

Government of West Bengal



Office of the Medical Superintendent cum Vice Principal

College of Medicine & Sagore Dutta Hospital

578, B. T. Road, Kamarhati, Kolkata - 700058

Phone: 033-25834277, email: msvp@cmsdh@gmail.com

web site: www.cmsdh.edu.in



NIT No. 01/2021-22

Date: 04.05.2021

TENDER NOTICE FOR HIRING OF VEHICLES (2ND CALL)

The undersigned invites Sealed Tender from Owner/Agency for providing 1(one) and/or 2 Cars (Two) on monthly basis for the office of the MSVP, College of Medicine and Sagore Dutta Hospital, Kamarhati for a period one year. Selection of successful bidders will be evaluated based on the criteria set in bid document or offering the lowest rate for hiring charges which deemed fit.

Bid documents with detail information will be available on web site www.wbhealth.gov.in and www.cmsdh.edu.in.

Intending bidders will have to deposit Earnest Money amounting to **Rs. 8,000/-** (Rupees Eight Thousand) only through D.D./Bankers Cheque in favour of **WBSH&FW, College Medicine and Sagore Dutta Hospital, RKS**. Non submission of the Original D.D. /Bankers Cheque will make rejection of the claim in the tender process. This will be refunded completion of the bid process. The successful bidder/s will have to submit security deposit 3% of total tender value in form Demand Draft in favour of **WBSH&FW, College Medicine and Sagore Dutta Hospital, RKS**.

| Specification of the Vehicle |
|------------------------------|
| SMALL CARS |

Sealed Tenders with the superscription "Tender for Small Car, CMSDH against Tender Notice No....., Dt....." should DROPE in the TENDER BOX kept at the office of the undersigned during working days up to **17.05.2021 within 12 noon (Expect Sunday & Holiday)**.

Tenders will be opened & selection will be made by the Tender Selection Committee on **17.05.2021 at 3.00 pm** in the presence of willing bidders/authorized representatives if present.

The Tender Selection Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof. No conditions stipulated by the intending tenderers will be accepted.

Memo No. :

CMSDH/1215/100

Copy forwarded for information with a request with display this NIT at office notice board:-

- 1) The District Magistrate, North 24 PGS
- 2) The Principal, CMSDH, Kamarhati.
- 3) The Chief Medical Officer of Health, North 24 PGS
- 4) The Dy. Superintendent, CMSDH, Kamarhati.
- 5) The Sub-Divisional Officer, Barrackpore.
- 6) The A.O., CMSDH.
- 7) The Chairman, Kamarhati Municipality, Kamarhati.
- 8) The Station Master, Agarpara Railway Station.
- 9) The Post Master, Belghoria Post Office.
- 10) Office Copy.

Sd/-
MSVP
CMSDH, Kamarhati

Date : 4/5/21

MSVP
CMSDH, Kamarhati

TERMS AND CONDITION IN CONNECTION WITH HIRING OF STAFF CAR ON MONTHLY BASIS FOR THE OFFICE OF THE MSVP, CMSDH, KAMARHATI

Following terms and conditions are to be followed by the Owner / Agency:

