



OFFICE OF THE MEDICAL SUPERINTENDENT CHC KOMNA, DIST. NUAPADA

(Block Programme Management Unit)

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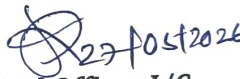


Letter No- 595

TENDER CALL NOTICE

Date- 27.05.2026

Sealed quotations are invited in the prescribed format from Travel agencies/Private Organization/ Individufor hiring of vehicles (Mahindra Bolero, Neo, Tata Sumo ,Ertiga etc) with A/C on monthly rental basis for engagement /empanelment of vehicles for **Mobile Health Unit ,Komna**. Interested travel agencies/Private Organization/ Individuals may apply in the prescribed format. The details terms and conditions and formats will be available at district website [www.nuapada.odisha.gov.in](http://www.nuapada.odisha.gov.in) from **29.05.2026 to 12.06.2026 till 5 P.M.** The **complete quotations should reach at O/o Medical Officer I/C CHC Komna** on or before **12.06.2026, by 5 P.M** through Speed Post/Regd. Post/Courier only. The sealed quotation will be opened on **16.06.2026 at 12.00 Noon** in the office chamber of the undersigned. The quotation should be superscribed as "**Tender for Hiring of Vehicles under Mobile Health Unit, Komna.**"The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.

  
27/05/2026  
Medical Officer I/C  
CHC Komna

## SECTION-I


### Date & Time of Tender Submission and Finalization

Detailed proposals are invited from eligible bidders for hiring of vehicles at komna block CHC level under **Mobile Health Unit, Komna.**

Detail terms and condition available in Section -II and Section-III.

1	Period of Availability of Tender Document in the district website	From 29.05.2026 to 12.06.2026
2	Last date for submission of Tender & address	Date: 12.06.2026, Time : 5 P.M Address: Medical Officer I/C ,CHC Komna
3	Date, time and place of opening of Tender(Technical & Financial Bid)	Date: 16.06.2026 Time: 12.00Noon Office of the Medical Officer I/C , CHC Komna
4	Signing of the contract and physical deployment of the vehicle	Date: 30.6.2026 Office of the MO I/C CHC Komna

*(Bidders / authorized representative may remain present at the time of opening of Tender)*

  
Medical Officer I/C  
CHC Komna

TENDER FOR HIRING OF VEHICLES FOR MOBILE HEALTH UNIT (MHU)

INSTRUCTION TO BIDDERS

1. Sealed tenders are invited from Registered Travel Agencies for hiring of commercial Light vehicles (AC vehicles) with GPS global positioning system fitted for mobile health Unit (MHU) purpose by O/o the Medical Officer i/c, CHC Komna on monthly rental Basic.

2. The interested bidders may download the tender document from the website [www.nuapada.odisha.gov.in](http://www.nuapada.odisha.gov.in) and submit the same to the Medical officer CHC Komna The tender must be accompanied by **tender document cost of Rs.1000** (Non refundable) and **EMD of Rs10 000/- (Rupees Ten Thousand Rupess Only )** only in **technical bid** by way of Demand Draft / Pay Order, drawn on any Nationalized / Scheduled Bank in favour of **ROGI KALYAN SAMITTEE, CHC KOMNA** payable at **State Bank of India, Komna**. Tenders not accompanied by tender document cost & EMD will not be considered. EMD of the unsuccessful bidders will be returned without interest on finalization of bid. EMD of the successful bidder (s) will be returned after submission of **Performance Security**.

3. The successful bidders(s) shall have to submit a **performance security of Rs.10000** (Rupees Ten Thousand Rupess only in shape of Demand Draft / pay order, drawn on any Nationalized / Scheduled in favour of **ROGI KALYAN SAMITTEE, CHC KOMNA** Payable at **State Bank of India, Komna** at the time of signing of the contract. The performance security shall be refunded after completion of the terms of contract, subject to satisfactory completion of the job during the contract period. If the successful bidder violates any of the terms & conditions of the contract, the performance security shall be liable for forfeiture.

4. The tender will have to be submitted in two parts i.e. Technical Bio (Cover-A) and Financial Bid (Cover- B). The formats & documents to be submitted in technical & financial Bid is mentioned in the tender document. The bidders should submit their technical and Financial bid separately in two envelops and these two envelops should be put into another cover envelops super-scribed as "Tender for Hiring of Vehicles of MHU on Monthly Basic in reference to Advertisement Memo No. 595 dtd" 27.05.2026. The Technical & Financial Bid envelops should be clearly marked as Technical Bid & financial Bid on the Top of the relevant envelopes. The tenders (cover & inner envelops) should be addressed to.

The Medical Officer, CHC Komna  
Block: Komna  
Pin: 766106

5. The tender should reach the office of the office by **12.06.2026, Time: 5 P.M** and the tenders will be opened at 12.00 P.M on the **16.06.2026**. In case this Date happens to be a holiday for the Block for any reason, the tender will be received and opened on the immediate next working day at the same designated time & place.

6. The financial bids of those bidders shall be opened whose technical bids are found to be Qualified.

Types of vehicles to be hired:

Types of vehicles to be Hired (BS-IV/VI Compliant)	Make & model	Minimum Average Mileage/ Ltr. for reimbursement
AC Diesel /Petrol vehicle Having sitting capacity not Less than six persons Including Driver with GPS Fitting.	Mahindra Bolero, Neo, Tata Sumo ,Ertiga or Equivalent types of vehicles All are AC	10 KM/ Per Liter Fuel

VTS /GPS Device Specification

- a. The agency shall have to provide the vehicle with GPS device fitted in it. The Vehicle Tracking device (as per technical specification below) to be fitted in the vehicle should be certified form ARAI (Automotive Research Association of India),Link: <https://www.airaiindia.com/pages/downloads> or ICAT (International Center for Automotive Technology) ,Link:<https://icat.in/information/certification>.
- b. The Vehicle Tracking Device (GPS + IRNSS) Should Match the AIS140 Standard as per latest guidelines.
- c. The Vehicle Tracking Device should support Geofence
- d. The vehicle Tracking Device must be incorporated with an Embedded SIM Dual profile.
- e. Environmental – operating temperature: - 20 to +70 C, Storage : -40 TO +85 C
- f. Power supply – supply voltage range: 6 to 32V DC, Current consumption during transmission: less than 150mA , device should have an internal battery(4 – 6 hours backup) to support, uninterrupted service during disconnection of main power supply.
- g. Device have 2 DIN, 2 DOUT and Analog input
- h. GSM/ GPRS supports 4G/2G Network with fall back of 2G
- i. Built-in GSM antenna: Quad Band
- j. Data Storage Should be min 40K
- k. VTS Device provider should be empanelled in at least 3 States.
- l. 6 MB flash memory for embedded application: 2 MB RAM
- m. Configuration should be updated through OTA
- n. Bluetooth should be available in the devices
- o. Frequency band: 850/1900 MHz 900/ 1800 MHz
- p. Built-in active antenna
- q. Cabling in ambulance/ medical vehicle for tamper-proof
- r. Fixing of VTS/GPS Device
- s. The VTS device should be of open standard so that it can be integrated with centrally developed Software by the state office.
- t. The service provider/agency will be responsible for providing the API (Application Program Interface) which will be integrated with Software to be monitoring the real time vehicles.



- u. The Support & Service for Vehicle Tracking Devices should be available in Odisha across all districts.

V. Locations where the vehicles are to be engaged:

The vehicle/s is to be engaged in the following location for the purpose of mobile health Unit and will visit to the villages as per the MHU Micro-plan for health camp. The list of Blocks where the MHU vehicle shall be engaged is at Annexure -A.

Evaluation Criteria

1. Evaluation and selection:
  - a) The bids shall be evaluated in two stages i.e technical bid evaluation and financial bid evaluation.
  - b) The financial Bids shall be opened for those bidders who will qualify in their technical bid evaluation.
  - c) The comparative statement shall be prepared by taking monthly Rent (including lubricant/ engine oil cost) and fuel (diesel/petrol) charge for 2,000 K.M
2. The vehicle hired on a monthly basis, the monthly rate to be paid the agency/sole proprietor for providing the vehicle including of cost of lubricants (Mobil), tyres & tubes, consumables, all major and minor maintenance work with spares and all payments toward drivers salary his fooding cost ,overtime and mobile phone for incoming calls and GPS device cost. However, the cost of fuel diesel/petrol), which is not included in the monthly rate, will be reimbursed as per actual at the rate of fuel consumption by vehicle used.
3. The vehicle to be provided shall not be older than three (3) years and must be BS-IV/VI compliant commercial vehicles with GPS fitted. The above specified category of vehicles to be provided must have power steering and AC provisions.
4. The monthly hiring charges shall not exceed the maximum limit and minimum mileage( KM per liter of diesel and lubricant to be reimbursed) to be quoted should not be less than as detailed below:
5. Max. hire charges (Rs.) per Month including Engine Oil / Lubricant cost, but excluding fuel (Diesel , Petrol) and taxes Rs 37,200/- & Minimum K.M. per one liter of fuel is 10 KM /Lit

VII. Award of contract :

- The lowest price bid among the bidders qualified for financial for financial bid opening shall be declaration as L1 bidder and eligible for getting award of contract.
- If the successful bidder fails to execute the order the next bidder as L2 shall be negotiated for providing service on the quoted price of L1 bidder and based on the written consent of L2 bidder, the award of contract shall be issued to the L2 bidder.
- The New Vehicle is preferred in order to old one.



II. Terms and conditions for Hiring of Vehicle.

1. The agency's of obligations :

- a. The selected agency / sole proprietor shall agree to the terms and conditions of the contract and shall ensure full compliance to them.
- b. Agency / Sole Proprietor agree to provide quality service as per Service Level Agreement mentioned in the contract.
- c. Agency / Sole Proprietor to ensure that vehicle deployed shall be stationed at the assigned location.
- d. Agency / Sole Proprietor to ensure that all maintenance work related to assigned vehicle shall be carried out in off duty hours.
- e. In the event of break-down, the agency / Sole Proprietor shall repair the assigned vehicle at its own cost and shall also make alternate arrangement is entered into. Failure to do so will evoke penalty or possible termination of contract
- f. Agency / Sole Proprietor to ensure installation of GPS device in the vehicle without any cost implication to Govt. and the device shall be remained under their safe custody.
- g. The Agency / Sole Proprietor shall not be allowed to sub-let the contract.
- h. The Agency / Sole Proprietor shall only provide vehicles which have the comprehensive valid insurance coverage.
- i. Police verifications for deployed driver shall be ensured by the Agency / Sole Proprietor.
- j. Agency / Sole Proprietor shall update the log book at least once in every 72 hours. Failure to do so shall be penalized as per this contract. At the time of termination of contract, the Agency / Sole Proprietor shall hand over the log book(s) to the contract signing authority.
- k. The toll gate charge, parking charge, if any during the official visit shall initially be borne by the Agency / Sole Proprietor and are to be paid by the driver at the point of charging. The charges incurred during each month will be reimbursed as per the actual amount paid on producing the original receipts along with the monthly bill,
- l. Branding of the vehicle shall be done by the Agency / Sole Proprietor within 15 days of engagement as per the MHU branding prototype without any cost implication to Govt.

2. Vehicles to be deployed :

- a. The vehicle should have commercial license. The vehicle to be provided should not be more than three years old from the date of tender. During replacement of the vehicle or driver, as the case may be, the pass / id card issued if any. Shall be surrendered.
- b. The Agency / Sole Proprietor is required to provide the vehicle, which is well maintained, cleaned thoroughly both internally and externally.
- c. The Agency / Sole Proprietor is required to provide the vehicle with good quality clean seat covers.
- d. The Agency / Sole Proprietor shall ensure that all electrical connections including lights ( Both brake and front), Horn, turn indicators and other vehicle systems shall be periodically checked and maintained by the Agency Sole Proprietor to avoid any inconvenience to user department.



- e. The Agency / Sole Proprietor shall ensure that the vehicle should be parked at the place as advised by the concerned Block Medical Officer I/C and should be available, when not in duty. If the vehicle needs to be away for some reasons like refuelling, petty repairing etc. It should be with the knowledge of the Block Medical Officer will be considered as non-available and will be liable for penalty.
  - f. The driver of the vehicle shall maintain the daily logbook regarding the mileage and time from the point of departure to arrival. For this purpose, the following norms have to be followed:
    - 1. In case the vehicle is being kept in the CHC campus, then the kilometre reading & time shall start from the CHC campus and end at the same there also.
    - 2. In case the vehicle is being kept under the custody of the Agency / Sole Proprietor, then the kilometre reading & time shall start from the concerned CHC and end there also. The cost of kilometre from the Agency / Sole Proprietor concerned (to & fro) to the concerned CHC shall be borne by Agency / Sole Proprietor.
  - g. The hired vehicles, during the period of contract shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificates, Fitness Certificates, valid Contract Carriage Permits, proofs of up to date tax payments, D.L. of the drivers, etc. available all the times. The contract signing authority shall not be responsible for any damage / loss caused to the hired vehicles or loss of life/ injury made to any person or damage to / loss caused to the hired vehicles or loss of life/ injury made to any person or damage to any property on account of use of hired vehicles in any manner whatsoever. The service provider shall be responsible for all such litigations.
  - h. The Agency / Sole Proprietor shall obtain vehicle fitness certificates from competent authority, vehicle registration, comprehensive insurance, payment of road tax etc. The Drivers shall always carry all necessary documents like Registration papers, valid driving licenses and all other documents that should accompany the vehicles as per rules & regulations of applicable laws.
3. Scope of work of MHU vehicle:
- a. The MHU vehicle will visit minimum 22-25 days in a month to the field areas as per the micro plan and health camps will be organized at least two sessions in a day i.e morning and afternoon session in the fixed day and fixed site as identified and declared as treatment points of MHU.
  - b. If required, the MHU vehicle will be engaged during any epidemic situation/ disaster management / natural calamity by the District/ Block Administration.
4. Driver to be engaged:

The Agency / Sole Proprietor shall be responsible for the acts and deeds of drivers of the vehicles that include the following.

- a. Drivers possessing a valid commercial driving license shall be deployed by the service provider.
- b. Driver should be properly dressed in neat and clean attire.
- c. The driver of the vehicle deployed for user department duties must maintain polite & courteous behaviour towards users as well as to other block health official/ district health officials. Following may be construed as "misbehaviour"

and shall attract penalties as per provisions of the contract. Repeated instances may result in termination of services

- i. Denial of duty during contract period, or during hours as notified by user department.
    - ii. Use of abusive language.
  - a. No mileage will be allowed if vehicle is used by the driver for his breakfast, lunch, dinner or any other personal work. No payment shall be the driver for his routing expenses, etc
  - b. Salary of the driver shall be borne by the agency /sole proprietor the agency shall ensure that the drivers engaged by them are paid their salary timely based on minimum wages act. The payment of the salary to the driver shall be made by the agency within 1<sup>st</sup> week of every month and should not be linked to the monthly payment to the agency by the block/district.
  - c. The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty. In such an event, user department shall have full rights to terminate the contract with immediate effect.
  - d. Driver must be having a mobile phone and contact number be provided to the CHC the agency shall bear any cost related to the mobile call charges by the drivers.
  - e. In an even that for any reasons the driver changes his contract number during the tenure of the contract then agency will immediately notify the CHC of the above change.
  - f. The driver shall be reachable at all times during duty hours.
  - g. Vehicle and driver should not be changed frequently; any such changes should be informed by the agency to the authority well in advance for permission.
6. Statutory rules compliance & taxes:
- a. The hiring charges do not include fuel cost diesel petrol which is to be paid separately basing on actual consumption as per existing government norms. However all other expenditure of the vehicle towards repair, maintenance of spare parts, lubricating engine oil, gear box & differential coolant, tyres & tubes, battery etc. and salary of the driver, payment of insurance/road tax and GPS device, SIM/data cost etc. required for operation of MHU vehicle will be borne by the agency and to be including in the quoted monthly charge.
  - b. The agency shall take comprehensive insurance cover with third party unlimited liability risk of the vehicle detailed for the user department requirement. User shall not be liable for any damages whatsoever to public property and / or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle.
  - c. The agency shall be solely responsible for any claims by any third party and/or employees of user department travelling in the vehicle for any injuries caused by the driver of the vehicle whither by accident or otherwise.
  - d. The user department will in no way be responsible for violation of traffic rules and/or infringement of any other law for the time being in force, either by driver of the vehicle or by the service provider. The driver as well as agency shall comply with relevant rule and regulations of motor vehicle act and rules applicable at present or in future during the tenure of the contract and as may be enforced from time to time for which user departments would not be held liable/responsible in any manner what so ever. Onus of compliance of all the applicable laws/acts/rules including those under motor vehicle act/rules shall

rest with the agency only and user/user departments will not be liable in any manner.

- e. The agency shall be personal responsible for any theft misconduct and /or disobedience on the part of owner so provided by him.
- f. During the contract period, if the vehicle is seized or detained or requisitioned by police/motor vehicle authority or any other authorities for whatsoever reasons that will be at the agency's risk also alternate vehicle of similar or higher category will be provided by agency without any extra charges.
- g. The police/court case (legal disputes) in respect to the vehicle during of the period of engagement will be at the risk & cost of the agency.
- h. Block health office will not be responsible for any dispute exceed for paying the hire charges.
- i. The vehicles deployed for MHU duty shall at no point of time carry any person other than personnel authorized by user department.
- j. In case, the condition of vehicle is found unsatisfactory, it shall be returned for immediate replacement. I case no replacement is provided in time, the authority shall have the right to hire a vehicle from the market and additional cost incurred by the authority shall be deducted from from the monthly payment due to the agency. Repeated failure to provide vehicles by the agency will make the agency liable for blacklisting.

7. the obligations of Block health office:

- a. payment shall be made on monthly basis after submission of bill along with the daily logbook to the respective district /block.
- b. Block shall make the payment towards hiring charges of the vehicle at the end of every month by credit into the bank account of the agency through ECS/RTGS within 30 days from the date of receipt of bills complete in all respect. The Block shall pay the agency all amount on an invoice that complies in all material respects as dispute within 30 days of receipt of a valid invoice that complies in all material respects as per then tender terms & condition.
- c. Payment for monthly fuel diesel/ petrol cost : The Block shall accept the log book entries updated by driver the Block authority shall verify the log book entries with the GPRS kilometre reading after verification the monthly fuel (diesel/petrol) cost shall be made to the service provider based on the log book reading or the GPRS kilometre reading whichever is less.
- d. The payment shall be subject be subject to any deductions such as penalties, statutory deduction etc.
- e. The Block shall be responsible for costs relating to fuel toll gate charges parking charges and other statutory levies if any paid during the field level health camp would be billed on actual and shall be paid by the respective district/block.
- f. All distances shall be calculated from the reporting points, no payment shall be made for journey from garage to reporting points.
- g. Hiring rates to be finalized shall be fixed for a period of one year from the date of agreement. However the cost of fuel (diesel/petrol) shall be paid at the prevailing rate on the day of fuel filling for field level health camp.

8. Termination:

- a. The tender inviting authority/contract signing authority shall have the right to terminate this agreement upon it giving 1( one) month notice in writing.



- b. The agency /sole proprietor shall have the option to terminate this agreement upon giving 1 (one) notice in writing and upon refund of any rental fees paid in advance over and above the notice period.
  - c. Final payment after termination of the contract shall be released on submission of the log book (s) of the vehicle car pass and/id card issued to the driver, if any.
9. Force majeure  
Neither party to this agreement shall be liable for failure to perform any of its obligations hereunder if prevented from doing so by reason of force majeure.
10. Waiver of remedies  
No forbearance, delay of indulgence by either party in enforcing the provisions of this agreement shall prejudice or restrict the rights of either party nor shall any waiver of its rights operate as a waiver of any subsequent breach and no right, power or remedy herein conferred upon or reserved for the party is exclusive of any other, power or remedy available to the party and each such right, power or remedy shall be cumulative.
11. Assignment & change in ownership/management.
  - a. The agency shall not assign or transfer its obligations and or rights under this agreement to any third party, whether an associated entity or not, whether in whole or in party without the prior written consent of the principal.
  - b. The agency shall immediately notified Block of any change of ownership or management of the agency's business.
12. Resolution of disputes:  
Block health office and the selected agency will make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between then under or in connection with the work assigned. In case of their failure to resolve, the matter will be referred to CDM&PHO whose decision will be final and binding o both the parties.
13. Applicability of laws.  
The agreement shall be governed by the India laws for the time being in force.
14. Legal jurisdiction  
All legal disputes are subject to the jurisdiction of respective district court/high of Odisha only.



**TENDER FORM**  
**Part-I**  
**Form T1**  
**(Technical Bid)- Cover A**

(The documents have to be arranged serially as per the order mentioned below)

1	Name of the Organization / Sole Proprietor	
2	Address of the organization with telephone no. & fax	
3	Email id of the Organization / Sole Proprietor	
4	Name of authorized signatory	
5	Specimen signature of the authorized signatory	
6	Telephone number of authorized signatory	
7	Instrument No. and date of the tender document cost of Rs. _____/-(Non-Refundable) submitted by the organization	(In shape of Demand Draft)
8	Instrument No. and date of the EMD of Rs. _____/- submitted by the organization	(In shape of Demand Draft)
9	Registration Certificate of the Organisation (Not applicable for Sole Proprietor)	(Attach self-attested copy of the Registration Certificate of the firm)
10	GST Registration of Agency /Sole Proprietor	(Attach self-attested copy of GST Registration Certificate)
11	PAN	(Attach self-attested copy of PAN Card)
12	<b>Undertaking to provide good conditioned vehicles (not more than 3 years old BS IV/VI compliance vehicle) along with GPS fitted device and all necessary documents required under traffic rule.</b>	Attach the <b>undertaking</b> with signature & seal of the Agency /Sole Proprietor
13	<b>Undertaking that the vehicle to be provided will not belong to any employee of NHM</b>	Attach the <b>undertaking</b> with signature & seal of the Agency /Sole Proprietor
14	<b>Undertaking that the Agency/Sole Proprietor has not been debarred/ blacklisted by any Govt. Organization / Semi Government Organization / PSUs</b>	Attach the <b>undertaking on a non judicial stamp paper of Rs.20/-</b> (Original Copy) with signature & seal of the Agency /Sole Proprietor

**DECLARATION:**

I/ we hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above are full and correct to the best of my/our knowledge. I/ we understand that in case of any deviation/ false information in the above statement at any stage, our Firm/Agency will be blacklisted /debarred and will not have any dealing with your organization in future.

Place:

Date:

(Signature & Seal of the Authorized Signatory)

**TENDER FORM**  
**Part II**  
**Financial Bid-Cover B**

**A. Monthly Basis Rate (exclusive of GST)**

Sl. No.	Type of Vehicle (BS IV / VI) with GPS Device fitted	**K.M. per one Litre of diesel / petrol	Monthly Rent per vehicle (Rs.) including Lubricant / Engine Oil cost but excluding fuel (Petrol / Diesel cost & GST)
a	b	c	d
1			

**\*\* Pl. refer to the criteria of Min. KM per one litre of diesel / petrol mentioned in the Evaluation criteria (Clause-VI) mentioned in tender document]**

**B. GST: Please mention the % of GST as applicable:\_\_\_\_\_.**

**Note: GST will be paid extra as applicable and will not be taken into account for evaluation.**

Place:

Date:

(Signature & Seal of the Authorized Signatory)