

No. 1295 /NVBDCP,SNGDate. 13/8/2020

To

Dy. Director (Advertisement) - cum- Secretary to Govt.  
I & PR Deptt., Odisha  
Bhubaneswar

Sub:- Advertisement of Tender call notice.

Sir,

Please publish the following advertisement using minimum space as per Govt. norms in one Odia & English newspaper for one day & single edition only. The bill will be submitted to the Chief District Medical & Public Health Officer, Sundargarh for payment.

Yours Faithfully

*[Signature]*  
Chief District Medical & Public Health Officer  
Sundargarh.

Advt. No. 1298Date:- 13/8/2020**TENDER CALL NOTICE**

Sealed Request for Proposal are invited from interested Travel Agencies / Tour Operators or Individuals for providing of diesel driven vehicles **for hiring of vehicles for RBSK (MHT) / DPMU/ BPMU/NVBDCP on a monthly basis or daily basis for implementation of the NHM Programme.** Details regarding eligibility criteria, terms & conditions and the formats of submission of tender are mentioned in the tender document which may be downloaded from the website: [www.sundargarh.nic.in](http://www.sundargarh.nic.in). Interested Agencies / Tour Operators or Individuals may submit their tenders in a sealed envelope with super-scribing on the top of the sealed envelope as **"Hiring of Vehicles under (RBSK/ DPMU/ BPMU/NVBDCP)" in reference to Advertisement No- \_\_\_\_\_ dtd- \_\_\_\_\_**. The tenders should reach the office of the undersigned by registered / Speed post/ Courier on or before 07.09.2020 (till 05 P.M). The Tenders will be opened at **11.30 A.M on 08.09.2020**. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Chief District Medical & Public Health Officer  
Sundargarh

Memo No- 1296Date- 13/8/2020

Copy forwarded to the District Information Officer, NIC, Sundargarh for information and you are requested to upload the details information & publish the same in the aforesaid website.

*[Signature]*  
Chief District Medical & Public Health Officer  
Sundargarh

Memo No 1297Date- 13/8/2020

Copy forwarded to the Notice Board, Of the CDM & PHO/ DIPRO/ Collectorate Sundargarh for information and necessary action. They are requested to display the same in their notice board for wide publication.

*[Signature]*  
Chief District Medical & Public Health Officer  
Sundargarh

No. \_\_\_\_\_/NVBDCP,SNG

Date, \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/

Advertisement No. \_\_\_\_\_

Date \_\_\_\_\_

**TENDER DOCUMENT**  
**FOR**  
**RBSK/ DPMU/ BPMU/NVBDCP**  
**VEHICLE**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-I**  
**DATE & TIME OF TENDER SUBMISSION & FINALISATION**

RFP No. RBSK/ DPMU/ BPMU/ VEHICLES/ \_\_\_\_\_ Date: \_\_\_\_\_

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES AT LEVEL UNDER RASHTRIYA BAL SWASTHYA KARYAKRAM ( RBSK) / MONTHLY BASIS AT DPMU UNDER NATIONAL HEALTH MISSION (NHM)

1	Period Availability of RFP Document	From <u>14.08.2020</u> to <u>05.09.2020</u> (Downloadable from website: <a href="http://www.sundargarh.nic.in">www.sundargarh.nic.in</a> )
2	Pre-bid Conference (to resolve all the issues, clarification regarding the bid of interested bidder)	Date:- <u>24.08.2020</u> , Time: 12 Noon  At Office Chamber of CDM & PHO,Sundargarh.
3	Last date for submission of Tender & address	Date:- <u>07.09.2020</u> , Time: 5.00 P.M  Address: CDM & PHO, At/ Po/ Dist.:- Sundargarh, Pin-770001  ( Through Speed Post / Registered post / Courier only)
4	Date, time and place of opening of Tender ( Technical & Financial Bid)	Date: <u>08.09.2020</u> , Time-11.30 A.M.  Place of Tender Opening : O/O CDM &PHO, Sundargarh ( Bidders / authorised representative may remain present at the time of opening of tender)



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**TENDER DOCUMENT**  
**FOR**  
**RBSK VEHICLE**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-I**  
**INSTRUCTIONS TO BIDDERS**

**1) Scope**

Interested bidders fulfilling the eligibility criteria may submit their bid separately for one or more than one block of their interest.

