



ROGI KALYAN SAMITI
COMMUNITY HEALTH CENTRE, C.H.C, KHARIAR ROAD
BLOCK PROGRAMME MANAGEMENT UNIT, NHM
NUAPADA, ODISHA, 766104



TENDER DOCUMENT for BPMU

Sealed quotations are invited in the prescribed format from Travel Agencies / Individuals for engagement/empanelment of vehicle (SCORPIO/INNOVA/TUV/ERTIGA/BOLORO etc – Minimum 6 seated vehicle) with A/C for engagement by the BPMU, NHM CHC, Khariar Road **(Details at Annexure-A)** at Block level for a period of one year and may be renewed based on the condition of the vehicle and satisfactory performance.

Terms & Conditions

1. The vehicle must show a mileage of at least 10Km per liter.
2. All the major and minor repair for the vehicle shall be made by the vehicle owner/travelling agency himself. PMU will provide only DOL and hiring charges.
3. The vehicle must be available with PMU on requisition including off hours & on holidays as desired by PMU.
4. An Amount of **Rs. 500/-** may be paid for Tender Processing in shape of DD which is not refundable.
5. EMD of **Rs. 5, 000/-** only may be paid in shape of DD drawn in favor of **(Details at Annexure-A)** and must be attached with the tender.
6. 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.
7. In case the vehicle is called in night or holiday, no extra charge will be paid.
8. There will be no extra night halt charge for using the vehicle in the night.
9. No Fooding Shall be permissible to driver during duty hours.

Essential Features of Vehicles to be engaged for BPMU

- **The vehicle shall not be more than 03 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, Pollution 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 must be a Commercial Vehicle having Yellow Plate.

- **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 vehicle will be empanelled by the concerned CHC and offer will be given as and when required within one year of finalization of the tender.**
- **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 & the Vehicle Owner** should have a clean track record without any history of conviction in the court of law.
- 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;**
 - ✚ The 1st Party (**Medical Superintendent**) can terminate the agreement at any moment with one month notice without assigning any reason thereof:-
 - ✚ If the **behavior 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.

EMD/Security Deposit

- **Tenders shall have to deposit EMD of Rs. 5,000/-** (Rupees Five Thousand only) per vehicle offered in the form of crossed Demand Draft/Pay Order in favour of **“RKS, CHC Khariar Road”** 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.
- **Refund of security deposit:** Unsuccessful bidder will collect their DD which they have submitted as security deposit within 07Days positively from the date of finalization of the tender. The Security money of the successful bidder will be refunded after completion of the agreement contract.

Tender Procedure

- **Sealed tenders** in the prescribed form duly super-scribed “Tender for Hiring of Vehicles for BPMU, CHC Khariar Road” addressed to Medical Superintendent, CHC Khariar Road
- **The tender should be submitted** in the proforma given in Annexure-I and Annexure-II. It should be duly signed by authorized signatory on each page.
- The Technical Bid & Financial Bid must be in separate sealed envelope.
- **The Tender/Procurement** Committee will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatsoever 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 CHC, Khariar Road and the approved L1 bidder**.
- The monthly hiring charges of all vehicles required for the block will be fixed as per the L1 price.

Remuneration & Payment

- The rate to be quoted for Monthly hiring charges.
- The payment will be made within 10 days of submission of claim and updated logbook on a monthly basis.
- The quoted amount (Monthly Hiring rate) includes the cost towards salary of driver, repair & maintenance of the vehicle.
- The minimum limit of one litre for 10 KMs including A/C.

Submission of bid

The interested bidder has to collect the total document from district website www.nuapada.nic from 20/03/2023. He/ She has to sign on every pages of the document and to send after duly filling the prescribed form along with all the documents of the vehicle.

The envelope containing the quotation should be superscribed as “QUOTATION FOR HIRING OF VEHICLE for BPMU

The documents should be submitted to: **(DETAILS AT ANNEXURE-A)**. The documents should reach within **30.03.2023 by 4 P.M** through Speed Post/Regd. Post only. The sealed quotation will be opened on **31.03.2023** at 11AM **(DETAILS AT ANNEXURE-A)**. The undersigned reserves the right to reject all or any offers without reason thereof.

Sd/-
Medical Superintendent cum
Member Secretary, RKS
CHC, Khariar Road

QUOTATION FOR HIRING OF VEHICLE UNDER NHM,
BPMU CHC KHARIAR ROAD

To

The Medical Superintendent
CHC, Khariar Road

Sub: Submission of Quotation for engagement of vehicle at BPMU, CHC Khariar Road

Ref: Your Quotation Call Notice No. _____ Dated _____

Sir,

This is to inform you that after gone through the terms & conditions in the notice, I am quoting the rate as follows –

Vehicle Type available –

Rate Per Month–Rs. _____/ Per Month (irrespective of distances/ mileage travelled in a day)

Rate (in figure)

EMD Details – DD No _____ Date _____ Amount _____

Name of Individual / Travel agency –

PAN Card No:- _____ (Xerox Copy)

AADHAR No :- _____ (Xerox Copy)

GST If Any :- _____ (Xerox Copy)

Address: –

Mobile No –

Signature with date