



ZILLA SWASTHYA SAMITI, MAYURBHANJ



SHORT TENDER CALL NOTICE

Sealed tenders are invited from Travel Agencies / Private Organisations / NGOs / Individuals for hiring of a vehicle under Mental Health scheme of National Health Mission, Mayurbhanj. Interested bidders may submit offers mentioning mileage in Kms. per litre and monthly hire charges for A.C./Non-A.C vehicle. Details regarding application format, terms and conditions may be downloaded from www.mayurbhanj.nic.in.

The bid in the prescribed format along with all relevant documents should reach the office of the undersigned on or before 20.08.2020 within 1 P.M through Regd. Post / Speed Post / Courier only. The tender will open at 1.30 P.M on 20.08.2020. The bidders or their authorized representatives may be present in the opening on scheduled date and time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

CDM & PHO cum-District Mission Director
District Health Mission, Mayurbhanj

TERMS & CONDITIONS FOR HIRING OF VEHICLE

- The vehicle should have valid – Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance challan. The GST is mandatory in case of bidder is other than individual.

- **The vehicle should be of following model:**

SI. No.	Scheme	Types of vehicle	Maximum Hire charge per month (excluding fuel & taxes)	Minimum average mileage in km. per litre
1	Mental Health	Bolero/Max/Marshall/Scorpio/Tata Sumo/Victa/TUV 300 etc. or its equivalent model	As per Finance Dept. OM. 30464 dt. 06/09/2019	10

- The sitting capacity not less than 6 persons and preferably – Mahindra Bolero/Max/Marshall/Scorpio/Tata Sumo/Victa etc. In case of non availability of suitable vehicle the authority can engage any vehicle within permissible limit as fixed by Finance Dept. OM. 30464 dt. 06/09/2019. The vehicle should be BS-IV compliant or above.
- The vehicle shall not be more than **3 years old** from the initial registration and also good running condition during the period of contract.
- The person other than owner can apply with due power of attorney from the owner.
- E.M.D of Rs.10,000/- (Rupees Ten thousand) only drawn in favour of **“ZSS Non NRHM Funds Mayurbhanj”** must be attached with the tender bid.
- Maintenance and all the taxes of the vehicle will be borne by the bidder (Except toll tax, entry tax, parking charge etc.)
- The vehicle will be stationed at Baripada under control of CDM&PHO, Mayurbhanj. The preference will be given to local bidders or bidders having office in the concerned area.
- Salary of the driver will paid by the bidder. The fuel cost initially borne by the bidder and reimburse from authority through bill supported with certified copy of log book.
- The vehicle will remain with concerned office on off hours or can be available with short notice for meeting any emergency.
- Bidder must make alternative arrangements if regular driver is absent or the vehicle become off road.
- The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the Vehicle but excludes the cost of fuel & lubricants. Only fuel and lubricants cost will be borne by the office.
- The hiring charges will be deducted per day basis if the service is not provided by the bidder. The driver should report with vehicle on every day basis to concern officer with putting attendance in the office.
- No advance payment is payable by the authority to the bidder. The billing will be done on a monthly basis (Monthly hiring charge + DOL (only monthly case) and it should be submitted by the bidder 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 by any authorized officer. It will be responsibility of the driver to get approved the log book and duty slips for each occasion of journey 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.
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver. The driver should have a clean track record without any history of conviction in the court of law.
- The GST as applicable will be charged by the bidder on prevailing rate if having GST regd. no. The TDS will be deducted from the bill as applicable.
- 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 bidder only.
- The selection will be made basing on monthly hiring charges and DOL/POL consumption for 5000 kms. on monthly average basis and preference will be given to local bidder. The rate should be within the maximum limit and the rate of L1 will be fixed for all bidders applied for particular institution.
- There will be an agreement between authority of particular institution and bidder for availing the services and either party can discontinue the service with 1 month prior intimation to other party.
- In case of the service executed is not satisfactory then the authority shall issue show cause notice to the bidder to comply within one week. In case of non-compliance or compliance not satisfactory then authority may terminate the agreement and also can forfeit any amount due to bidder.
- The application in the prescribed format along with all relevant documents should reach to the office of the undersigned on or before 14.08.2020 within 1 P.M through Regd. Post / Speed Post / Courier only. The envelope should be clearly superscribed with **“Tender for Vehicle”**.The tender will open at 1.30 P.M on 14.08.2020. The bidders or their authorized representative may present in the opening on scheduled date and time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.



BID DOCUMENT FOR HIRING OF VEHICLE

Sl. No.	Particulars	Descriptions		
1	Name of the Bidder			
2	Status of the Bidder (Travel Agent / Private Organisation/NGO/Individual)			
3	Detail Address with Phone no. of bidder			
4	ID proof of individual / Registration Certificate in case of (Travel Agent / Private Organisation/NGO) (Proof to be attached)			
5	PAN Detail (Proof to be attached)			
6	GST Detail (Proof to be attached)			
7	E.M.D Detail			
8	Vehicle Details (All photo copy of documents to be attached and originals to be produced at the time of bid opening)	Name of Owner		
		Model of the vehicle		
		Year of Manufacturing		
		Registration No.		
		Commercial License		
		Fitness Certificate		
		Road tax Clearance up to		
		Validity of Insurance up to		
		Pollution Clearance certificate		
		Fuel Type (Diesel / Petrol)		
9	Price Details	Monthly Hiring charges (Including all incidental charges but excluding fuel cost)	AC	Non-AC
		Km. Covered per litre diesel/petrol		

DECLARATION

I/We hereby declare that above information given by me/us are true complete and correct to the best of my/our knowledge and belief. I have read the terms and conditions of the tender and completely agree with it. In the event of any information found false or incorrect before or after selection my candidature will be cancelled and appropriate action can be taken by the authority. I/We am/are also declare that, I/We am/are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender and I/We are not black listed by any Central/State government/Public Sector Undertaking in India.

Signature of the bidder

