



OFFICE OF THE
CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER CUM
DISTRICT MISSION DIRECTOR,
NATIONAL HEALTH MISSION, NAYAGARH
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Bid No. 04...../2025

Date: 04/07/2025

Tender Call Notice

Sealed tenders are invited from interested reputed travel agencies/ tour operators/ private individuals/NGOs for providing three numbers of A/C or Non-A/C diesel driven vehicles (Tata Safari / Mahindra Bolero, Bolero Neo, Scorpio any other Jeep Model Vehicle) on monthly hiring basis for use in different sections/Programmes under National Health Mission, Nayagarh & respective establishment which shall confirm to the Terms & Conditions (Annexure-I).

- 1) The service provider shall have a valid GST registration to participate in the tendering.
- 2) The service provider, participating in the bidding process under the jurisdiction of Municipality / Municipal Corporation, shall be registered on GeM Platform.
- 3) The vehicle must be in roadworthy condition, shall not be more than three years old from the date of initial registration and must have valid registration certificate, insurance certificate, fitness certificate, valid contract carriage permit, proof of up-to-date tax payment etc., which are mandatory for plying of vehicle
- 4) The Driver of the vehicle must have a valid driving licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- 5) The Driver should be well behaved, gentle and obedient in nature.
- 6) A sum of **Rs. 10,000/- (Rupees Ten thousand)** only should be deposited by the intending bidder in shape of account payee bank draft **per vehicle** in favour of **"ZSS Non-NRHM Fund Nayagarh"** payable at Nayagarh and submitted along with the tender as Security Deposit. After completion of the tender process the amount will be refunded to unsuccessful bidders and to the successful bidder on completion of the agreement period. The same will be forfeited on the event of non-compliance.
- 7) The monthly rate of hire charges is to be quoted separately for each vehicle in the general bid information (excluding fuel).
- 8) The vehicle must achieve **a minimum fuel efficiency of 12 K.M.** per litre for Non-AC and **10 K.M. per litre for AC** use of vehicle.

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- 9) The details of the make and year of the manufacture of the vehicle, registration number and name of the driver with driving license number and period of validity should be specifically provided in the general bid information to be furnished with the tender (Annexure-III) for each vehicle separately.
- 10) The tender document completed in all respect should reach the **O/o. The CDM & PHO, Nayagarh, District Headquarter Hospital, Nayagarh, Pin-752069** through Regd. Post/ Speed Post/ Courier only **on or before 31.07.2025 by 5.30 PM** and shall be opened on the same day i.e. 01.08.2025 at 11.00 AM in the presence of the bidders or their authorised representatives in the office chamber of the Chief District Medical & Public Health Officer, Nayagarh. The cover of the bid must be superscribed as **"Tender for Hiring of Vehicle on Monthly Hiring Basis"** otherwise bid will be rejected.
- 11) The application form of tender containing general bid information and terms and conditions for hiring of vehicle etc. can be downloaded from Nayagarh district website <https://nayagarh.odisha.gov.in> from 03.07.2025 to 31.07.2025. The applicant shall furnish a Demand Draft of **Rs.1,000/- (Rupees One Thousand Only)** only **per vehicle** in favour of **"ZSS Non-NRHM Fund, Nyagarh"** payable at Nayagarh towards the cost of application (Non Refundable) along with the application.
- 12) The lowest rate quoted towards hiring charges will be selected for engagement.
- 13) In case the quoted prices of different bidders are same for the specified vehicle, then the hire rate will be negotiated with the bidders for minimise of the quoted rate and the lowest quote will be considered as final rate.
- 14) The District Authority / Tender Inviting Authority reserve the right to accept or reject any proposal at any time without any liability or any obligation for such rejection or annulment and without assigning any reason thereof.


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Terms & Conditions of Hiring Vehicles:

The following terms and conditions must be fulfilled by the bidder for providing vehicles on monthly rent basis.

1. The bidder **must have valid GST number and an operative PAN.**
2. 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 DL of the driver available all the times.
3. The department /office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles or loss of life/ injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever.
4. The hire charge to be paid for monthly basis is final but does not include the cost of diesel, which is to be paid separately basing on actual consumption and existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, gear box & differential coolant, tyres & tubes, battery etc. will be borne by the bidder.
5. It shall be the responsibility of the bidder to provide a good driver, and the salary or wages of the driver shall be borne by the owner.
6. In case of breakdown for any reason whatsoever, the replacement of the same or better model shall be provided by the owner of the vehicle/bidder.
7. **Vehicle must not be more than 3 years old from the initial registration as on 05/07/2025** and also in good condition during the period of contract.
8. There will be an agreement between authority and party for availing the services, either party can discontinue the service with 1 month prior intimation to other party.
9. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
10. The vehicles shall report for duty for minimum of 25 days in a month.
11. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
12. No advance payment will be made by the authority to the party. The billing will be done on a monthly basis and it should be submitted by the party by the first week of the following month.
13. The authority has right to **brand the vehicle** as per requirement of the scheme.
14. TDS of GST and Income Tax, as applicable, will be deducted from the hiring charges.
15. 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.
16. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

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GENERAL INFORMATION FOR HIRING VEHICLES**VEHICLE HIRED ON MONTHLY RENTED BASIS**

| Sl. No. | General Information & Price offered | |
|---------|---|---|
| 1 | Name of the Bidder | |
| 2 | Complete Address of bidder | |
| 3 | GST Number | |
| 4 | GeM Registration Number | |
| 5 | Bank Account No. and IFSC Code | |
| 6 | Types of the vehicle (AC/Non-AC) | |
| 7 | Registration No. of Vehicle | |
| 8 | Year of Manufacture | |
| 9 | Make & Model | |
| 10 | Date of Registration | |
| 11 | Name and Complete address of the owner of the vehicle | |
| 12 | Fitness certificate validity | |
| 13 | Pollution Certificate Validity | |
| 14 | Permit validity | |
| 15 | Insurance validity | |
| 16 | Name/Address of the Driver | |
| 17 | DL No & Validity of the DL of the Driver | |
| 18 | PAN of the Bidder | |
| 19 | Proposed hire charges of the vehicle per month excluding fuel cost & Taxes. | |
| 20 | Rate of fuel consumption/ Millage per litre | |
| 21 | Contact Number of the service provider | |
| 22 | Contact number of Driver | |
| 23 | DD No., date & amount for Application Fees (Non refundable) | DD No/ dated Rs. 1,000/- (Rupees One Thousand only) |
| 24 | DD No. date and amount for Security Deposit. | DD No/ dated Rs. 10,000/- (Rupees Ten thousand only) |

“Certified that the information submitted above is true to the best of my knowledge and belief”

Place:
Date:


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Signature of the Bidder
Full Name:
Seal: