health Officer,
Nayagarh

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REQUIREMENT OF HIRED VEHICLE

Sl No.	Name of Institution	Quantity in Nos.		
		PHO Vehicle	BPMU Vehicle	MHT Vehicle
1	CHC Badapandusar	-	1	1
2	CHC Rajsunakhala	-	1	1
3	CHC Mahipur	-	-	1
4	CHC Sarankul	-	1	-
5	CHC Madhyakhanda	-	1	2
6	CHC Gania	-	-	-
7	CHC Nuagadiasahi	-	-	2
8	CHC Bhapur	-	-	-
9	DHH Nayagarh	3	-	-

TERMS & CONDITIONS FOR HIRING OF VEHICLES

General features:

▫ Any private individuals/Local registered Travel Agency only can participate in the tender process.

▫ Bidders should apply separately for each Block for MHT/BPMU.

▫ Bidders must be applied the tender along with all documents related to the vehicles. No undertaking towards supply of vehicle on hiring of basis is admissible.

▫ The monthly rate of hire charge shall be quoted separately in the price bid including all charges of the Driver (Exclusive of Fuel Cost & Taxes).

▫ The requirement of vehicles as mentioned may vary as per need.

Essential features of vehicle:

▫ The vehicle should have valid - Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance.

▫ The vehicle should be preferably - Mahindra Max/Marshal/Bolero/Tata Sumo etc for MHT/BPMU only and TUV 300/ Bolero/ Ertiga for Departmental Vehicle at DHH Nayagarh only.

▫ The vehicle shall not be more than **5 years old for** MHT and **2 years old for** different Wings & BPMU as on date of advertisement from the date of registration of vehicle and also good running condition during the period of contract. Latest model with BS6 engine shall be preferable.

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Ceiling limit & Mileage of vehicles:

Particulars	Type of Vehicles	Maximum Hiring Charges per month excluding diesel cost	Minimum Average Mileage in Km per litre	Remarks
MHT Vehicle	Mahindra Max/Marshal/Bolero/Tata Sumo etc	Rs.18,000/- per month	12	With A/C / Non A/C facility
BPMU Vehicle		Rs.20,000/- per month	12	
PHO Vehicle	TUV 300/ Bolero/ Ertiga	Rs.31,000/- per month	12	With A/C facility

Major feature of Contract:

▫ The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the Vehicle but excludes the cost of fuel & oil. Only oil and fuel cost will borne by the office by reimbursement @ 12km per litre for MHT vehicle/ BPMU vehicle/ PHO Vehicle @12km per litre only and 1 litre lubricant per 1000kms.

▫ Salary of the driver will paid by the owner. The fuel cost initially will be borne by the party and reimbursed from authority through bill.

▫ Maintenance and all the taxes of the vehicle will borne by the owner (Except toll tax, entry tax, permit fee, Parking charge etc.)

▫ 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 communication, the driver of the vehicle has to be provided with a mobile phone by the Vehicle owner. The mobile no. must be shared with the concerned authorities and it should be kept open 24x7.

▫ The Driver should have a clean track record without any history of conviction in the court of law.

▫ Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.

▫ No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver.

▫ 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.

▫ If during the course of engagement of the vehicle any accidents etc, occurred 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 party only.

▫ The hiring charges will be deducted per day basis if the service is not provided in any day by the party.

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▫ No advance payment is payable by the authority to the party. The billing will be done on a monthly basis (Monthly hiring charge + Reimbursement of fuel cost + Lubricants) and it should be submitted by the party within first week of the following month. The payment will be made only those log books and duty slips which have been signed by the authority or any authorized officer. It will be responsibility of the driver to get approved log book and duty slips for each occasion of journey signed by the authority or any authorized officer on day to day basis.

▫ **The vehicle (MHT/PHO) will be designed / branded by the authority as per NHM norms and connected with GPRS by the Health department.**

▫ The vehicles shall report to the concerned authorities i.e MOI/C for MHT/BPMU vehicles and authority of the different wings/departments for PHO vehicle for duty on all days in a month except Govt. holidays. If emergency arises the driver may be called to report in any holidays.

▫ The vehicles shall be required generally for 12 hours in a day (8 AM to 8 PM). It will make halt if required.

▫ In case of emergency, the driver will have to report for duty as per requirement. No extra payment shall be demanded.

▫ The successful bidder shall execute an agreement with the concerned **Block Medical Officer I/C for engagement of MHT vehicle/ BPMU vehicle and with the authority of the different wings/departments for PHO vehicle.**

▫ There will be an agreement between concerned authority and bidder that in the event of discontinuation of service, either party will be required to give 1 month prior notice intimation to the other party.

▫ The contract shall be initially for a period of one year. It may be extended for another one year subject to the satisfactory performance.

▫ If the services are found to be unsatisfactory, the authority 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.

Location & Operational area:

▫ Each Mobile Health Team (MHT) 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. The hired vehicle will start from the respective health institution. In case the Block CHC isn't located centrally, then the MHT would be positioned in such a way that it covers its targeted institutions with minimal distance coverage as desired by the authority.

