



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, PURI
DISTRICT PROGRAMME MANAGEMENT UNIT (DPMU)
NATIONAL HEALTH MISSION (NHM)



Quotation No 874

Date: 28/07/21

QUOTATION CALL NOTICE FOR SUPPLY/EMPANELMENT/HIRING OF VEHICLES.

Sealed Quotations are invited from registered agencies/Individuals for supply/empanelment of vehicles having Taxi number to be used for official purposes. The details term and conditions are available in the district website www.puri.nic.in. The requirement of vehicles, location and purpose of use along with the basis of supply/hiring/empanelment of the agencies are given below.

SL NO	TYPE OF VEHICLE	PLACE OF WORK (location)	NATURE OF TRANSACTION	BASIS
01	Scorpio, Bolero-xls, Xylo, etc, i.e-7 seater or more vehicles only.	DPMU, IDSP, Puri	HIRING	Monthly
		DPMU/BPMUs of Puri Dist	Empanelment	FOR Monthly
02	Scorpio, Bolero, Xylo, Indigo, Swift Dezire .etc	DPMU,DHH,Puri	Empanelment	Per Day
		BPMUs of Puri Dist	Empanelment	Per Day
03	Tata Ace type carrier Auto for transportation of goods as per requirement.	DPMU,DHH,Puri	Empanelment	PerDay,as and when required

The bidding documents complete in all respect should reach the District Programme Management Unit, O/O- CDM&PHO, DHH, Puri on or before 13.08.2021 through registered/speed post or courier and super scribed as "BID DOCUMENTS FOR HIRING OF VEHICLE". The bids will be opened on 16.08.2021 at 11 A.M.

The authority reserves the right to cancel or accept any Quotation fully or partially without assigning any reason there-of.

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Chief District Medical & Public Health Officer, Puri

Terms and Conditions

Documents to be submitted for Eligibility:-

- The vehicle must have taxi number.(not applicable for per day basis)
- Must have GSTIN. In case GSTIN firms are not available then purchase committee may take a decision in this regard.
- Must not be more than two years old as on date of tender. If two years vehicle will not be available then committee will decide further course of action.
- Copy of registration certificate of the vehicle.
- Bank account details in the name of the agency for registered agencies and in the name of the owner in case of individuals.
- Copy of driving licence of the driver to be engaged.
- Copy of ADHAAR/PAN/voter ID card of the driver.
- Vehicles already in existing contract should not apply.
- Tender cost of Rs. 500/- per vehicle.

Purpose: - Provision of vehicle for the District Programme Management Unit (DPMU) / BPMU / different wings.

Location of Vehicle: The vehicle will be attached to the DPMU/BPMU or as required at the disposal of the Chief District Medical & Public Health Officer or the head of the unit. The vehicle must be multi utility vehicle, showing a mileage of at least 10 KM per litre. The vehicle should be less than 2 years old as on date of quotation call notice.

- The contract period will be for 1 months, and then renewal may be done after performance review.
- The entire major and minor repair shall be made by the vehicle owner himself. Authority will provide only diesel or petrol cost as applicable. No lubricant cost will be given.
- The vehicle must be available within the office premises on all working days & on holidays as desired by authority for official purpose only.
- The vehicle owner has to give the bill on monthly basis separately for hiring and fuel cost. Depending upon the use multiple bills may be required for same month by bifurcating the bills so that payment can be made out of different budget heads and wings as necessary.

- For monthly hiring the selected agencies/individuals has to submit a bank guarantee equal to one month's hiring cost as finalised during the selection process before entering into contract .For day to day basis no such bank guarantee is required.
- The agency must have GSTIN and bank account in the name of agency for online payment after deducting the statutory deduction as applicable from time to time.
- The tender will be valid for one year from the date of finalisation.
- Seven seater vehicles for monthly hiring, Colour of the vehicle will be decide by the committee.

Facilities available: The Vehicle should have the following facilities:

- Turkish towel on the seat and must be in neat and clean condition, should be change twice a month.

Behavior of driver: The agency or vehicle owner should have to establish good relationship with block health officials. For fulfillment of this, he/she should satisfy the following criteria.

