



ZILLA SWASTHYA SAMITI, NAYAGARH
OFFICE OF THE CDMO-cum-DISTRICT MISSION DIRECTOR, NAYAGARH



TENDER CALL NOTICE

Adv. No. - 06 /21-22 Date:18.05.2022

Sealed tenders are invited from any private individuals/ Local registered Travel Agency only having valid GSTIN/PAN for providing of vehicles on monthly hiring basis under the undersigned of office of CDM & PHO cum DMD, Nayagarh on annual rate contract basis.

The sealed tenders should reach at O/o CDM & PHO, Nayagarh in any working day by 06.06.2022 till 1.00 P.M along with all required documents by Speed post/Regd. post/Courier only by super scribing on the top of the envelop "Tender for hiring of vehicles under CDM & PHO, Nayagarh" Details regarding items and terms & conditions may be download from www.nayagarh.nic.in. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Sd./-
CDMO-cum-District Mission Director
Nayagarh


18/5/22
C.D.M. & P.H.O.
Nayagarh

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,
NAYAGARH**

District Head Quarters Hospital Campus,
Nayagarh - 752069 - Email- CDM & PHOnayagarh@gmail.com

TENDER CALL NOTICE

Advt.No: - 06 /21-22/VEHICLE-CDM & PHO, Nayagarh dated 18.05.2022

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Sd/-
CDM&Public Health Officer,
Nayagarh


18/5/22
CDM & PHO
Nayagarh

Date & Time of Tender Submission and Finalization

RFP No. _____

Dated: 18.05.2022

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES AT
DISTRICT PROGRAMME MANAGEMENT UNIT (DPMU)

1	Period of Availability of RFP Document	From 18.05.2022 to 06.06.2022 (Downloadable from website: www.nayagarh.nic.in)
2	Last date for submission of Tender & address	Date: 06.06.2022 Time 1.00 PM Address: Chief District Medical & Public Health Officer Nayagarh AT-DHH Nayagarh PO. Nayagarh PS-Nayagarh Dist -: Nayagarh Pin-752069
3	Modality of Submission	Through Speed post/Registered post/ Courier only
4	Date, Time and place of opening of Tender (Technical & financial Bid)	Date: 07.06.2022. Time 11.00 AM Place of Tender Opening: <u>District Training Unit, O/O- CDM & PHO, Nayagarh</u> (Bidders / authorized representative may remain present at the time of opening of Tender)


18/5/22
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REQUIREMENT OF HIRED VEHICLE

Sl No.	Name of Institution	Quantity
1	O/o CDM & PHO Nayagarh(DPMU)	2 Nos
2	IDSP, O/o CDM & PHO Nayagarh	1 No

TERMS & CONDITIONS FOR HIRING OF VEHICLES

General features:

- Any private individuals/Registered Travel Agency only can participate in the tender process.
- Preference given to the Local travel agency & private individuals
- Bidders must be applied the tender along with all documents related to the vehicles. No undertaking towards supply of vehicle on hiring of basis is admissible.
- The monthly rate of hire charge shall be quoted separately in the price bid including of the Driver (Exclusive of Fuel Cost & Taxes).
- The requirement of vehicles as mentioned may vary as per need.

Essential features of vehicle:

- The vehicle should have valid - Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance.
- The vehicle preference should be given to -Scorpio or Ertiga (1st Preference)/TUV 300 (2nd Preference)/ Bolero Neo (Last Preference).
- The vehicle shall not be more than 2 **years old** as on date of advertisement from the date of registration of vehicle and also good running condition during the period of contract. Latest model with **BS6** engine shall be preferable. Vehicles older than five years should be replaced by new vehicle by the service provider.

Ceiling limit & Mileage of vehicles:

Particulars	Type of Vehicles	Maximum Hiring Charges per month excluding diesel cost	Minimum Average Mileage in Km per litre	Remarks
DPMU Vehicle	Scorpio/Ertiga/TUV 300/ Bolero Neo	Rs.31,000/- per month	10	With A/C facility
	Ertiga / Bolero	1,000 per Day	10	With A/C facility (On daily Basis As & when required)


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Major feature of Contract:

