

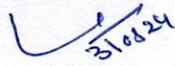


O/O CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER
DISTRICT PROGRAMME MANAGEMENT UNIT
NATIONAL HEALTH MISSION
BALASORE
e-mail- dpmubal@gmail.com



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 at District Head Quarter & Block CHC Units on Hiring basis (SCORPIO, XYLO, BOLERO, BOLERO (Neo), SUMO, TUV, Ertiga ect,) under different programme . Interested bidders may send their complete bids super scribing the Tender Notification No: 12183.....and date: 31.08.24 on the top of the Bid envelop addressing clearly to the respective Head Quarter/ Block Units where the bidder intends to participate. Detailed tender requirements may be downloaded from the District website www.balasore.odisha.gov.in Last date of for receipt of Tender is **24.09.2024 latest by 5.30 PM** only through **Speed post/Regd. Post only and the bids so received will be opened on 25.09.2024 at 11.30 am at the respective Units.** The bidders are requested to keep in touch with the aforementioned web site till completion of the tender process so that any corrigendum/addendum if required, can be availed up easily. In this regard no Publication in the news paper will come out. 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.

TOR FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS.

The CDM & PHO cum District Mission Director, NHM, Balasore invites bids from the prospective service providers to engage vehicles (SCORPIO, XYLO, BOLERO, SUMO, TUV, Ertiga etc.) on hiring basis to be deployed at different establishments (District & Block units) under different programme through Tender process. Hence established and reputed Travel Agencies / Tour Operators/Individuals may apply with all requisites to the Head of the Establishments where the bidder intends to participate. Interested bidders may submit their bids in the prescribed format only.

Technical & Financial Evaluation of the Tender Documents would be evaluated by District Purchase Committee/Block Purchase Committee as applicable. The bidders qualified in the technical bid assessment process will be eligible for Financial bid assessment process. The decision of the District/Block authority will be final.

1	Cost of the Tender processing charge.	Rs.1,000/- (non-refundable) in the form of Demand Draft for each vehicle intends to engage in favor of "ZSS, Non NRHM, Balasore" for Head Quarter and "Miscellaneous A/C, CHC.....Balasore" for other units . This is to be submitted along with the Tender document.
2	EMD	Rs.12,000/- (Rupees Twelve Thousand only) (Refundable) in the form of Demand Draft in favor of "ZSS, Non NRHM, Balasore" for Head Quarter & "Miscellaneous A/C, CHC....." for other Units for each vehicle the bidder intends to engage. (EMD not required for vehicles applied for empanelment on day call basis or as and when required basis. However Tender Processing Fee is to be submitted)
3	Tender Document	Bidders are advised to download the details of the tender process from the District website www.balasore.odisha.gov.in
4	Last date of submission of sealed tender document	24.09.2024 , 5.30 PM
6	Date of opening of tender	25.09.2024 at 11.30 A.M. at office of the CDM & PHO cum District Mission Director, NHM, Balasore for Head Quarter and at the office of the Medical Superintendent, Block CHC for other units.
7	Eligibility of the Bidder	a. The vehicle must be registered for commercial use . b. The bidder may apply without being the owner of the vehicle provided the bidder should have the valid authorization from the vehicle owner to participate in the tender process and the responsibility as per TOR will be applicable to that bidder only. c. The vehicle must not older than 3 years as on 01.09.2024 . d. The vehicle must have updated insurance/fitness/Road tax/Pollution control certificate. e. EMD & Tender processing cost in shape of DDs must be attached in the technical bid.

8. Single Big Size Envelope containing two envelopes (i) one for "Technical Bid" (ii) another for "Financial Bid". Envelope for Technical and Financial bid should be separately sealed.


