



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



Tender No - 420 (D)

DT. 15.01.21

Sealed tenders are invited from registered, reputed and experienced Agencies /Firms/ Individuals for providing the following requirements under four (04) categories . **A. Outsourcing of BMWM through Outsourcing Agency** , **B. Supply of Food**. **C. Supply of Office Stationaries**. **D. Engagement of Vehicles on hiring basis**. Interested bidders may send their complete bid in double cover system (Technical & Financial). Bidders may apply for all or any of the above categories in separate envelopes only. Combined bids will not be considered. Category of supply must be superscribed in the top of the Bid envelop and addressing clearly to the CDM&PHO, Nabarangpur. Detailed tender requirements may be downloaded from the District website www.nabarangpur.nic.in. Last date of for receipt of Tender Paper is **25/01/2021 latest by 5.30 PM** only through **Speed post/Regd Post/Courier and the bids so received will be opened on 27.01.2021 at 11.30 am. In the official chamber of the CDM&PHO, Nabarangpur.** 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 Nabarangpur


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TENDER NOTICE

Sealed Tenders in a Two Bid System is invited by the CDM & PHO cum District Mission Director, NHM, Nabarangpur from Travel Agencies / Individuals for Engagement of vehicle on Hiring basis (SCORPIO, XYLO, BOLERO, SUMO etc.) with or without A/c for engagement at different locations under different programmes (DPMSU/BPMSU/MHT/NMHP/SUNETRA/) **on monthly basis as well as on day basis.** Interested bidders may submit their bids mentioning the **mileage in kilometers per one liter consumption of DOL.** Technical & Financial Evaluation of the Tender Documents would be evaluated by District Purchase Committee duly constituted by the CDM&PHO-cum-District Mission Director, NHM, Nabarangpur.


1	Cost of the Tender document	Rs.500/- (Not applicable for the bidder interested for Daily engagement basis) (non-refundable) in the form of Demand Draft in favor of "ZSS, Non NRHM, Nabarangpur". To be submitted along with the Tender document.
2	EMD	Rs.5,000/- (Rupees Five Thousand only) (Refundable) in the form of Demand Draft in favor of "ZSS, Non NRHM, Nabarangpur". (EMD not required for vehicles applied for empanelment on day basis engagement i.e. on requirement basis.)
3	Tender Document	It can be downloaded from Nabarangpur District website www.nabarangpur.nic.in
4	Last date of submission of sealed tender document	25/01/2021, 5.30 PM
6	Date of opening of tender	27/01/2021 at 11.30 A.M. at office of the CDM & PHO cum District Mission Director, NHM, Nabarangpur
7	Eligibility of the Bidder	a. The vehicle must be registered in the name of the bidder and will have valid Orissa registration 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 2 years as on 31/01/2021 d. The vehicle must have updated/valid insurance/fitness/Pollution control certificate. e. EMD & Tender paper DDs must be attached in the technical bid.


CDM & PHO cum District Mission Director,
NHM, Nabarangpur.


TERMS OF REFERENCE (TOR)

(For Engagement of vehicle on hiring Basis)

- 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.
- The Single Big Size Envelope should be duly sealed and super-scribed as Tender for "**ENGAGEMENT OF VEHICLE ON HIRING BASIS**".
- The Single Big Size Envelope should be addressed to The CDM & PHO cum District Mission Director, NHM, Nabarangpur, PIN 764059, Odisha.
- The Sealed Tenders should be sent through registered post / Speed Post / Courier Services only to the aforementioned address.
- Sealed Tenders received after the due date and time shall not be entertained. Postal delays shall not be the responsibility of the Department.
- Tender without an EMD and Tender cost shall be rejected
- The EMD of the successful Bidder shall be deposited in the Account of NHM, Nabarangpur as Performance security deposit. This will be retained as a Performance security deposit till the completion of the agreement period. The Performance Security Deposit may be refunded on receipt of a written application addressed to the District Mission Director, NHM, Nabarangpur. Refund of EMD shall not carry any Interest Component.
- The EMD of the unsuccessful Bidder will not be deposited in the Account of NHM, Nabarangpur. This EMD shall be returned back within 15 days after the finalization of the Tender, subject to the receipt of a written application addressed to the District Mission Director, NHM, Nabarangpur. Return of EMD shall not carry any Interest Component.
- The District Purchase Committee, in view of unsatisfactory Service Provided or Non compliance with the T&C of the tender document may be at liberty to terminate the agreement without assigning any reasons to the Vehicle Provider either wholly or in part. The Vehicle Provider will not be entitled to any compensation whatsoever in respect of such termination.
- The party shall continue the aforesaid service for a period of ONE year and continuation of the same will be based on satisfactory performance of assignment, age of Vehicle, Running Condition and existence of the scheme subject to the approval of the Selection Committee
- The vehicle participated in the Bidding process must not be owned by the staff of NHM or any relative of NHM.
- Eligible but unsuccessful bidder should be empanelled and if requirement arises within one year they may be communicated for engagement at an approved rate.