- The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the Vehicle but excludes the cost of fuel & oil. Only oil and fuel cost will borne by the office by reimbursement @ 10km per litre only and 1 litre lubricant per 1000kms.
- Salary of the driver will paid by the owner. The fuel cost initially will be borne by the party and reimbursed from authority through bill.
- GST Registration are compulsory for Transport Agency not compulsory for private individuals.
- The Local transport agency must have past performance of 5 years & the satisfactory performance certificate must be submitted with the bid.
- Maintenance and all the taxes of the vehicle will borne by the owner (Except toll tax, entry tax, permit fee, Parking charge etc.)
- The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- For effective communication, the driver of the vehicle has to be provided with a mobile phone by the Vehicle owner. The mobile no. must be shared with the concerned authorities and it should be kept open 24x7.
- The Driver should have a clean track record without any history of conviction in the court of law.
- Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver.
- In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
- If during the course of engagement of the vehicle any accidents etc, occurred either to vehicle or to the third party, authority will not be responsible and any liability arising out such accident will be the responsibility of the party only.
- The hiring charges will be deducted per day basis if the service is not provided in any day by the party.
- No advance payment is payable by the authority to the party. The billing will be done on a monthly basis (Monthly hiring charge) and it should be submitted by the party within first week of the following month. The payment will be made only those log books and duty slips which have been signed by the authority or any authorized officer. It will be responsibility

of the driver to get approved log book and duty slips for each occasion of journey signed by the authority or any authorized officer on day to day basis.

- The vehicle will be designed / branded by the authority as per NHM norms and connected with GPRS by the Health department.
- The vehicles shall report to the concerned authorities of the different wings/departments for duty on all days in a month except Govt. holidays. If emergency arises the driver may be called to report in any holidays.
- The vehicles shall be required generally for 12 hours in a day (8 AM to 8 PM). It will make halt if required.
- In case of emergency, the driver will have to report for duty as per requirement. No extra payment shall be demanded.
- The successful bidder shall execute an agreement with the **CDM & PHO Nayagarh**
- There will be an agreement between concerned authority and bidder that in the event of discontinuation of service, either party will be required to give 1-month prior notice intimation to the other party.
- The contract shall be initially for a period of one year. It may be extended for another one year subject to the satisfactory performance.
- If the services are found to be unsatisfactory, the authority shall give one month notice and terminate the agreement. The Contract will also be terminated in case of following reasons;

If the behaviour of the Driver is not proper;
Any attempt to tamper the log book/GPRS device;
In case of the vehicle do not report regularly;
In case the driver of the vehicle is found to be convicted.

Location & Operational area:

- Each vehicle will be located at District headquarter at the disposal of the authority of different department/wings. The area of operation will be within the district & provide fixed day services at CHCs/PHCs/SCs/Villages for screening, facilitate & management. Minimum tour to be undertaken by the team will be 25 days per month. Micro plan & route chart to be prepared accordingly by the authority of the department with the staffs in the District in consultation with the BPHO/Med Supt of CHC, PHEO & BPM of the CHCs.
- The vehicles with driver will report for duty daily as per the need of concerned authority and will leave with due permission.

Tender Fees and EMD/Security Deposits:

- Tender must be accompanied by Rs.1, 000/- Only (Non-refundable) as processing fees & EMD of Rs.10, 000/- by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of **ZSS NON - NRHM Fund**, **Nayagarh**. Tenders if not accompanied by Processing fees or EMD will not be considered. **In any case tenders received without EMD**

will not be entertained / considered at all and will be rejected summarily. No interest would be paid on the EMD.

- The EMD will be forfeited if the vendor withdraws or amends impairs and derogates from the tender or fails to execute duties on time as per ToR in any respect within the period of validity of tender.
- EMD will be refunded to the unsuccessful tender within 30 days from the date of issue of work order to the successful tender and no interest would be paid thereon; and (ii) EMD of the successful tender will be converted into security deposit. No interest will be paid on the EMD/Security deposit.
- Security Deposit will be refunded to the bidder after sixty days from the date of completion of the contract period and no interest would be paid thereon.
- Contract period may be extended for another one (1) year after completion of 1st contract of (12 months) if the performance of the service provider is satisfactory.

Other Features:

- The income tax as applicable will be charged on prevailing rate.
- The selection will be made basing on monthly hiring charges. the agreement will be executed between CDM& PHO-cum-DMD, Nayagarh & approved L1 bidder.
- The application in the prescribed format i.e. Technical bid in annexure-I & Financial bid in annexure-II along with all relevant documents should reach to the office of the undersigned on or before **06.06.2022 within 1.00 P.M** through Regd. Post / Speed Post / Courier only. Tenders should come during office working hours, which should be super scribed as **“Tender for hiring of vehicles.** for Zilla Swasthya Samiti, Nayagarh (for different health institutions)”.
- The undersigned reserves the right to reject all or any offers without assigning the reason thereof.

Note: The bidders can apply for Nayagarh district as mentioned and get them empanelled through this tender.

Documents to be submitted with the tender:

1. Copy of registration for the vehicle.
2. Copy of driver's driving license.
3. Copy of up to date road tax payment receipts.
4. Copy of vehicle insurance.
5. Copy of Pollution Certificate.
6. Copy of PAN card.
7. Copy of GST certificate if any
8. Affidavit for declaration of not blacklisted by any Organization.

