



OFFICE OF THE CDM & PHO , NUAPADA ODISHA, 766105

TENDER FOR HIRING OF VEHICLE

Sealed tender are invited in the prescribed format from Travel Agencies / Individuals for engagement of vehicle (Minimum 9 seated vehicle) with A/C for engagement by the CDM & PHO, Nuapada to use as **Mobile Vision Centre** under SUNETRA.

Terms & Conditions

1. **The vehicle should be less than 3 years old** & having seating capacity not less than 9 including driver.
2. Minor Fabrication of the vehicle (like removal of back seat) will be needed for installation of some instrument in near future.
3. The vehicle will be Branded and connected with **GPRS by the Health department**. The GPRS equipment would be installed in the vehicle by the Health Department.
4. **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.
5. For effective coordination, the driver of the vehicle has to be provided with a **mobile phone by the Vehicle owner**.
6. **The Driver** should have a clean track record without any history of conviction in the court of law.
7. The entire major and minor repair for the vehicle shall be made by the vehicle owner himself. DOL will be provided by the office.
8. **Vehicles with only commercial registration shall be accepted**.
9. The vehicle must be available at the office on all working days including off hours & on holidays as desired by competent authority.
10. EMD of Rs.5, 000/-only drawn in favour of **SUNETRA, NUAPADA payable at SBI, Nuapada** must be attached with the tender. The EMD of unsuccessful bidders will be refunded without any interest within 30 days of tender opening.
11. 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.
12. The vehicle will be parked in the office campus of the undersigned. The responsibility of comprehensive insurance of vehicle and personal accident insurance of the driver will be of the contractor.
13. No Personal use of the Vehicle by the contractor is allowed
14. **In case of emergency**, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded
15. The contractor will provide service of vehicle in a neat & clean condition with clean towels on the seat twice a month and general servicing and pollution check-up will be carried out by the contractor.
16. Owner must make alternative arrangements, if regular driver is absent or the vehicle become off road.
17. The driver will maintain a log book to track vehicle movement. The log book will be verified and checked by the competent officer as authorized by the CDM & PHO on regular basis.

- 18.If the bidder violates any of the terms of contract, Government shall forfeit he entire amount of EMD deposit.
- 19.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.
- 20.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.

Remuneration & Payment

- The rate per month is to be quoted irrespective of distances/ mileage travelled in a month. 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.
- The amount (rate per month) includes the cost towards salary of driver, repair & maintenance of the vehicle.
- The maximum amount of hiring cost should be of **31,000/ per month** (excluding GST).
- The minimum mileage of the vehicle should be 10KMs/Ltr of Diesel. Diesel will be provided based on the KM covered in a month after verification of the logbook.
- The travel agency / individual will maintain the record of vehicle use and logbook.

Special Provisions

The approved bidders have to sign an agreement with the Chief District Medical & Public Health Officer cum District Mission Director, Nuapada .The bidders shall commence the services from the date of agreement and shall continue to provide the services initially for a period of **1 year** and the service may be extended for further 1 year subject to satisfactory service of the vehicle or till closure of the project whichever is earlier.

If the contractor/ driver fails or neglects any of his obligations under the contract it shall be lawful to forfeit either whole or any part of EMD furnished by the bidder as compensation for any loss resulting from such failure.

Submission of bid

The interested bidder has to download the bid documents from district portal www.nuapada.nic.in from **04.08.2021 to 24.08.2021**. He 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 UNDER SUNETRA, NUAPADA.

The documents should be submitted to: **OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, NUAPADA.** The documents should reach within **24.08.2021 by 2 P.M** through Speed Post/Regd Post/Courier or can be dropped in the tender box. The sealed quotation will be opened in the same day at 4 P.M in the office chamber of

the undersigned. The undersigned reserves the right to reject all or any offers without reason thereof.

Documents to be attached with the quotation (Copy to be enclosed)

1. Valid registration Certificate.
2. Valid fitness certificate.
3. Driving license of the Driver.
4. Up to date road tax payment receipts
5. Copy of up to date vehicle insurance.
6. EMD of Rs. 5000/- issued in favour of **SUNETRA, NUAPADA, Payable at SBI, Nuapada.**

(Bidder not submitted the above documents will be rejected)

Chief District Medical & Public Health Officer
Nuapada

QUOTATION FOR ENGAGEMENT OF VEHICLE UNDER SUNETRA, NUAPADA

To
The Chief District Medical Officer
Nuapada

Sub: Submission of quotation for empanelment of vehicle.

Ref: Tender 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

| | | |
|---|--|------------------------|
| 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 EMD enclosed (EMD @Rs.5,000/- per vehicle to be submitted) | |
| 6 | Details of Vehicle (s) enclosed (Only vehicle with Commercial registration shall be accepted) Documentary evidence (Photocopy)for all details below to be attached | |
| | Vehicle Type & Colour | |
| | Vehicle No | |
| | Date of Purchase | |
| | Make & Model | |
| | Registration No | |
| | Insurance certificate | |
| | Fitness Certificate | |
| | Up to date tax payment | |
| | EMD Details | DD NO _____ Date _____ |
| 7 | Declaration I/We are not blacklisted by any Central/State Government/ Public Sector Undertaking in India. I have gone through all terms and conditions of the bid documents and will agreed to abide on the same Signature of the Bidder | |

Financial Bid

| Make & Model Vehicle | *Monthly Hiring Charges (Rs.) including all charges of the Driver (Exclusive of Fuel Cost & GST) | Fuel (no. of Kilometers per one litre of fuel) |
|----------------------|---|---|
| | | |

Signature

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

Date:

Place:

Seal _____