



OFFICE OF THE SUPERINTENDENT, CHC RAJSUNAKHALA  
(BLOCK PROGRAMME MANAGEMENT UNIT)  
Department of Health & Family Welfare, Orissa  
Email id- [nhm.rajsunakhala@gmail.com](mailto:nhm.rajsunakhala@gmail.com)



### TENDER CALL NOTICE

AdvtNo:-01/24-25/VEHICLE-Superintendent ,CHC RAJSUNAKHALA,Nayagarh Dated :-  
03.01.2025

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 Superintendent,CHC Rajsunakhala ,Nayagarh on annual rate contract basis.

The sealed tenders should reach at O/o Superintendent, CHC Rajsunakhala ,Nayagarh in any working day by 24.01.2025 till 5.00 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".The tender will be opened on 27.01.2025 at 12.00 P.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.odisha.gov.in](http://www.nayagarh.odisha.gov.in) . The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

  
SUPERINTENDENT,  
CHC RAJSUNAKHALA,NAYAGARH

## REQUIREMENT OF HIRED VEHICLE

Sl No.	Name of Institution	Quantity in Nos.
		MHT Vehicle
1	CHC RAJSUNAKHALA	02 nos.

## TERMS & CONDITIONS FOR HIRING OF VEHICLE

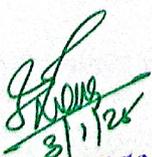
### General features:

- Any private individuals/Local registered Travel Agency only can participate in the tender process.
- Bidders must be applied the tender along with all documents related to the vehicles.
- 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 vehicle as mentioned is as per need.

### Essential features of vehicle:

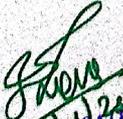
- The vehicle should have valid - Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance.
- The vehicle should be diesel driven. Preferably - Mahindra Max/Marshall/Bolero/Tata Sumo etc for MHT.
- The vehicle shall not be more than 5 years old 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.
- Ceiling limit & Mileage of vehicles:

Particulars	Type of Vehicles	Maximum Hiring Charges per month excluding diesel cost	Minimum Average Mileage in Km per litre (NON AC)
MHT Vehicle	Mahindra Bolero/TUV/Scorpio/Tata Sumo etc	Rs.22,000/- per month	12 km/per litre

  
3/1/24  
Superintendent  
C.H.C Rajsunakhala  
Dist-Nayagarh

**Major feature of Contract:**

- Maintenance and all the taxes of the vehicle will borne by the owner (Except toll tax, entry tax, permit fee, Parking charge etc.)
- 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.
- 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.
- 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 number must be shared with the concerned authority and it should be kept open 24 X 7
- 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.
- 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.
- 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) 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 (if any) 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 (if any) for each occasion of journey signed by the authority or any authorized officer on day to day basis.
- **The vehicle (MHT) will be designed / branded by the authority as per NHM norms and connected with GPS by the Health department.**
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver.

  
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Dist-Nayadarn

- The successful bidder shall execute an agreement with the Superintendent CHC RAJSUNAKHALA for engagement of MHT 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 one year. It may be extended for another one year subject to 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 behavior of the Driver is not proper;
  - Any attempt to tamper the log book/GPS 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 Superintendent. The hired vehicle will start from the respective health institution. In case the Block CHC is not 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.
- 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 EMD of Rs.10,000/- by way of Demand Draft/ Bank Guarantee (Must be submitted), drawn on any Nationalized Bank in favour of **RKS CHC RAJSUNAKHALA, Nayagarh**. Tenders if not accompanied by 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 1<sup>st</sup> 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. The agreement will be executed between Superintendent CHC RAJSUNAKHALA & 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 **24.01.2025 within 05.00 P.M** through Regd. Post / Speed Post / Courier only. Tenders should come during office working hours, which should be superscribed as "Tender for hiring of vehicles".
- The undersigned reserves the right to reject all or any offers without assigning the reason thereof.

**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.

  
3/1/25  
Superintendent;  
C.H.C Raisunaknala  
Dist-Nayadarn

## "HIRING OF VEHICLE ON MONTHLY BASIS"

**TECHNICAL BID**

Applied for: MHT, CHC RAJSUNAKHALA

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 E.M.D of Rs.10,000/-in favour of "RKS ,CHC - RAJSUNAKHALA, Nayagarh"	
8	No. of Vehicle available other than bid vehicle	
9	No. of drivers employed by the organisation. (Proof of Driving License to be attached)	
10	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.
		Commercial License
		Fitness Certificate
		Road tax Clearance up to
		Validity of Insurance up to
11	Declaration - I/We are not blacklisted by any Central/State Government/Public Sector Undertaking in India. <b>(To be furnished in non-judicial stamp paper of worth Rs.10/- duly certified by Notary)</b>	
12	<b>Undertaking:</b> That the vehicles to be provided will not belong to any employee of Govt. Staff & Mission Directorate or his/her relative.(To be furnished in non-judicial stamp paper of worth Rs.10/- duly certified by Notary)	

Date:  
Place:(Signature of the Authorized Signatory)  
Name:  
Designation:  
Seal:

**Annexure-II**  
**FINANCIAL BID**

Rates quoted for hiring of Vehicle (4 wheeler Passenger Vehicle) on a monthly basis  
**Applied for: MHT, CHC RAJSUNAKHALA**

Particulars	Monthly Hiring charges in Rs. including all charges of the Driver (Exclusive of Fuel Cost & GST)
Type of Vehicle	
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.

**DECLARATION**

1. I/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. I/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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Dist-Nayagar  
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