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9. The Single Big Size Envelope should be duly sealed and super-scribed as Tender for "ENGAGEMENT OF VEHICLE ON HIRING BASIS" with Tender Notification No & date.
10. The Single Big Size Envelope should be addressed to "The CDM & PHO cum District Mission Director, NHM, Balasore, PIN 756001, Odisha" OR "The Medical Superintendent CHC....." as the case may be.
11. The Sealed Tenders should be sent through **registered post / Speed Post only** to the aforementioned address.
12. A tentative list of requirement of vehicle with place of engagement is annexed for ready reference of the bidders. **(Annex-C)**.
13. Mode of Engagement of Vehicle: Monthly basis and Daily requirement basis.
14. Sealed Tenders received after the due date and time shall not be entertained. Postal delays shall not be the responsibility of the Department.
15. Tender without an EMD and Tender processing cost shall be rejected.
16. **The vehicle participated in the Bidding process must not be owned by the staff of NHM or any relative of staff of NHM.**
17. The EMD of the successful Bidder shall be deposited in the Account of Non NRHM, Balasore or the Account of Miscellaneous A/C of respective CHC as Performance security deposit. This will be retained as a Performance security deposit till the completion of the agreement period or the date of disengagement whichever is earlier. Refund of EMD/Performance Security shall not carry any Interest Component.
18. **The EMD of Rs.12,000/- and the Tender Processing Fee of Rs.1,000/- is to be submitted for each vehicle the bidder intends to apply. If the bidder intends to apply for more than one vehicle then he has to submit multiple nos. of EMD and Tender processing Fee accordingly.**
19. The EMD of unsuccessful bidders shall be returned within 15 days after the finalization of the Tender, subject to the receipt of a written application from the unsuccessful bidder addressing to the District Authority or the Block Authority as the case may be .
20. The District/Block 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 by assigning the reasons to the Vehicle Provider . The Vehicle Provider will not be entitled to any compensation whatsoever in respect of such termination.
21. On being declared and approved as the L 1 Bidder, an agreement is to be executed in this regard with the first party for a period of one year or as per the requirement of the respective schemes. The Service provider shall continue the aforesaid service for a period of ONE year or such period and extension of the same may be allowed basing upon the satisfactory performance, age of Vehicle, Condition of the vehicle , Scheme support with overall approval of the District/Block Authority for another maximum three terms.
22. The vehicles engaged at district/Block level will be required to execute the agreement with the CDM&PHO, Balasore/Medical Superintendent of the respective Unit.
23. Eligible but unsuccessful bidder (L2/L3/L4) may be empanelled keeping in view the requirement if any arises within one year they may be communicated for engagement at the approved L1 rate if agreed upon.


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24. 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 service provider. If the Service provider fails to provide the service as per the requirement, the Authority reserves the right to get the similar service through another agency at the risk and cost of the existing service provider.

25. The engaged vehicle must carry all updated relevant documents with the vehicle. 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 service provider. The vehicle offered for engagement must be ready to use condition.

26. No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behavior etc. of the vehicle as well as of the driver.

27. There will be no extra night halt charge either for vehicle or for driver for using the vehicle during night (Emergency case only) for monthly engaged vehicle.

28. No advance payment is payable by the authority to the service provider. The billing will be done on monthly basis and the bill 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 and duty slips have been signed by the authority or any authorized officer. It is the sole responsibility of the driver/service provider to submit updated logbook and approved duty slips for each movement of the vehicle along with the monthly bill for verification prior to the processing of the bill for release of payment.

29. Either party can discontinue the agreement with one month prior intimation to other party.

30. Preference will be given for new vehicles so also to the local service providers having commercial permit.

31. The bidder may apply without being the owner of the vehicle provided the bidder should have the valid authorization from the vehicle owner to participate in the tender process. Accordingly all the conditionality as per TOR will be applicable to the service provider only.

32. The vehicle must not older **than 3 years as on 01.09.2024**. However new vehicles will be given preference in case of tie with older one.

33. The incomplete tender in any manner is rejected and will not be taken in to consideration for the evaluation process.

34. 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 without any extra cost. This is applicable for monthly engaged vehicle.

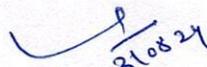
35. The vehicle must carry the logo of NHM/Schemes with official address and "ON GOVT. DUTY" at the front side.

36. **The branding** if any shall be made as per the prototype of NHM/Schemes.

37. Initially an offer letter will be given to the successful service provider to bring the vehicle for a physical verification with all required original documents by the Unit Authority within a stipulated period. The final order and place of engagement will be given if the bidder fulfills all the conditions satisfactorily.