- ✓ The driver must be well in manners, behaviours and dealings with officers.
- ✓ The driver must not have drug addict & any sort of drinking habits.
- ✓ Under no circumstance driver will be changed. In case of exigencies, prior written intimation/permission to be made to the concerned authorities.
- ✓ The driver must have good knowledge of maintaining vehicle and as well as vehicle log book.
- ✓ The driver must have through knowledge regarding the connecting roads within the district.

Vehicle movement: The vehicle will be parked inside the institution and report to DPM/DAM/reporting authority, Puri at 8 A.M and stay up to 8pm. The log book will be verified by the authority as applicable.

Fuel Expenditure: The vehicle must be a multi utility vehicle. The fuel expenditure will be reimbursed based on approved rate and vehicle movement from log book and no other cost will be given by the office.

Insurance Paper: The vehicle has to carry the proper valid insurance at all time. He shall agree to indemnify the loss and claims arising out of any negligence of misconduct on the part of the operator or agent. If any accidents or damage occurs the authority will be

not responsible and any liability arising out of such accident will be the responsibility of the firm only.

- The shortest route possible shall undertake the journey to the destination and back. In case of breakdown of vehicle during official duty, the firm will provide a replacement immediately. If no replacement is provided on time, alternative arrangement will be made and the cost thereof will be deducted from the payment to be made to the agency/vehicle owner.
- The vehicles deputed should be carrying all relevant papers dully updated.
- All incidental expenditure towards repair will be borne by the vehicle owner.
- Maintenance and other taxes and fines of the vehicle will be borne by the owner.
- Salary of the driver will be paid by the owner.
- The vehicle will remain with office on off-hour for meeting emergencies.
- Contract of agreement must be entered by the agencies and authorities of the office.
- Vehicle should not belong to any employee or relative of the employee of CDMO and Block Mo office staff.
- Contact period of agreement will be for one year and renewed further if the performance is found satisfactory.
- Travel agencies or individuals should have enough vehicles to spare on demand.
- In case of specific schemes / programmes vehicles may be required for permanent branding at least for a period of six months to one year. These bidders agree to allow the branding of their vehicles, will be given preference in that particular scheme. Branding cost and prototype will be provided by the Office. The branding vehicle will continue till the end of the programme. The vehicle is not out of order / Three years as desired by the authorities whichever is earlier.

FINANCIAL BID

for

Hiring of vehicle on Dally basis

Only fuel will be provided at the rate of 10kms covered/per litter for all type of vehicles along with toll charges if any, No other charges will be given. **You can add any number of rows as per your requirement for mentioning different types of vehicles and its rate.**

NAME OF THE BIDDER:-

Sl.no	Type of vehicle in good condition	Hiring charges per day

Name of the Agencies:

Signature of the authorized person

FINANCIAL BID

for

Hiring of vehicle on monthly basis

Only fuel will be provided at the rate of 10kms covered/per litter for all type of vehicles along with toll charges if any, No other charges will be given. **You can add any number of rows as per your requirement for mentioning different types of vehicles and its rate.**

NAME OF THE BIDDER:-

Sl.no	Type of vehicle in good condition	Hiring charges per month

Name of the Agencies:

Signature of the authorized person

**HIRING OF VEHICLE (8+1=9 Seater) FOR
MOBILE VISION CENTRE
Terms and Conditions**

Documents to be submitted for Eligibility:-

- The vehicle must have taxi number.(not applicable for per day basis)
- Must have GSTIN. In case GSTIN firms are not available then purchase committee may take a decision in this regard.
- Must not be more than three years old as on date of tender. If Three years vehicle will not be available then committee will decide further course of action.
- Copy of registration certificate of the vehicle.
- Bank account details in the name of the agency for registered agencies and in the name of the owner in case of individuals.
- Copy of driving licence of the driver to be engaged.
- Copy of ADHAAR/PAN/voter ID card of the driver.
- Vehicles already in existing contract should not apply.
- Tender cost of Rs. 500/- per vehicle.