**2) Eligibility Criteria**

- Any private individuals/ Tour operators / Travel Agency / Society / Firm can participant in the tender process
- Should submit the required EMD @ Rs. 10, 000/- & Tender paper cost Rs. 500/- 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) separately for any block of their interest. The bidders interested to submit their bids for more than one block, can do so by submitting separate bids with EMD & documents as set forth in this RFP document at the officer of the CDM & PHO, Sundargarh the details or which is mentioned in section IV: Schedule of Tender submission. District can negotiate with the bidders for supply of vehicle for other block where vehicle under is required.

**4) Packing, sealing and Marking of Bid**

- (a) The **sealed envelope** containing the Annexure-I, photocopy of the required documents & Annexure-II should clearly be **super scribed** with the following:

**Tender for "Hiring of Vehicles under Rashtriya Bal Swasthya Karyakram (RBSK)".**

- **RFP no. & Block Name** (The bidder should clearly mention the **Block Name for Which the proposal is submitted**). Prior to submission of Bid, bidder has to get detail of the block CHC for which vehicle is required from the office of CDM & PHO or Superintendent of concerned CHC and Submit bid accordingly.
  - The bidder's name & address shall be mentioned in the left hand corner of the envelope.
  - The envelope shall be **addressed to the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001**, for which they want to bid as mentioned at section- IV: Schedule of tender Submission)
- (b) If the envelope is not sealed and marked as mentioned above, then the under signed will assume no responsibility for the tender's misplacement or premature opening. Telex, Cable or facsimile tenders will be rejected.

**5) Content of the Tender Submission**

**The sealed envelope shall contain the following:**

- a. Tender paper cost of Rs. 500/- & EMD of **Rs. 10,000/-** in the shape of a Demand Draft (for each vehicle they want to offer) in favour of the ZSS, Non-NRHM, Sundargarh payable at Sundargarh.
- b. **Annexure-I** duly filled in
- c. Any other details, the bidder like to include in the proposal in Annexure-1.
- d. **Annexure-II (Financial Bid)** with proper signature and seal of the bidder.

**6) Number of Proposals**

Interested bidders fulfilling the eligibility criteria may submit their proposal **separately for any one / more than one block of their choice.** However district can negotiate with bidder for supply of vehicle by the bidder for other block CHC if required.

The bidders have to submit their proposals at **the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001,**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-II****TERMS OF REFERENCE****Hiring of Vehicles for Mobile Health Teams ( MHT) under RBSK****1. What is RBSK:**

The National Health Mission is launching a new initiative of **Rashtriya Bal Swasthy Karyakram (RBSK)**, a Child Health Screening and Early Intervention service Programme to provide Comprehensive care to all the Children in the community.

The objective of this initiative is to improve the overall quality of life of children (0-18 years) through early detection of birth Defects, Diseases, Deficiencies, Development Delays and Disability. The high burden of these childhood ill health contributes significantly health screening and Early Intervention Services envisage covering 30 Identified health conditions for early detection, free treatment and its management.

**2. Mobile health Teams under RBSK**

**Under RBSK, Mobile Health Team (MHT)** will be formed for periodical child health screening at AWC, School and at +2 Junior colleges. The MHTs will cover at least once in a year to non- Residential schools, Bi- annually to Anganwadi Centres and quarterly to Residential Schools. Per day each MMT will screen average 90 children at WCs or 150 school/ College student as per the prepared Micro plan.

**The MHT will Comprise** of two AYUSH Doctors (One Male & One Female), One Pharmacist and one ANM.

The Block CHC wise list of MHT proposed to be engaged is at Section IV.

**3. Location & Operational Area of MHTs**

- **Each Mobile health Teams (MHT)** will be allotted with a specific operational area under the Block CHC for visit of targeted institutions.
- The vehicle will be attached to the Block CHC at the **disposal of CHC Superintendent** .
- **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.
- The hired vehicle will be stationed at respective health institution.

**4. Essential Features of Vehicles to be engaged for MHT**

- The vehicle **shall not be more than 5 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 vehicle should be compatible for installation of GPRS device like with digital speedometer and with central locking system.
- **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:** (as per office memorandum of Finance Deptt. No. 34085 /Fin-COD-MV-0007-2012, dated 29.09.2012)



No.	/NVBDCP,SNG		Date. _____/	
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/ Mahindra Scorpio	12 kmpl	Rs.18,000/-  (However ,rate will be fixed for all vehicles as per L1 rate of the respective block)	<b>GST would be reimbursed separately over &amp; above the hire charges.</b>

- **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.
- The vehicle will be connected with **GPRS by the health department.** The GPRS equipment would be installed in the vehicle by the health department.

