



OFFICE OF THE SUPERINTENDENT, CHC HEMGIR, SUNDARGARH

At/Po: Hemgir Dist: Sundargarh, Pin-770013 Odisha

E-mail-bpmuhemgir@yahoo.com



Letter No.: 811

Date: 21/11/2024

To, The District e-Governance Manager (DeGM) Sundargarh

Sub- Advertisement of Tender Call Notice in your official Website.

Sir,

Please publish the following Advertisement as per the Govt. Norm in your official Website.

Yours faithfully

Handwritten signature and stamp of Superintendent Hemgir CHC dated 21/11/2024

Advt No-01(2024-25)

Date-21/11/2024

TENDER CALL NOTICE

(MHU ପାଇଁ ମାସିକ ଭଡା ଭିଡିଓଗେ ଗାଡ଼ି ଲଗାଇବା ପାଇଁ ଟେଣ୍ଡର ବିଜ୍ଞାପନ)

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 MHU on a monthly 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 found from the BPMU office Hemgir CHC or district official website (sundargarh.odisha.gov.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 MHU(1 no) " in reference to Advertisement No- 01 dtd- 21/11/2024. The tenders should reach the office of the undersigned by registered / Speed post/ Courier on or before 30/11/2024 (till 05 P.M). The Tenders will be opened at 11.30 A.M on 02/12/2024. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

-sd- Superintendent Hemgir CHC

Memo No- 812

Date- 21/11/2024

Copy forwarded to the Notice Board, Superintendent Hemgir CHC/ CDM & PHO, Sundargarh for information.

Handwritten signature and stamp of Superintendent Hemgir C.H.C. dated 21/11/2024



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TENDER DOCUMENT FOR MHU VEHICLE

SECTION-I DATE & TIME OF TENDER SUBMISSION & FINALISATION

RFP No. 01

Date:-21/11/2024

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES MONTHLY BASIS AT BPMU UNDER NATIONAL HEALTH MISSION (NHM)

1	Period Availability of RFP Document	From: -21.11.2024 to 30.11.2024
2	Pre-bid Conference (to resolve all the issues, clarification regarding the bid of interested bidder)	Date:-25.11.2024, Time: 12 Noon At Office Chamber of Superintendent, Hemgir CHC.
3	Last date for submission of Tender & address	Date:-30.11.2024, Time: 5.00 P.M Address: O/O Superintendent Hemgir CHC, At/ Po/ Dist.:- Hemgir,Sundargarh, Pin- 770013 (Through Speed Post / Registered post / Courier only)
4	Date, time and place of opening of Tender (Technical & Financial Bid)	Date: 02.12.2024, Time-11.30 A.M. Place of Tender Opening : O/O Superintendent, Hemgir CHC, Sundargarh (Bidders / authorised representative may remain present at the time of opening of tender)


21/11/24
Superintendent
Hemgir C.H.C.
Dist.Sundargarh



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TENDER DOCUMENT FOR MHU

SECTION-II 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. 1000

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 superintendent hemgir CHC, 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 a monthly basis under MHU", Hemgir CHC , Sundargarh.

- The bidder's name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed to the superintendent Hemgir CHC, Sundargarh 770013,** for which they want to bid as mentioned at section- IV: Schedule of tender Submission)


21/11/24
Superintendent
Hemgir C.H.C.
Dist.Sundargarh



OFFICE OF THE SUPERINTENDENT, CHC HEMGIR, SUNDARGARH
At/Po: Hemgir Dist: Sundargarh, Pin-770013 Odisha
E-mail-bpmuhemgir@yahoo.com



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- (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:

- Tender paper cost of Rs. 1000/- & EMD of Rs. 10,000/- in the shape of a Demand Draft in favour of the RKS, Hemgir CHC, payable at Hemgir.
- Annexure-I duly filled in
- Any other details, the bidder like to include in the proposal in Annexure-1.
- Annexure-II (Financial Bid) with proper signature and seal of the bidder.

The bidders have to submit their proposals at the O/O superintendent Hemgir CHC, Sundargarh 770013.