Annexure-I
 "HIRING OF VEHICLE ON MONTHLY BASIS"
TECHNICAL BID

The details in respect of the Agency / Individual are as given below:

1	Name of the Bidder	
2	Status of the Bidder (Local Travel Agency/Individual)	
3	Detail Address with Phone no. of bidder	
4	Registration Certificate in case of (Local Travel Agency) (Proof to be attached)	
5	GST Registration no.(Proof to be attached)	
6	PAN.Detail (Proof to be attached)	
7	Detail of Tender fee of Rs.1,000/- in favour of "ZSS NON-NRHM Fund, Nayagarh"	
8	Detail of E.M.D of Rs.10,000/- in favour of "ZSS NON-NRHM Fund, Nayagarh"	
9	No. of Vehicle available other than bid vehicle	
10	No. of drivers employed by the organisation. (Proof of Driving License to be attached)	
11	Vehicle Details (All proof to be attached and originals to be produced at the time of bid opening)	Name of Owner
		Model of the vehicle
		Date of Registration
		Registration No.
		Fitness Certificate
		BS 6 OR Not
		Road tax Clearance up to
		Validity of Insurance up to
	Pollution Certificate up to	
12	Declaration - I/We are not blacklisted by any Central/State Government/Public Sector Undertaking in India. (To be furnished in non-judicial stamp paper of worth Rs.10/- duly certified by Notary)	
13	Undertaking: That the vehicles to be provided will not belong to any employee of Govt Staff & Mission Directorate or his/her relative. (To be furnished in non-judicial stamp paper of worth Rs.10-/ duly certified by Notary)	

Date:
Place:

(Signature of the Authorized Signatory)

Name:
Designation:
Seal:


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Nayagarh

Annexure-II

FINANCIAL BID

Rates quoted for hiring of Vehicle (4-wheeler Passenger Vehicle) on a monthly basis

Particulars	Monthly Hiring charges in Rs. including all charges of the Driver (Exclusive of Fuel Cost & Service Tax)
Type of Vehicle	
Variant of the vehicle (Petrol/Diesel)	
Monthly hiring charges of the Passenger Vehicle (without fuel) with Driver	
Provision of AC (YES / NO)	

- Fuel (Diesel) shall be reimbursed @ 10 Km / Liter basis

Rates quoted for hiring of Vehicle (4-wheeler Passenger Vehicle) on a Daily basis as & when required

Particulars	Daily Hiring charges in Rs. including all charges of the Driver (Exclusive of Fuel Cost & Service Tax)
Type of Vehicle	
Variant of the vehicle (Petrol/Diesel)	
Daily hiring charges of the Passenger Vehicle (without fuel) with Driver	
Provision of AC (YES / NO)	

- Fuel (Diesel) shall be reimbursed @ 10 Km / Liter basis

DECLARATION

1. We are not involvement in any major litigation that may have an impact of affecting or comprising the delivery of services as required under this tender.
2. We are not black listed by any Central / State Government / Public sector undertaking in India.

Yours faithfully,

Date:
Place:


C.D.M. & P.E.S.
Nayagada

(Signature)
Name:
Designation:
Seal:

Method of Selection of Agency

- The selection will be done using 50 percent weightage would be given to the technical evaluation & 50 percent weightage would be given to the Financial Bid.
- The Agency should submit Technical Bids having criteria on the following areas basing on which evaluation of bids will be made at the respective Health Society.

SCORING SHEET OF TECHNICAL BID (TOTAL - 50 MARKS)

Type of Vehicle	Maximum Marks	Model		Age of Vehicle		
		If BS VI	BS IV or others	0-6 months	6 months to 12 months	12 months to 24 months
Scorpio / Ertiga	30	10	0	10	7	5
TUV 300/ Bolero	20	10	0	10	7	5

SCORING SHEET OF FINANCIAL BID (TOTAL - 50 MARKS)

- A Firm has to secure at least 30 marks out of 50 in technical Evaluation to qualify for the Financial Bid.

Sl No	Criteria(If the Bidder Quoted)	Marks	Remarks
01	Rs. 30,001 to Rs 31,000	30 Marks	
02	Rs. 28,001 to Rs. 30,000	40 Marks	
03	Rs. 25,001 to Rs. 28,000	45 Marks	
04	Less than Rs. 25,000	50 Marks	

- The agency securing highest marks in both technical & financial evaluation is awarded for the above BID.
- However if there is a tie, the selection will be done on maximum marks in the Technical evaluation. If still there is a tie, then the lower age of the vehicle will be considered. (Source -: Registration Date of vehicle)


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