#### 5. Major Features of contract

- **Vehicle will be hired locally** on contractual basis .The contracts shall be initially **for a period of one year which may be extended** subject to satisfactory performance assessed by appropriate authority (Superintendent of respective 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 and lubricants).
- **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 report for duty for **minimum of 26 days** in a month.
- 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 vehicle will be used exclusively **for RBSK related health services.**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

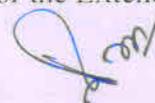
- The driver will maintain a log book to track vehicle movement .The log book will be verified and checked by the Medical Officer of MHT and counter checked by the Superintendent of block CHC/PHC on regular basis.
- NHM shall invest additional fund for branding & setting up of GPRS in these vehicles.
- If the bidder violets any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the Member Secretary of respective Rogi Kalyan Samiti (RKS) 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.

#### **6. EMD/Security Deposit**

- **Tenders shall have to deposit Tender paper cost of Rs. 500/- and EMD of Rs. 10,000/-** (Rupees Fifteen Thousand only) per vehicle offered in the form of crossed Demand Draft /Pay Order in favour of **ZSS Non-NRHM, Sundargarh**, Payble at Sundargarh, 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.



No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

- **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:**

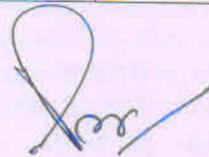
- For timely Completion of the tender process, tender notice will be published centrally by the District office indicating block wise requirement of vehicles on hire basis. However, tender documents will be submitted **at CDM & PHO, District Head Quarter Hospital, Sundargarh.**
- **Seal tenders** in the prescribed form duly super-scribed "**Tender for Hiring of Vehicles for mobile Health Team under RBSK**" addressed to the CDM & PHO, At/P.O/ Dist- Sundargarh, Pin- 770001.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorised signatory on each page
- **The district procurement committee** will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatever 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 RKS of respective block CHC and the approved L1 bidder.**
- The monthly hiring charges of all vehicles required for the block will be fixed as per the L1 price of the respective block. If requisite number of vehicles is not provided by the L1 bidder L2, L3, L4 and so on bidders shall be selected provided they match to the L1 rate.

**8) Self Declaration ( Affidavit):**

The firm/ individual have to give an undertaking that the vehicle to be engaged must not belong to the employee of NHM and CDM & PHO office or any Health Department employee or close relative of the employee of the above category. At any point of time if the declaration given by the firm / individual will be found to be incorrect, then contract shall be cancelled & the performance security shall be forfeited. (As per annexure-III)

**9) Details of Vehicles Requirement**

Sl No	Name of the Block	No of vehicle required	Remarks
1	Hatibari	01	
2	Kuarmunda	03	
3	Subdega	01	
4	Laing	03	
5	Mangaspur	01	
6	Hemgir	02	
7	Kutra	01	
8	Birkeria	01	



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**Annexure-I****Technical Bid for Hiring of vehicle under RBSK**

Name of the Block CHC applied for: \_\_\_\_\_

Name of the District: Sundargarh

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 Tender paper cost enclosed (@ Rs. 500/- per vehicle to be submitted)			
6	Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)			
7	Self declaration ( Affidavit) Annexure-IV			
8	<b>Details of Vehicle (s) enclosed (Only vehicle with commercial registration shall be accepted)</b> <ul style="list-style-type: none"> <li>• Date of Purchase-</li> <li>• Make &amp; Model-</li> <li>• Registration No.-</li> <li>• Insurance certificate</li> <li>• Fitness Certificate,</li> <li>• Up to date tax payment</li> </ul> <p>Documentary evidence (Photocopy) for all above details to be attached.</p>	Vehicle 1	Vehicle 2	Vehicle 3
9	Declaration – I/We are not black-listed by any central /State Government/Public sector undertaking in India.(To be furnished in non judicial stamp paper of worth Rs.20/- duly certified by Notary)			

**N.B: Tender paper cost @ 500/- & EMD @Rs.10,000/- per vehicle to be submitted**

Yours faithfully,



(Signature of the Applicant)

Name:

Designation:

Seal:

No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**Annexure-II**

**Financial Bid**

Make & Model Vehicle	*Monthly Hiring Charges (Rs.) including all charges of the Driver (Exclusive of Fuel Cost & GST)	Average Mileage in Kms Per Litre of Fuel

(\*Pl. Refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Section -III of the RFP)

Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_.