21/11/2017
Superintendent
Hemgir C.H.C.
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SECTION-III**TERMS OF REFERENCE****Hiring of Vehicles for MHU vehicle on a monthly Hiring under NHM****1. Essential Features of Vehicles to be engaged**

- 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. 30464 / Fin-COD-MV-0001/2017 Dt.06/09/2019

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	10 KM/Liter	as per office memorandum of Finance Deptt. No. 30464 / Fin-COD-MV-0001/2017 Dt.06/09/2019	GST would be reimbursed separately over & above the hire charges.


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 Superintendent
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- **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 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.
- 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 minimum of 26 days in a month.
- The vehicles shall be required generally for **10 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 Superintendent engagement of vehicle/s.


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- 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.

3. EMD/Security Deposit

- Tenders shall have to deposit Tender paper cost of Rs. 1000/- (Rupees five hundred and EMD of Rs. 10,000/- (Rupees Ten Thousand only) per vehicle offered in the form of crossed Demand Draft /Pay Order in favour of RKS,Hemgir, Payable at Hemgir, 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.
- **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.


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4. Tender Procedure:

- Tender documents will be submitted at **Superintendent Hemgir CHC**
 - Seal tenders in the prescribed form duly super-scribed "**Tender for Hiring of Vehicles for MHU, addressed to the Superintendent Hemgir CHC, Dist-Sundargarh**" addressed to the Superintendent Hemgir CHC, At/Po -Hemgir Dist- Sundargarh, Pin- 770013.
 - **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 Block 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 Superintendent and the approved L1 bidder after finalisation of bid process**.
5. The Firm/individual have to give an undertaking that the vehicle to be engaged should not belong to the employee of NHM, CDM & PHO office or any Health Department 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 the contract shall be cancelled & the performance security shall be forfeited. As per Annexure VI).

6. Details of Vehicles Requirement

SI No	Name of the Block/ DPMU	No of vehicle required	Remarks
1	Hemgir CHC	1	1-MHU


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Annexure-I

Technical Bid for Hiring of vehicle under MHU 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	PAN Number (Photo Copy to be attached)	
5	GST No (Photocopy to be attached only in case of Travel Agency/ Tour Operator/Firm/Company)	
6	ID Proof of the individual / Registration certificate of the Organization (Photocopy)	
7	Details of Tender Cost enclosed (Tender paper cost @ Rs. 1000/- per vehicle to be submitted.)	
8	Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)	
9	Details of Vehicle (s) enclosed (Only vehicle with commercial registration shall be accepted) <ul style="list-style-type: none">• Date of Purchase-• Make & Model-• Registration No.-• Insurance certificate• Fitness Certificate,• Up to date tax payment Documentary evidence (Photocopy) for all above details to be attached.	
10	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)	
11	Self Declaration in Affidavit as per Annexure VI)	

N.B:-Tender Paper Cost @1000/- & EMD @ 10,000/- per vehicle to be submitted.

Yours faithfully,
(Signature of the Applicant)
Name:
Designation:
Seal:

CP
21/11/24
Superintendent
Hemgir C.H.C.
Dist.Sundargarh.



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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
		10 KM per litre of Consumption of fuel

L1 Bidder will be selected as per the lowest cost in monthly hiring basis.

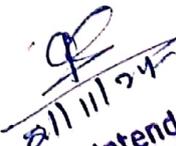
Signature

Name (Firm/Company/Tour operator/Individual) _____

Date:

Place:

Seal: _____


21/11/24
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Annexure-A

Not Blacklisted
(On a Stamp paper of minimum Rs.20)

Affidavit

I/We. (the name of the Individual/Tour Operator/Travel Agency with address of the registered office) hereby certify and confirm that I or our agency is not barred by Department of Health & FW, Govt. of Odisha / or any other entity of GoO or blacklisted by any State Government or Central Government / Department / Organization in India from participating in Tenders as on the _____ (Date of Signing of this proposal).

We further confirm that we are aware that, our proposal for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the agreement period.

Dated this Day of, 2024

Signature

Name (Firm/Company/Tour operator/Individual) _____

Date:

Place:

Seal: _____


Superintendent
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Self Declaration

Annexure-B

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

If the above declaration given will be found to be incorrect, then the contract shall be
cancelled & the performance security shall be forfeited and other action may be initiated.

Signature

Name (Firm/Company/Four operator/Individual) _____

Date:

Place:

Seal: _____


Superintendent
Hemgir C.H.C.
Dist.Sundargarh