

**DISTRICT HEALTH & FAMILY WELFARE SAMITI PURBA MEDINIPUR**

Registration No.-S/IL/10904 of 2002-2003

**Tamralipta, PurbaMedinipur, PIN-721636**

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*Memo No. CMOH/PBMD/NIT/1088/2021-22**Dated: 08/03/2022***NOTICE INVITING TENDER****NOTICE INVITING TENDER FOR HIRING OF VEHICLE BY THE CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, PURBA MEDINIPUR**

Sealed tenders are hereby invited preferably from the owner of vehicle of PurbaMedinipur who deals in providing hiring service of the vehicle to any Govt. office or any private party or from bonafide outsiders to provide vehicles for the below mentioned SDH for office staff. The tender box will be kept at the office of the undersigned.

Table 1

Sl No	Specification of the Vehicles required	Name of Unit (Consignee)	Quantity	Rate offered as per Notification No 3564-WT/3M-81/98 dated 24.11.2008 of the Transport Department, Govt. of West Bengal	Rate to be quoted by the tenderer	EMD
1	BS stage- IV/VI Motor Cab purchased within eight years from the date of publication of this tender with Diesel Engine (Non AC). Any Vehicle having above specification manufactured within or outside India (No revision in respect of specification, Size, Engine, capacity quality of the body shall be allowed after the manufacture except those are incidental in nature).	Egra SDH	01 (One)	Per day 490/- (Rupees Four hundred ninety only) for 10 hrs + Rs 20/- per hour beyond 10 hrs. Consumption of fuel 01 ltr Diesel per 12 km & Mobil 1 ltr per 500 km Thirty days per month for a period of one year	Rate to be quoted in the shape of "at per or less than the rate offered in column no. 5 of this table. No prayer for revision in respect of consumption of fuel shall be entertained.	Rs 3500/-
2	BS stage- IV/VI Motor Cab purchased within eight years from the date of publication of this tender with Diesel Engine (Non AC). Any Vehicle having above specification manufactured within or outside India (No revision in respect of specification, Size, Engine, capacity quality of the body shall be allowed after the manufacture except those are incidental in nature).	Haldia SDH	01 (One)	Per day 490/- (Rupees Four hundred ninety only) for 10 hrs + Rs 20/- per hour beyond 10 hrs. Consumption of fuel 01 ltr Diesel per 12 km & Mobil 1 ltr per 500 km Thirty days per month for a period of one year	Rate to be quoted in the shape of "at per or less than the rate offered in column no. 5 of this table. No prayer for revision in respect of consumption of fuel shall be entertained.	Rs 3500/-

Table 2

### 1. Time Schedules for the tender

Sl. No.	Details of Activity of Tender Procedure	Date & Time / Period
01.	Submission of Application for Tender Form at the office of the Undersigned	14/03/2022 to 31/03/2022 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
02.	Issuance of Tender Form from the office of the Undersigned. **	14/03/2022 to 31/03/2022 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
03.	Dropping of Sealed Tender at drop box of the office of the undersigned.	14/03/2022 to 31/03/2022 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
04.	Opening of Tender at the office of the undersigned	01/ 04/2022 at 11.00 AM

\*\* Downloaded tender forms will also be accepted

### 2. SUBMISSION OF THE TENDERS:

The tender is to be submitted in Two Bid System. The Tenderer will submit the Tender along with application in Original letter head with full signature & Seal of the firm in a sealed envelope (inscribing Sl. No. of the tender, name of the SDH and name of the Bidder on the envelop) containing - 1) The technical bid (in sealed envelope) and 2) The financial bid (in sealed envelope).

a) Technical bid shall consists of – (a) Application in original letter head (Annexure-I) (b) Self attested Photocopy of valid i) Certificate of Registration of the Vehicle, ii) Certificate of fitness, iii) Pollution Certificate, iv) Tax Token, v) First party Insurance Certificate (vi) Latest IT return (A.Y 2020-21), (vii) Valid GSTIN and latest return filed (viii) PAN (ix) Check List (Annexure II) (x) Earnest Money Draft. (xi) Booking Slip in case of providing New Car.

b) Financial bid shall consist of Annexure-III in original letter head with seal and signature. The bidder shall quote the rate in the space marked for quoting prices in Annexure III. Rate shall be inclusive of all i.e. insurance claim tax levied on the vehicle, charges for pollution certificate, charges for rendering, certificate of fitness, etc. The bidder shall also give the brand, model & date of purchase of the vehicle / vehicles offered for hiring in the space provided for the same.