Date:

Place:

Seal: \_\_\_\_\_



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**TENDER DOCUMENT**  
**FOR**  
**DPMU/ BPMU/NVBDCP VEHICLE**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-I**  
**INSTRUCTIONS TO BIDDERS**

**1) Scope**

Interested bidders fulfilling the eligibility criteria may submit their bid.

**2) Eligibility Criteria**

- Any private individuals/ Tour operators / Travel Agency / Society / Firm can participant in the tender process
- Should submit the required EMD @ Rs. 10, 000 and tender paper cost@ Rs. 500.

**Note: Vehicles with only Commercial registration shall be accepted.**

**3) Submission and Signing of Tender**

Interested eligible bidders may submit their bid (s). The bidders interested to submit their bids with Tender paper cost, EMD & documents as set forth in this RFP document at the office of the CDM & PHO, Sundargarh the details or which is mentioned in section IV: Schedule of Tender submission.

**4) Packing, sealing and Marking of Bid**

- (c) The **sealed envelope** containing the Annexure-I, photocopy of the required documents & Annexure-II should clearly be **super scribed** with the following:

**Tender for "Hiring of Vehicles on a monthly basis under DPMU/ BPMU/NVBDCP, O/o CDM & PHO, Sundargarh.**

- The bidder's name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed to the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001**, for which they want to bid as mentioned at section- IV: Schedule of tender Submission)
- (d) If the envelope is not sealed and marked as mentioned above, then the under signed will assume no responsibility for the tender's misplacement or premature opening. Telex, Cable or facsimile tenders will be rejected.

**5) Content of the Tender Submission**

**The sealed envelope shall contain the following:**

- e. Tender paper cost of Rs. 500/- & EMD of **Rs. 10,000/-** in the shape of a Demand Draft in favour of the ZSS, Non-NRHM, Sundargarh payable at Sundargarh.
- f. **Annexure-I** duly filled in
- g. Any other details, the bidder like to include in the proposal in Annexure-1.
- h. **Annexure-II ( Financial Bid)** with proper signature and seal of the bidder.

The bidders have to submit their proposals at **the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001.**



No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-II****TERMS OF REFERENCE****Hiring of Vehicles for DPMU/ BPMU/NVBDCP on a monthly or daily Hiring basis under NHM****7. Essential Features of Vehicles to be engaged for DPMU/ BPMU**

- The vehicle **shall not be more than 3 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.

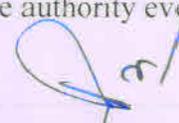
**Specifications:** (as per office memorandum of Finance Deptt. No. 27037 /Fin-COD-RULE-0004/2015 Dt. 08-10-2015)

Make & Model	Minimum Average Mileage/Lit. For reimbursement purpose	Maximum hire charges per month	Remarks
Bolero/ Mahindra Scorpio	10 KM/Liter	As per office memorandum of Finance Deptt. No. 27037 /Fin-COD-RULE-0004/2015 Dt. 08-10-2015	<b>GST would be reimbursed separately over &amp; above the hire charges.</b>

- **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 locally** on contractual basis .The contracts shall be initially **for a period of one year which may be extended** subject to satisfactory performance assessed by appropriate authority every year.



No. \_\_\_\_\_/NVBDCP, SNG Date. \_\_\_\_\_/

- 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 and lubricants).
- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, GST, parking fee, toll tax etc for which State Government or NHM 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 report for duty for all the days.
- The vehicles shall be required generally for **12 hours in a day (8 AM to 8 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.
- If the bidder violets any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the CDM& PHO 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 Tender paper cost of Rs. 500/- ( Rupees five hundred and EMD of Rs. 10,000/- (Rupees Fifteen Thousand only)** per vehicle offered in the form of crossed Demand Draft /Pay Order in favour of **ZSS Non-NRHM, Sundargarh**, Payable at Sundargarh, 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.



No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

- **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..