▫ Each PHO vehicle will be located at District headquarter at the disposal of the authority of different department/wings. The area of operation will be within the district & provide fixed day services at CHCs/PHCs/SCs/Villages for screening, facilitate & management. Minimum tour to be undertaken by the team will be 20 days per month. Micro plan & route chart to be prepared accordingly by the authority of the department with the staffs in the District in consultation with the MOI/C, PHEO & BPM of the CHCs.

▫ The vehicles with driver will report for duty daily as per the need of concerned authority and will leave with due permission.

Tender Fees and EMD/Security Deposits:

Tender must be accompanied by **Rs.1,000/-** Only (Non refundable) as processing fees & EMD of **Rs.10,000/-** by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of ***ZSS RCH-II", Nayagarh***. Tenders if not accompanied by Processing fees or EMD will not be considered. ***In any case tenders received without EMD will not be entertained / considered at all and will be rejected summarily***. No interest would be paid on the EMD.

▫ 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.

▫ EMD will be refunded to the unsuccessful tender within 30 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.

▫ 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.

▫ Contract period may be extended for another one (1) year after completion of 1st contract of (12 months) if the performance of the service provider is satisfactory.

Other Features:

▫ The income tax as applicable will be charged on prevailing rate.

▫ The selection will be made basing on monthly hiring charges. In case of MHT vehicle/ BPMU Vehicle, the agreement will be executed between concerned Block MOI/C & approved L1 bidder and in case of PHO vehicle, the agreement will be executed between CDM& PHO-cum-DMD, Nayagarh & approved L1 bidder.

▫ The application in the prescribed format i.e. Technical bid in annexure-I & Financial bid in annexure-II along with all relevant documents should reach to the office of the undersigned on or before **20.05.2021 within 1.00 P.M** through Regd. Post / Speed Post / Courier only. Tenders should come during office working hours, which should be super scribed as **"Tender for hiring of vehicles as PHO vehicle"** for Different Wing/Department and **"Tender for hiring of vehicles as MHT vehicle for _____ Block"** for MHT vehicle&**"Tender for hiring of vehicles as BPMU vehicle for _____ Block"** for BPMU vehicle for Zilla Swasthya Samiti, Nayagarh (for different health institutions)".

▫ The undersigned reserves the right to reject all or any offers without assigning the reason thereof.

Note: The bidders can apply for any blocks of Nayagarh district as mentioned and get them empanelled through this tender.

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Documents to be submitted with the tender:

1. Copy of registration for the vehicle.
2. Copy of driver's driving license.
3. Copy of up to date road tax payment receipts.
4. Copy of vehicle insurance.
5. Copy of Pollution Certificate.
6. Copy of PAN card.
7. Copy of GST certificate if any
8. Affidavit for declaration of not blacklisted by any Organization.

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Annexure-I

"HIRING OF VEHICLE ON MONTHLY BASIS"

TECHNICAL BID

PHO☐ MOBILE HEALTH TEAM (MHT) ☐ BPMU☐

(Mark √ where provide)

Applied for Block(In case of MHT/BPMU):_____

The details in respect of the Agency / Individual are as given below:

1	Name of the Bidder		
2	Status of the Bidder (Local Travel Agency/Individual)		
3	Detail Address with Phone no. of bidder		
4	Registration Certificate in case of (Local Travel Agency) (Proof to be attached)		
5	GST Registration no.(Proof to be attached)		
6	PAN Detail (Proof to be attached)		
7	Detail of Tender fee of Rs.1,000/- in favour of "ZSS RCH II, Nayagarh"		
8	Detail of E.M.D of Rs.10,000/- in favour of "ZSS RCH II, Nayagarh"		
9	No. of Vehicle available other than bid vehicle		
10	No. of drivers employed by the organisation. (Proof of Driving License to be attached)		
11	**Vehicle Details** (All proof to be attached and originals to be produced at the time of bid opening)	Name of Owner	
		Model of the vehicle	
		Date of Registration	
		Registration No.	
		Fitness Certificate	
		Road tax Clearance up to	
		Validity of Insurance up to	
		Pollution Certificate up to	
12	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)		

(Signature of the Authorized Signatory)

Name:

Designation:

Date:

Place:

Tender: Vehicle_2021-22/Nayagarh

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Seal:

Annexure-II

FINANCIAL BID

Rates quoted for hiring of Vehicle (4 wheeler Passenger Vehicle) on a monthly basis

PHO☐ MOBILE HEALTH TEAM (MHT) ☐ BPMU☐

(Mark √ where provide)

Applied for Block(In case of BPMU/MHT):_____

Particulars	**Monthly Hiring charges in Rs. including all charges of the Driver (Exclusive of Fuel Cost & Service Tax)**
Type of Vehicle	
Variant of the vehicle (Petrol/Diesel)	
Monthly hiring charges of the Passenger Vehicle(without fuel) with Driver	
Provision of AC (YES / NO)	

- Fuel (Diesel) shall be reimbursed @ 12 Km / Liter basis (for MHT/BPMU)
- Fuel (Diesel) shall be reimbursed @ 12 Km / Liter basis (for PHO only)

DECLARATION

1. We are not involvement in any major litigation that may have an impact of affecting or comprising the delivery of services as required under this tender.
2. We are not black listed by any Central / State Government /Public sector undertaking in India.

Yours faithfully,

(Signature)

Date:
Place:

Name:
Designation:
Seal:

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