1. The Car must be holding a valid Registration as Commercial Car conforming Bharat Stage-III/IV (Latest Model preferable) and Diesel driven, Non AC type.
2. In case of old car, the Car must be in good and sound condition having Road Permit, Tax Clearance, PCB Certification and all other related documents required for playing in the roads. The Owner / Agency must have to arrange substitute vehicle in case any mechanical defect / breakdown making the vehicle under contract off road which is to be submitted in black & white to the authority. In case of new car the successful bidder will produced car with all papers within 15 days from acceptance of work order.
3. The Car must be maintained clean by the Owner / Agency regularly and properly.
4. The Owner / Agency will be liable to deploy Car as and when necessary. Punctuality will have to be ensured.
5. The Driver of the Car should posses the Commercial Driving License issued by the RTO or appropriate authority for the class of Car he is driving not less than 5 years and should have a running mobile phone. The Driver must observe all the etiquette and protocol while performing the duty. Any change of driver needs to be communicated to the authority in writing. Substitute Driver to be arranged by the Owner / Agency when the driver will be on leave / absent. Photocopy of driving licence should be enclosed with bid documents.
6. Salary of Driver, Regular Maintenance / Repair / Yearly Fitness / Insurance Payment / Toll Taxes to be borne by the Owner / Agency of the Vehicle & to be in updated status.
7. Daily Rate will be for initial 10 hrs. Additional charge per hour beyond initial 10 hrs of engagement as approved for the successful bidder, will be paid for extra hours of engagement beyond initial 10 hrs.
8. Fuel will be borne by the authority @ 12 Km per liter of Diesel (non negotiable) and Mobil oil @ 5 Liter per 2500 Km run.
9. Fixation of hiring charges will be governed as per the Gazette notification no. 3564-WT/3M-81/9/, Dt. 24.11.2008.
10. After receipt of the letter of acceptance following work order, the successful bidder should place the same Vehicle (for old vehicles) to the authority latest within 7 (Seven) days, otherwise work order to be treated as cancelled without any further correspondence. In case of new vehicles this period will be maximum for a period of 15 (Fifteen) days & the Owner / Agency has to place suitable substitute Vehicle within 7(Seven) days of issuance of the work order failing which the order to be treated as cancelled without any further correspondence.
11. The Owner / Agency has to submit an acceptance letter immediately after receipt of Work Order. He will also sign an undertaking in N J stamp of **Rs. 50/-** (proforma of undertaking available with this office) within 2 days of receipt of Work Order at his own cost.
12. In case of deviation from any of the above terms and conditions, the contract will be liable to be terminated by the undersigned. Otherwise the contract will be valid up to 1(One) year or any further instruction issued by the undersigned, whichever is earlier.
13. Earnest Money of the successful Bidder will be converted to Security Deposit, which will be released only after successful completion of contract.
14. The Tender Selection Committee reserves the right to accept any of the quoted rate(s) suitable for the user. Beside the Committee reserves the right to accept / cancel any / all quotation(s) without assigning any reason thereof.
15. In case of breakdown of car the bidders have provide alternative car during the period.
16. Bidders must maintain a LOG BOOK mentioning details of car running which duly certified by the competent authority.
17. **Selection will be made on offered rate/ Latest model or vehicle running status (in case of same offered rate found within the bidders)**

DECLARATION

I / We do hereby declare that I / we will abide by the above terms & conditions accordingly.

Signature of the Owner / Agency

BID DOCUMENT

| | |
|--|---|
| 1. Name of the Work | Hiring of Small Car on monthly basis for office of the MSVP, CMSDH, Kamarhati |
| 2. Tender Notice No. | |
| 3. D.D/Cheque No. with date & drawn at, (As Earnest Money) | |
| 4. Name of the Bidder | |
| 5. Full Address | Address : |
| | Email ID: |
| | Mobile No.: |
| 6. Local Address | |
| 7. Legal entry of the bidder whether Firm/Society/Company/Other entry | |
| a) Registration No. | |
| b) Authority with whom Registered | |
| 8. Name & address of the Bank holding Bank A/c of the Bidder (Enclose photocopy of Pass Book 1 st Page) | |
| 9. PAN No. / TAN No. (Photocopy to be attached) | |
| 10 GST No. | |
| 11. Details of Vehicle proposed for Hiring (Photocopy of the relevant certificates should be attached) | |
| a) Type of Vehicle | |
| b) Make and Year of Manufacture | |
| c) Proof of Ownership (Registration Certificate). | |
| d) Bharat Stage- III/IV/ V conformed / not | |
| e) Road Permit No. & name of Issuing Authority | |
| f) Tax Clearance Certificate | |
| g) Pollution Control Board Certificate | |
| h) Certificate of Insurance | |

Certified that the above information is correct and true to the best of my knowledge and belief. In case of information found incorrect later on, I shall be responsible and be liable to be rejected forthwith.

Date:

Full Signature of the Bidder

Rate Quotation :-

| Sl. No. | Description | Rate (Both in figure & word) |
|---------|---|------------------------------|
| 1. | Rate for monthly hiring of vehicle (per day basis and for initial 10hrs of a day) | |
| 2. | Rate for additional charge for extra engagement beyond initial 10hrs of a day (rate per hour during extra engagement) | |

Note : Rate should not exceed the maximum ceiling limit approved by the Govt. of West Bengal, vide gazette notification no. 3564-WT/3M-81/98, dt. 24.11.2008.

I / We agree to all the terms and conditions laid down by the MSVP, CMSDH, Kamarhati in their notice for hiring of Office Vehicles, vide his office Tender Notice No., dated,

Date:

Full Signature of the Bidder