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- 38.** 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 & comprehensive Insurance cover with third party unlimited liability risk of the vehicle. Toll gate Charges ,parking charges & Air port Parking charges if any will be reimbursed 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.
- 39.** The servicing and maintenance of vehicle from time to time is the responsibility of the service provider at his own risk and cost.
- 40. The vehicles will be installed with GPS device, if required as per schemes.** Accordingly the vehicle should have digital speedometer and centrally locking system.
- 41.** Any tampering of the log Book or mishandling of the GPS device will result into cancellation of the agreement.
- 42.** The Driver of the vehicle should always carry his valid DL & a Mobile telephone.(at the cost of the service provider) .The driver should possess the requisite physical fitness as per the norm of the Transport Authority.
- 43.** If the services are found to be unsatisfactory, the Unit Authority shall give one month notice and terminate the agreement. The contract will also be terminated in case of following reasons
- a) If the behavior of driver is not proper
 - b) If driver reports in an inebriated state or consume alcohol while on duty
 - c) Any attempt to tamper the logbook of the vehicle
 - d) In case of the vehicle does not report timely and regularly
 - e) In case of the driver of the vehicle is found to be involved in any criminal matter
 - f) In case of the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be made mandatory upon him to serve one month notice before such withdrawal of service and termination of agreement.
- 44.** The speedometer of the vehicle should be in proper condition. If during the period of engagement the speedometer is found non-functional, the decision of the Authority is final. It is the sole responsibility of the service provider to set right the same within 24 hours.
- 45. The charges for Day Call Basis is valid for 24 Hours. If the vehicle is used for 6 hours or less the said charges will become 50%.Night halt charges is allowed extra.**
- 46.** In case of public strike the authority shall neither be liable to make any payment towards retention charges for the period of absence nor will be liable for any other claim.
- 47.** The authority is at the liberty to reject the vehicles found defective during duty period in which case the service provider will be liable for all consequences.
- 48.** For any dispute, the decision of the district authority is final.
- 49.** The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the Tender, such dispute would be subject to the Jurisdiction of Balasore District only.


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TECHNICAL BID (Annex-A)

FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS

1	Name of the Bidder	
2	Address of the Bidder	
3	Contact No & E-mail ID	
4	PAN	
5	GST Registration.	
6	If the bidder does not own the vehicle then written Authorization from Vehicle owner to participate in the bid must be submitted.	Details of the vehicle must be clearly mentioned in the authorization letter. The registered owner of the vehicle has to provide authorization with full signature, contact mobile no and address.
7	EMD	Rs. 12,000/- per vehicle (refundable) in the form of Demand Draft in favor of "ZSS - Non NRHM, Balasore" OR "Miscellaneous A/C,CHC....." as per applicability. To be submitted along with the Technical Bid.
8	Declaration by the Bidder	As per the format given in Annexure - D
9	Cost of the Tender Processing Fee	Rs.1,000/- (non-refundable) in the form of Demand Draft in favor of "ZSS-Non NRHM, Balasore" OR " Miscellaneous A/C, CHC "as per applicability.To be submitted along with the Technical Bid.

Photo Copies of documents to be submitted in support of the above information with due signature of the bidder.

Signature of the Bidder


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FINANCIAL BID (Annex-B)

FOR ENGAGEMENT OF VEHICLE ON MONTHLY HIRING BASIS

Sl. No.	Type of Vehicle	Components	Quoted particulars
1		Hiring Charges per Month (Including GST)	Rs. (Rupees.....))only per month.
2		Km.travelled per liter of DOL <u>with AC</u>Km/One litre of Fuel
3		Km travelled per liter of DOL <u>without AC</u>Km/One litre of Fuel

FOR ENGAGEMENT OF VEHICLE ON DAILY HIRING BASIS

1.		Hiring Charges per Day (For Empanelment of Vehicles as and when required /on day Call basis)	Hiring Charge Rs.....Per dayKm/One litre of Fuel with ACKm/One litre of Fuel without AC Night Halt Charge Rs...../-
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N.B:

- Bidders are requested to mention the Types of vehicle intends to engage (SCORPIO, XYLO, BOLERO, BOLERO (Neo), SUMO, TUV, Ertiga etc.).It will be a condition for selection of Vehicle.
- Bidders are requested to use Extra sheet (Annex-B Format) for different Types of Vehicle with different Hiring Charges (more than one).
- Minimum assured Km travelled per litre of DOL is 10 kms. / Lt. If any bidder quotes less than 10 kms. /Lt. of DOL then the bid will be cancelled.

