



O/O CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER  
DISTRICT PROGRAMME MANAGEMENT UNIT  
NATIONAL HEALTH MISSION  
BALASORE

e-mail- [dpmubal@gmail.com](mailto:dpmubal@gmail.com)

Notice No 633 Dated 10.01.22



**SHORT TENDER CALL NOTICE**

Sealed Tenders are invited by the CDM & PHO cum District Mission Director, NHM, Balasore from the established and reputed Travel Agencies / Tour Operators/Individuals for Engagement of vehicle on Hiring basis (SCORPIO, XYLO, BOLERO, ERTIGA etc for NPCB wings, O/O-CDM&PHO, Balasore on monthly basis. Interested bidders may send their complete bids in double cover system (Technical & Financial) super scribing the Tender Notification No: and date: on the top of the Bid envelop and addressing clearly to the CDM&PHO, Balasore, District Head Quarter Hospital, AT/PO/Dist-Balasore, 756001. Detailed tender requirements may be downloaded from the District website [www.baleswar.nic.in](http://www.baleswar.nic.in). Last date of for receipt of Tender is 24/01/2022 latest by 5.30 PM only through Speed post/Regd Post only and the bids so received will be opened on 25/01/2022 at 11.30 am. in the official chamber of the CDM&PHO, Balasore. Incomplete and late receipt bids will be summarily rejected. The undersigned reserves the right to cancel all or any of the bids without assigning any reason thereof.

-Sd-

CDM & PHO cum District Mission Director  
NHM Balasore.

10/1/22

Chief District Medical &  
Public Health Officer,  
Balasore

## Terms & Conditions (TOR)

✓  
6/12/22  
Chief District Medical &  
Public Health Officer.

The CDM & PHO cum District Mission Director, NHM, Balasore intends to engage vehicles (SCORPIO, XYLO, BOLERO, ERTIGA etc.) on hiring basis through Tender process for NPCB. Hence established and reputed Travel Agencies / Tour Operators/Individuals may apply with all requisites to the undersigned for participation in the tender process. Interested bidders may submit their bids in the prescribed format only.

### A. GENERAL TERMS AND CONDITIONS

1. Tenders should be submitted in separate envelopes by enclosing its technical bid in **COVER (A)** & Financial bid in **COVER (B)**. The envelope containing tender document both envelopes **COVER A & B** put in separate cover **COVER-C** should be super scribed clearly as "Tender for supply of hiring vechile for NPCB wings, O/O-CDM&PHO, Balasore, Bidders name & Whats App mob ,FAX No. & email id. on the front of envelope. Sealed tenders will be received by Date 24/01/2022 up to 5 pm by the CDM&PHO, Balasore through speed post/regd. Post only. Tenders received after due date, time and in any other mode other than mentioned above will be rejected.
2. Eligible bidders should submit their tender documents to the CDM&PHO, Balasore (O/O-CDM&PHO, Balasore, District Head Quarter Hospital, At/Po/Dist-Balasore, Odisha Pin-756001) through Speed Post / Registered Post only within the stipulated date & time as mentioned in the tender notice.
3. The sealed bids submitted by the bidder will be opened at the CDM&PHO , Balasore on date 25/01/2022 at 11.30 a.m. The bidder or their only duly authorized representative having authorization letter will be allowed to be present during the opening of bid if they so like.
4. Each page of the bid document shall be duly numbered, signed in full by the bidder. Bids without full signature of bidder will be rejected.
5. All copies of the tender document should be self -attested. If any information or document furnished by the bidder found to be misleading /incorrect at any stage, their tender will not be accepted.
6. The authority reserve the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
7. The approved rate will be valid for one year (12 calendar months) from the date of approval by the Purchase Committee and it may extend as per the approval of the authority.
8. Violating the tender terms and conditions (TOR) & non-supply/ partially supply, which is not as per our technical specification, will be declared as Blacklisted.
9. Undersigned will not responsible for any postal delay.
10. **The bidder must submit the details of vehicles documents at the time of supplying of vehicle i.e Registration certificate, valid insurance, Driving license of the Driver, fitness certificate, lessee agreement (if any), vehicle permit, valid pollution certificate etc as per the requirement of the competent authority.**
11. The vehicle participated in the Bidding process must not be owned by the staff of NHM or any relative of staff of NHM.
12. The District Authority, in view of unsatisfactory Service or Non compliance of the T&C of the tender document may be at liberty to terminate the agreement without assigning any reasons to the Vehicle Provider. The Vehicle Provider will not be entitled to any compensation whatsoever in respect of such termination.
13. The vehicles engaged at district level will be required to execute the agreement with the CDM&PHO, Balasore.
14. In case of any breakdown of the vehicle, the service provider has to arrange an alternative vehicle for that period with equal facility in the existing terms and condition. All the incidental expenditure towards repair & maintenance will be borne by the owner. If the Service provider fails to provide the service as per the requirement, the Authority reserves the right to get the similar service through the other agencies at the risk and cost of the service provider.