**Separate tender documents have to be submitted for each Sl. No. / Unit's of Table 1.**

### 3. Evaluation of the tenders

During the tender evaluation process, Technical Bid will be opened first and Financial Bid will be opened subsequently. Those bidders who have qualified in respect of the essential & other requirements in Technical Bid will be identified and their Financial Bid will be opened. The Financial Bid of those tenderer failing to meet the Technical & Other requirements of participating in the tender will not be opened and be rejected. The tenderer offering the item found suitable and as being as per the tender specification will only be selected on the basis of physical verification. Final selection of the lowest bidders in respect of Financial Bid is subject to further physical verification of the vehicles. THE DECISION OF TENDER SELECTION COMMITTEE WILL BE FINAL AND BINDING IN THIS MATTER.

#### 3.1 Consignee as Executor of contract

CMOH, Purba Medinipur will declare the result of evaluation of bids for this tender and issue notification(s) of award(s) of contract to successful bidder(s). The consequent contract(s) with the successful bidder(s) shall be signed and executed henceforth by the in-charges of consignee Sub Div. Hospital.

#### 4. TERMS AND CONDITIONS OF THE TENDER

- 1) Rate shall be inclusive of all i.e. insurance claim tax levied on the vehicle, charges for pollution certificate, charges for rendering, certificate of fitness, etc
- 2) No applications should be received after the schedule date and time. Incomplete tender will be rejected summarily.
- 3) The vehicle should possess Commercial License.
- 4) If the willing candidate intends to provide new vehicle if he is selected for then hiring, he shall submit an affidavit in Ten Rupee Non Judicial Stamp Paper along with tender paper to the effect that he shall provide the vehicle to the office along with the papers mentioned in SI. No 2 above within 15 days of work cum supply order issued.
- 5) In case of Syndicate of transporters, the photocopy of valid Memorandum of Association shall be required to be submitted along with the tender paper.
- 6) In case of Cooperative of transporters, the photocopy of valid i) By law, ii) Society registration Certificate, iii) Latest Audit Report conducted by Statutory Auditor shall be required to be submitted along with the tender paper.
- 7) Vehicle shall be registered in any district of West Bengal.
- 8) The offer in respect of the vehicle registered in any district of West Bengal.
- 9) The offer in respect of the vehicle registered outside this State shall summarily be rejected.
- 10) GST/ Income Tax and other incidental charges shall be levied from the bill as per IT. Act, 1961 and other relevant Acts & Rules. The rates and procedures shall berevised as the parent Acts, Rules, Orders will be revised time to time.
- 11) In case of lessee of a vehicle, the photocopy of valid proper deed with the owner of the vehicle shall be required to be submitted along with the tender paper.
- 12) No repair charge either in petty or heavy nature, no charges due to the breakage of vehicle during i) accident. Ii) normal circumstances and iii) Bandh or Hartal shall be given
- 13) No demurrage charge/repair charge shall be given to the contractor due to the damage inflicted to the vehicle due to explosion/ fire/natural calamities.
- 14) No washing charge of vehicle, no charges for removal of dent shall be paid to the contractor
- 15) During any accident any compensation to the public in the shape of causing injury to i) any public, ii) any cattle, iii) any permanent/temporary structure shall be borne by the contractor himself.
- 16) The driver shall be provided by the contractor with the following items: i) valid Driving License to drive that particular type of vehicle, ii) proper Identity Card issued by the contractor, iii) No objection Certificate to drive the vehicle, iv) proper dress.
- 17) No remuneration and food shall be provided to the driver by the office.
- 18) The contractor shall provide seat cover, towel and car freshener along with the vehicle.
- 19) The driver so appointed shall maintain a Log Book duly authenticated by the office.
- 20) **The contractor shall submit the monthly bill in duplicate along with the log Book to the office of the concerned Sub Div. Hospitals.**
- 21) Before opening of new Log Book. The old one shall be deposited to the office and the new one shall be authenticated by the office.
- 22) Lubricant/Break Oil/Gear oil shall be admissible as per relevant Govt. Order issued by the Transport Department, Govt. of West Bengal.
- 23) The excess/ less consumption of fuel shall be translated into monetary terms and shall be added/ subtracted from the final monthly bill as the case may be and no tax shall be levied upon this.
- 24) The contractor shall change the driver within three days after the complaint from the under signed in respect of i) misbehavior, ii) theft of article/money, iii) intoxication during discharge of duty.