Signature of the bidder


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Tentative List of vehicles required with place of engagement
(Annex-C)

SI No:	Name of the Unit where the Vehicle is required to be engaged.	Programme under which the vehicle is required.	Address for submission of Bids.
01	CHC Bahanaga	RBSK- 02 & BPMU-01	Medical Superintendent ,CHC- Gopalpur, At/Po Gopalpur,Dist:Balasore-756044. Contact Person with Mobile No: BPM/ 8917277632/9439982162
02	CHC Baliapal	RBSK -02 & BPMU -01	Medical Superintendent CHC- Baliapal, At/Po:Baliapal ,Dist:Balasore-756026. Contact Person with Mobile No: BPM/ 9439980984.
03	CHC Basta	RBSK – 02 & BPMU -01	Medical Superintendent CHC- Basta, At/Po: Basta,Dist:Balasore-756029. Contact Person with Mobile No: BPM/ 9439980932.
04	CHC Hatigarh	RBSK- 02 & BPMU -01	Medical Superintendent, CHC- Hatigarh At/Po:Hatigarh Dist:Balasore-756033. Contact Person with Mobile No: BPM/ 9439996599.
05	CHC Khaira	RBSK- 02 & BPMU-01	Medical Superintendent CHC- Khaira, At/Po:Khaira, Dist:Balasore-756048. Contact Person with Mobile No: BPM/ 9439982101.
06	CHC Berhampur	MHU-01,RBSK-02 & BPMU -01	Medical Superintendent CHC- Berhampur, At/Po: Berhampur Dist:Balasore-756058. Contact Person with Mobile No: BPM/ 7978814063/9861262260.
07	CHC Oupada	RBSK -02 & BPMU -01	Medical Superintendent ,CHC- Iswarpur, At/Po:Iswarpur,Bidu,Bahanaga,Dist:Balasore-756042. Contact Person with Mobile No: BPM / 8637284883/9439980809
08	CHC Remuna	RBSK -02 & BPMU -01	Medical Superintendent ,CHC- Remuna, At:Madhipur,Po:Remuna,Dist:Balasore-756019. Contact Person with Mobile No: BPM/9439980800
09	CHC Simulia	RBSK -02 & BPMU -01	Medical Superintendent ,CHC- Simulia, At/Po:Markona,Dist:Balasore-756126. Contact Person with Mobile No: BPM/9439982020
10	CHC Soro	RBSK -02 & BPMU -01	Medical Superintendent, CHC- Soro ,At/Po: Soro,Dist:Balasore-756045. Contact Person with Mobile No: BPM/9439982057


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11	DPMU,Balasore	DPMU -01	CDM&PHO, Balasore, Inside DHH Campus, Balasore – At/Po: Balasore .Pin: 756001 Contact Person with Mobile No: DPM/ 9439982000.
12	NPCB ,Balasore	NPCB-01	CDM&PHO, Balasore, Inside DHH Campus, Balasore – At/Po: Balasore .Pin: 756001 Contact Person with Mobile No: DPM/ 9439982000.
13	Sunetra ,Balasore	Sunetra-01	CDM&PHO, Balasore, Inside DHH Campus, Balasore – At/Po: Balasore .Pin: 756001 Contact Person with Mobile No: DPM/ 9439982000.

- The types of vehicles required specifically **on daily hiring basis** are same as mentioned above and includes DZIRE & similar type also.


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DECLARATION

Annex-D

(To be submitted with Technical Bid)

I / We the Bidder/Proprietor/partner/ do declare that I / We have carefully read all the terms of reference of tender of the CDM & PHO cum District Mission Director, NHM, Balasore, Orissa for “**Engagement of Vehicles on hiring basis**” under NHM, Balasore. The approved rate will remain valid for a period of one year from the date of execution of contract. I/ We will abide with all the terms & conditions set forth in the Tender Reference no. _____

I/We do hereby declare I/We have not been de-recognized / black listed by any State Govt. / Govt. of India / Govt. Organization / Govt. Health Institutions for any such act or action or non compliance to any instruction.

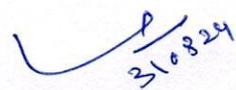
I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me/us for a period of 3 years if, any information furnished by me/us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions .

I/We do hereby declare that I / we will deliver the work/service as per the terms, conditions & specifications of the tender document and work orders.

Signature of the bidder:

Date :

Name & Address of the Bidder


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