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- In case, the vehicle has to be sent for repair etc, the party has to arrange an alternative vehicle for the period. In case of accident, the vehicle should be repaired within 48 hours. All the incidental expenditure towards repair & maintenance will be borne by the owner.
- If the vehicle/driver will not attend the duty in time or remain absent, then the hire charges of the vehicle will be deducted on per day basic from the hiring charges.
- The vehicle engaged should carry all relevant papers duly updated. If during the course of engagement of the vehicle any accident etc, accrued 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 owner or the bidder authorized by the owner only.
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behavior etc. of the vehicle as well as of the driver.
- There will be no extra night halt charge either for vehicle or driver for using the vehicle in the night.
- No advance payment is payable by the authority to the owner of the vehicle. The billing will be done on a monthly basis and it should be submitted by the owner by the 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.
- Either party can discontinue the service with 1 month prior intimation to other party.
- In case of the service executed is not to the satisfaction, then the authority shall issue show cause notice to the party to comply the conditions as mentioned in the agreement. In case of non-compliance or unsatisfactory compliance , authority may terminate the agreement and also can forfeit the EMD or any amount due to party.
- Preference will be given to the local service providers having commercial permit.
- 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.
- The vehicle must not older than **2 years as on 31/01/2021.**
- However new vehicles will be given preference in case of tie in the quoted rates.
- The incomplete tender in any manner is liable to be rejected and will not be taken in to consideration in tender process.
- The vehicle may be engaged for a term of 6 months/one year which may be extended on satisfactory Performance and decision of the District Purchase Committee, NHM Nabarangpur without any modification in the TOR.


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- The vehicle providers having no vehicle at the time of tender process may apply for the same. But they are bound to provide new vehicle within 15 days of the offer letter if decided L1 bidder otherwise their E.M.D will be forfeited and no claim will be considered in this regard.
- The vehicle will be engaged at the place as decided by the CDM&PHO, Nabarangpur along with driver. The vehicle may be used in nights and holidays in emergency cases.
- The vehicle must carry the logo of NHM/Schemes with official address and "ON GOVT. DUTY" should be mentioned at the front. Besides the front doors of two sides shall carry NHM logo.
- The branding if any shall be made as per the prototype of NHM/Schemes
- Initially an offer letter will be given to the party after which s/he will provide the vehicle with all the amenities (stickering and driver etc.) within the stipulated period as per guidelines before the selection committee at district level. The final order and place of engagement will be given if party fulfills all the conditions satisfactorily.
- **A monthly hiring charge will be paid irrespective of distances/mileage traveled.** The fuel cost will be borne by the owner of the vehicle and will be reimbursed at the end of the month along with the rental charges finalized through tender.
- The servicing and maintenance of vehicle from time to time is the responsibility of the Owner/Bidder. Only DOL and hiring charges shall be payable after submission of bill.
- The vehicles will be installed with GPRS device, if required as per schemes.
- The owner shall submit bill for the vehicles along with the logbook signed by the officers.
- For any dispute, the decision of the authority is final.
- 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 subjected to the Jurisdiction of Nabarangpur District only.


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TECHNICAL BID

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	Details of the vehicle ✓ Registration No ✓ Make & Model ✓ Date of purchase ✓ Insurance certificate ✓ Fitness Certificate ✓ Up to date tax payment ✓ Valid Pollution Certificate (Photocopy of above documents must be attached)	<u>Vehicle 1</u>	<u>Vehicle 2</u>	<u>Vehicle 3</u>	<u>Vehicle 4</u>
6	EMD	Rs. 5,000/- (refundable) in the form of Demand Draft in favor of "ZSS, Non NRHM, Nabarangpur". To be submitted along with the Tender document.			
7	Cost of the Tender document	Rs.500/- (Not applicable for the bidder interested for Daily engagement basis) (non-refundable) in the form of Demand Draft in favor of "ZSS, Non NRHM, Nabarangpur". To be submitted along with the Tender document.			

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

Signature of the Bidder


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FINANCIAL BID

FOR ENGAGEMENT OF VEHICLE ON HIRING BASIS

Sl. No.	Particulars	
1	Hiring Charges per Month (Including all taxes & charges if any)	Rs. (Rupees.....)only per month.
2	Mileage in Kilometer per liter of DOL with ACKm./one ltr.
3	Mileage in Kilometer per liter of DOL without ACKm./one ltr.
4	Hiring Charges per Day (For Empanelment of Vehicles as and when required)	Rs...../- (Rupees.....)only per Day

Signature of the bidder


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DECLARATION

(To be submitted with Technical Bid)

I / We the 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, Nabarangpur, Orissa for “Engagement of Vehicles on hiring basis” under NHM, Nabarangpur. The approved rate will remain valid for a period of one year from the date of approval. I 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 5 years if, any information furnished by 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 my work 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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