



Govt. of West Bengal, Department of Health & Family Welfare
Office of the Superintendent, District Hospital, Nadia
Krishnanagar, PIN 741101, Phone & Fax: 03472 258533
email: superintendent.ndh@gmail.com

Memo No-NDH- 2492

Dated, Krishnagar, the 04-01-22

NOTICE INVITING TENDER FOR HIRING OF CAR

The Superintendent, District Hospital, Nadia invites bids through tenders in two bid systems (Technical and Financial Bid) from owners /Agencies of commercial vehicles for providing One Vehicle (Non-A/C Motor Cab/Maxi Cab with Engine capacity more than 2000C.C.) on monthly hired basis for the period of one year from the date of signing the contract. The commercial bids of the technically successful bidders will be evaluated based on the criteria of offering the lowest rate for hiring charges.

Sl no.	Name of the work	Type of Work	Earnest money	Period of Contract
1	Engagement of 01(One) Staff-Car on monthly hired basis	Non- A/C Motor Cab/Maxi Cab with Engine capacity more than 2000CC for District Hospital, Nadia	4000/-	1(one) Year

Vehicle Specifications:-[Should be filled up by the bidder mandatorily]

Sl	Description	Mandatory	Bidder'Name
1	Type of Vehicle	Commercial Car	
2	Proof of Ownership (Copy of Blue Book)	The vehicle Should not be older than the year 2017	
3	Road Permit No. & Issued by:		
4	Make & Year		
5	Pollution Control Board	Updated	
6	Tax Clearance	Updated	

1) General Instructions :-

- Only Maxi cab/ Motor Cab (Yellow Number Plate) must be engaged as defined under rule 2 of the MV Act, 1988.
- Only vehicles registered in state of West Bengal must be engaged.
- Vehicle should have certificate of Insurance under Rule 146 & 147 of M.V Act 1988.
- The Driver should hold an effective light Motor Vehicles (LMV)/ HMV driving License under rule 3 of the MV Act, 1988.
- The Car must be in good and sound condition having Road Permit, Tax Clearance, PCB Certification and all other related documents required for plying in the roads.
- Must be a Diesel vehicle with BS-IV/BS-VI, the vehicle should be verified by the SHTO before finalizing the tender.
- The Car must be maintained clean by the agency/owner regularly and properly.
- The owner will be liable to deploy the Car around the clock. Punctuality will have to be ensured.
- The driver of the Car should have a running mobile phone. The Drivers must observe all the etiquette and protocol while performing the duty.

- I) The engaged owner will ensure the submission of relevant documents signed by the head of the office of user end or his/ her authorized person authenticating movements of vehicle before payment of hiring charges.
- J) The Car to be garaged at institution or office for 24 hours, no additional payment outside accepted rate is payable for hiring of driver(s) and / or for boarding & lodging of driver (s)/ or cost for repair etc arising due to accident met by the vehicle, if any.
- K) In case of any temporary withholding of service of the vehicle for repair/ maintenance/ illness of driver etc by the vehicle owner, substitute vehicle of same quality and/or, alternate driver is to be provided for the period of withholding subject to prior intimation to authority concerned.
- L) The Car will be engaged on hired basis up to one year from date issue of work order.
- M) The agency has to submit an acceptance letter indicating type of Car and rates and all terms and conditions and condition levied therein. An amount of Rs. 4000/-(Four thousand) only to be deposited as Security Money on execution of agreement.
- N) In no case hiring charges will be more than the rate approved by the Government vide Notification No. 3564-WT/3M-81/98 dt. 24.11.2008 of Transport Deptt, Govt. of WB and the same order will be followed strictly in this regard.
- O) The owner of the engaged car will sign an undertaking in District Hospital, Nadia Stamp of Rs. 50/- with the user end.
- P) The contract of hiring can be terminated by the Superintendent, District Hospital, Nadia at any time without any prior notice and assigning any reason thereof.
- Q) In case of any dispute, decision of hiring the Car authority will decide the issue and the decision will be the final. The authority reserves the right to reject or cancel any tender at any time without assigning any reason thereof. During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The Tender Selection Committee reserves the right to cancel the tender due to unavoidable circumstances and no claim in this respect will be entertained.

2) Eligibility for Quoting :-

Any bonafide bidder having essential qualifications as mentioned in this tender document could bid for the tender. The price is to be quoted in Indian Rupees only including all charges. Any other law or act or rule as may be in force and made applicable to the workmen / supervisor / or other persons as may be deployed by the contractor for planning out the assign job involving use of skilled / semi-skilled / unskilled workers. Payment for the work will be made on availability of fund.

3) Earnest Money .-

- A) The amount of Earnest money is Rs.4000/-(Ten thousand). The earnest money should be deposited by Demand Draft/Bankers Cheque in favor of The Rogi kalyan Samati, District Hospital, Nadia & payable at Krishnagar. Earnest Money to be deposited along with the Technical bid document at the time of submission of tender form.

B) Refund of Earnest Money :- The Earnest money will be released to the successful and unsuccessful Tenderers on application for the same to the Superintendent, District Hospital, Nadia after selection of LI bidder & finalization of the tender.

C) Forfeiture of Earnest Money :-

The earnest money of the Tenderer will liable to be forfeited if the Tenderer withdraws his tender as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any of all of the items of his accepted tender within the time specified when requested to do so/fails to furnish Security Deposit within the stipulated time.

4) Submission of bids :-

The tender is to be submitted in a two Bid System. Both Technical Bid, Financial Bid are to be submitted concurrently & duly signed by the tenderers. All papers must be submitted in English language.

A) Technical Bid (Statutory Cover Containing the following documents):-

SI No	Category	Sub Category	Sub Category Description		
A	Certificates	A1 Certificates	PAN card of the authorized signatory		
			Professional Tax Certificate		
			GST Registration Certificate		
			Trade License (F.Y.2021-2022)		
B	Company Details	B1 Company Details	Registration with Registrar of Companies (if applicable)		
			Partnership Deed in case of Partnership Firm (if applicable)		
			Power of Attorney (if applicable)		
C	Financial Information	Income Tax Return & Audited Balance sheet	Income tax Return to be submitted for the Assessment year 2020-2021		
D	Earnest Money	Demand Draft/ Bankers Cheque	Rs. 4000/-		
E	Vehicle Specification	Description	Mandatory	Bidders' Note	
		Type of vehicle	Commercial car		
		Proof of ownership(copy of Blue book)			
		Road Permit no & Issued by			
		Make & Year	The vehicle should not be the older then the year 2017		
		Pollution Control board	Updated		
		Tax clearance	Updated		

B) Financial BID :-

The folder as "Financial Bid" shall contain base price in Indian Rupee including all charges