**10. Tender Procedure:**

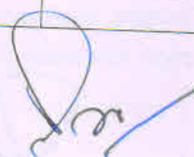
- Tender documents will be submitted at **CDM & PHO, District Head Quarter Hospital, Sundargarh.**
- Seal tenders in the prescribed form duly super-scribed "**Tender for Hiring of Vehicles for DPMU/ BPMU, O/o, CDM & PHO, Sundargarh**" addressed to the CDM & PHO, At/P.O/ Dist- Sundargarh, Pin- 770001.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorised signatory on each page.
- **The district procurement committee** will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatever will not be accepted/considered at all under any Circumstances.
- Comparative statement duly signed by tender/procurement committee will be **approved.**
- A separate agreement will be **executed between the CDM & PHO and the approved L1 bidder after finalisation of bid process.**

**11. Self Declaration( Affidavit):**

- The firm/ individual have to give an undertaking that the vehicle to be engaged must not belong to the employee of NHM and CDM & PHO office or any Health Department employee or close relative of the employee of the above category. At any point of time if the declaration given by the firm / individual will be found to be incorrect, then contract shall be cancelled & the performance security shall be forfeited. (As per annexure-III)

**12. Details of Vehicles Requirement**

SI No	Name of the Block/ DPMU	No of vehicle required	Remarks
1	DPMU Sundargarh	3	
2	NVBDCP Sundargarh	1	
3	BPMU Laing	1	
4	BPMU Mangaspur	1	
5	BPMU Kuarmunda	1	
6	BPMU Kinjirkela	1	
7	BPMU Birkera	1	



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

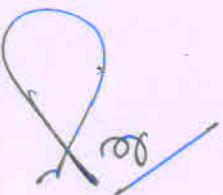
**Annexure-I****Technical Bid for Hiring of vehicle under NHM**

Applied for (Name of the Block/Place): \_\_\_\_\_

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 Tender Cost enclosed ( Tender paper cost @ Rs. 500/- per vehicle to be submitted.	
6	Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)	
7	Self declaration ( Affidavit) Annexure-IV	
8	<p>Details of Vehicle (s) enclosed (<b>Only vehicle with commercial registration shall be accepted</b>)</p> <ul style="list-style-type: none"> <li>• Date of Purchase-</li> <li>• Make &amp; Model-</li> <li>• Registration No.-</li> <li>• Insurance certificate</li> <li>• Fitness Certificate,</li> <li>• Up to date tax payment</li> </ul> <p>Documentary evidence (Photocopy) for all above details to be attached.</p>	
9	Declaration – I/We are not black-listed by any central /State Government/Public sector undertaking in India.(To be furnished in non judicial stamp paper of worth Rs.20/- duly certified by Notary)	

**N.B: Tender paper cost @ 500/- & EMD @Rs.10,000/- per vehicle to be submitted**

Yours faithfully



(Signature of the Applicant)

Name:

Designation:

Seal:

No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**Annexure-II**

**Financial Bid**

Make & Model Vehicle	*Monthly Hiring Charges (Rs.) including all charges of the Driver <b>(Exclusive of Fuel Cost &amp; GST)</b>	Average Mileage in Kms Per Litre of Fuel

(\*Pl. Refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Section -III of the RFP)

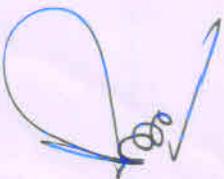
Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_.

Date:

Place:

Seal: \_\_\_\_\_



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**TENDER DOCUMENT**  
**FOR**  
**HIRING OF VEHICLES ON DAILY**  
**BASIS UNDER DPMU**

No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**SECTION-I**  
**INSTRUCTIONS TO BIDDERS**

**1) Scope**

Interested bidders fulfilling the eligibility criteria may submit their bid.

**2) Eligibility Criteria**

- Any private individuals/ Tour operators / Travel Agency / Society / Firm can participant in the tender process

**Note: Vehicles with only Commercial registration shall be accepted.**

**3) Submission and Signing of Tender**

Interested eligible bidders may submit their bid (s).The bidders interested to submit their bids with documents as set forth in this RFP document at the office of the CDM & PHO, Sundargarh the details or which is mentioned in section IV: Schedule of Tender submission.