15. The vehicle engaged should carry all relevant papers duly updated. During the course of engagement of the vehicle any loss occurred to the vehicle or to the third party due to any untoward incident, the authority will not be responsible and any liability arising out of such incident will be the responsibility of the owner or the bidder authorized by the owner only.
16. The vehicle must carry the logo of NHM/Schemes with official address and "ON GOVT. DUTY" at the front side.
17. The branding if required shall be made as per the prototype of NHM/Schemes.
18. A monthly hiring charge will be paid irrespective of distances/mileage traveled for a complete month of service. This includes the cost of the driver, cost of maintenance of the vehicle, cost of registration, permit, Road Tax & Insurance. Toll gate Charges & Air port Parking charges if any will be allowed to the service provider on submission of proper receipts in original. The fuel cost will be borne by the service provider of the vehicle and will be reimbursed at the end of the month or period as per the actual kilometers travelled. Apart from this no other charges will be entertained.
19. The vehicle will be engaged at the place as decided by the CDM&PHO, Balasore. Usually the vehicle is to be used from 8 am to 8 pm. The vehicle may be used in nights and holidays in emergency cases.
20. The age of the vehicle must be less than 3 years.
21. No advance payment is payable by the authority to the service provider. The billing will be done on monthly basis and it should be submitted by the service provider within the first week of the subsequent month. The payment will be made for those movements for which the log book entry have been signed by the authority or any authorized officer. It is the sole responsibility of the driver to submit updated logbook for each movement of the vehicle before submission of monthly bill.

**B. Documents to be submitted with the Technical BID (COVER-A)**

1. All the necessary documents with self attested must be submitted as per the Annexure-I with page numbered and serially attached.

**C. Documents to be Submitted with the Price Bid (COVER-B)**

1. The tender format for financial Bid mentioning the quoted rate for required items should be submitted in separate sealed covers hereafter called COVER - B (PRICE BID). The bidder has to submit sealed price bid as per the prescribed format. Annexure-II.

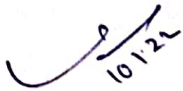
No other document should be enclosed in the Financial Bid

All disputes are subject to Balasore jurisdiction only

**D. REJECTION OF THE BIDDER**

The bidder will be rejected if any of the following documents are wanting /not found with the tender bid.

- A - Non submission of relevant documents.
- B- Sealed technical bids and price bids without signature & seal in each page.
- C- Bidder applying multiple Bid.
- D- Without Tender Processing Fees & EMD except in certain exempted categories.
- E-Any information not mentioned in Annexure-I & II.

  
10/12/22  
CDM&PHO, Balasore &  
Chief District Medical &  
Public Health Officer,  
Balasore

J. S. 22  
Chief District Medical &  
Public Health Officer,  
Balasore

**TECHNICAL BID (COVER-A) ANNEXURE-I**

Sl. No	Particulars	Documents submitted serially with page numbered	Weather document submitted (Y/N) please mentioned page no.
1	Name of the Bidder		
2	Bidder Type (Please Tick/mentioned)	Travel Agencies / Tour Operators/Individuals etc.	
3	Address with Phone No. & email ID		
4	Contract Person:		
5	Mobile No. / Landline No.		
6	Email ID		
7	Tender Processing fees details: 500/- (non refundable) in shape of DD in favor of ZSS NON NRHM A/C payable at Balasore. DD No.: Date: Amount:500/-		
8	EMD Details: 5,000/- (refundable) in shape of DD in favor of ZSS NON NRHM A/C payable at Balasore. DD No.: Date: Amount:5,000/-		
9	Copy of PAN Card		
10	Copy of GST registration certificate.		
11	Weather all tender documents are self attested and serially arranged.		
12	In case of MSE/SSI units the bidder must be attached the MSE/SSI certificate as per MSME Development Policy -2009 and IPR -200. The EMD for the MSE/SSI unit is exempted.		
13	Copy of AADHAAR of bidder		
14	Weather the bidder agreed with the terms & conditions of the TOR.		

**DECLARATION**

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

Signature of the bidder

Date

10/1/22

Chief District Medical &  
Public Health Officer,  
Balasore

**FINANCIAL BID (COVER-B) (Annexure-II)**  
**FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS**

Sl. No.	Type of Vehicle	Type	Hiring charge per month excluding GST	Rate of DOL Specify the K.M per liter
1	BOLERO	Age of vehicle less than 3 years 1. with AC 2. without AC	1.Rs _____ 2.Rs. _____	1. ____ K.M 2. ____ K.M
2	SCORPIO	Age of vehicle less than 3 years 1.with AC 2.without AC	1.Rs _____ 2.Rs. _____	1. ____ K.M 2. ____ K.M
3	XYLO	Age of vehicle less than 3 years 1.with AC 2.without AC	1.Rs _____ 2.Rs. _____	1. ____ K.M 2. ____ K.M
4	ERTIGA	Age of vehicle less than 3 years 1.with AC 2.without AC	1.Rs _____ 2.Rs. _____	1. ____ K.M 2. ____ K.M

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Signature of the bidder

Date