**4) Packing, sealing and Marking of Bid**

- (a) The **sealed envelope** containing the Annexure-I, photocopy of the required documents & Annexure-II should clearly be **super scribed** with the following:

**Tender for "Hiring of Vehicles on Daily basis under DPMU, O/o CDM & PHO, Sundargarh".**

- The bidder's name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed to the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001**, for which they want to bid as mentioned at section- IV: Schedule of tender Submission)
- (b) If the envelope is not sealed and marked as mentioned above, then the under signed will assume no responsibility for the tender's misplacement or premature opening. Telex, Cable or facsimile tenders will be rejected.

**5) Content of the Tender Submission**

**The sealed envelope shall contain the following:**

- a. **Annexure-I** duly filled in
- b. Any other details, the bidder like to include in the proposal in Annexure-1.
- c. **Annexure-II (Financial Bid)** with proper signature and seal of the bidder.

The bidders have to submit their proposals at **the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001,**



No. \_\_\_\_\_ /NVBDCP,SNG Date. \_\_\_\_\_ /

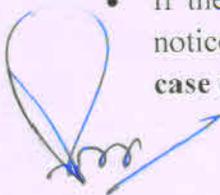
**SECTION-II**  
**TERMS OF REFERENCE**  
**Hiring of Vehicles for Daily basis for DPMU under NHM**

**1. Essential Features of Vehicles to be engaged for MHT**

- The vehicle **shall not be more than 3 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.
- **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.

**2. Major Features of contract**

- **Vehicle will be hired locally** on daily basis .The contracts shall be initially **for a period of one year which may be extended** subject to satisfactory performance assessed by appropriate authority.
- Any Private individuals /Tour operators/ Transport Agency /Society /Firm can participate in the tender process.
- **The daily rate of hire charge** shall be quoted separately in the price bid (excluding fuel and lubricants).
- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, GST, 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 report for duty on call Basis.
- The vehicles shall be required generally for **10 hours in a day (8 AM to 8 PM).**
- The driver will maintain a log book to track vehicle movement counter sign by user.
- 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:**



No. \_\_\_\_\_ /NVBDCP,SNG Date. \_\_\_\_\_ /

- ✓ 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.

### 3) **Tender Procedure:**

- Tender documents will be submitted at **CDM & PHO, District Head Quarter Hospital, Sundargarh.**
- **Seal tenders** in the prescribed form duly super-scribed "**Tender for Hiring of Vehicles on daily basis for DPMU, O/o CDM & PHO, Sundargarh**" addressed to the CDM & PHO, At/P.O/ Dist- Sundargarh, Pin- 770001.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorised signatory on each page
- **The district procurement committee** will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatever will not be accepted/considered at all under any Circumstances.
- Comparative statement duly signed by tender/procurement committee will be **approved.**
- The separate agreement will be **executed between the CDM & PHO and the approved L1 bidder after finalisation of bid process.**



No. \_\_\_\_\_/NVBDCP,SNG Date. \_\_\_\_\_/

**Annexure-I****Technical Bid for Hiring of vehicle on daily basis under NHM**

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	Declaration – I/We are not black- listed by any central /State Government/Public sector undertaking in India.(To be furnished in non judicial stamp paper of worth Rs.20/- duly certified by Notary)	

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**Annexure-II**

**Financial Bid For Hiring of vehicle on daily basis under NHM**

Make & Model Vehicle	Daily Hiring Charges per day	Average Mileage in Kms per litre	Night Halting Charges per day
Scorpio			
Bolero			
TUV			
Swift Desire			
Innova			
Other if any (Plz Specify)			

Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_.

Date:

Place:

Seal: \_\_\_\_\_



No. \_\_\_\_\_/NVBDCP,SNG

Date. \_\_\_\_\_/

**Annexure-III**

**Self Declaration**

I/We \_\_\_\_\_ (Name), S/O, D/O  
\_\_\_\_\_ Address \_\_\_\_\_ is  
hereby declare, that the intended vehicle to be engaged is /are not belongs to the employee of  
NHM, CDM & PHO office or any Health Department employee or close relative of the employee  
of the above category.

Further I/ we certify that, in case of above statement found to be incorrect at the time of  
tender process or in future, then the contract shall be cancelled immediately and the performance  
security shall be forfeited and necessary disciplinary action may be taken

Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_.

Date:

Place:

Seal: \_\_\_\_\_