HIRING OF VEHICLE (8+1=9 Seater) FOR MOBILE VISION CENTRE

(TERMS OF REFERENCE FOR ENGAGEMENT OF HIRED VEHICLE FOR MVC UNDER UEHP, SUNETRA)

A. Location & Operational Area of MVC

1. The vehicle of the MVC will be located at the District headquarter at the disposal of DPM, NPCB&VI. The area of operation will be within the district.
2. The MVC Vehicle will move along with the OA (from HQ or any nearest peripheral institution) to FVCs (where Ophthalmic Assistant is not available), campus, outreach areas and make halt if required.
3. On priority basis, MVC vehicle will cover all the Fixed Vision Centres at CHC where Ophthalmic Assistants are not available. It will cover such FVCs at least two days (fixed days) in a week during OPD hours.
4. MVC Micro plan to be prepared accordingly by DPM, NPCB & VI with the available OA in the district and communicated to UEHP, SUNETRA on or before last day of previous month to upload the same in the Website.

B. Essential features of Vehicles to be engaged for MVC

1. The vehicle hired shall not be more than 3 years old at the time of hiring/ award of contract from the initial registration and shall be in good condition.
2. The hired vehicle during period contract, shall have all necessarily valid MV documents such as - valid registration certificate, insurance certificate, fitness certificate, value contract carrying permit, proof of up to date tax payments etc. and DL of the driver which are to be available all the times.
3. The Department/ Office hiring the vehicles shall not be responsible for any damage/ loss (cause) the hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of the vehicle any manner whatsoever. The hirer shall not be responsible for any such litigation.
4. The driver of the vehicle must have valid driving license for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
5. For effective coordination the driver of the vehicle is 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 24 x7.
6. The driver should have a clean track record without any history of conviction in the court of law.
7. The driver should not be changed frequently. Any such changes should be informed by the agency to the authority well in advance for permission.

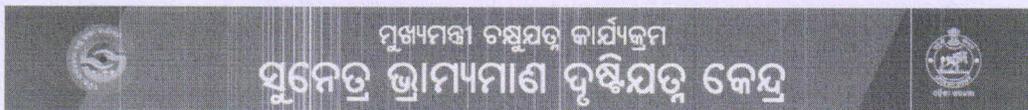
C. Major features of Vehicles to be engaged for MVC:

1. The vehicle will be hired locally at district level on contract basis. The contract shall be initially for the period of one year. It may be extended for another one year subject to the satisfactory performance.
2. Any individual having PAN/ Registered Tour Operator / Regd. Transport Agency/ Regd. Society/ Regd. Firm can participate in the tender process.
3. The Vehicle Hiring charges do not include fuel cost (Petrol/ Diesel) which is to be paid separately basing on actual consumption and lubricants as per tenders. The monthly rate for hire charge shall be quoted separately in the price bid (excluding fuel).

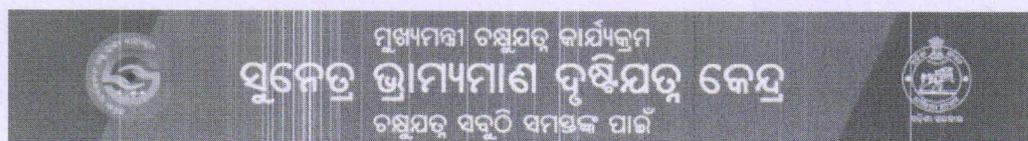
4. The Agency shall bear all the expenditure of the vehicle towards Road Tax, Comprehensive Insurance cover with Third Party unlimited liability risk of the vehicle, repair , maintenance, replacement of spare parts, Gear Box and differential coolant, Tyres & Tubes, Battery etc and driver salary expect parking and toll gate charges which are reimbursed on production of original receipt.
5. In case of breakdown for reason whatever, the replacement of a vehicle of the same or better model shall be provided by the owner of the Vehicle/Bidder.
6. The vehicle shall report to DPM, NPCB & VI for duty on all days in a Month except Govt. holidays. If emergency arises the driver may be called to report in any holidays.
7. The vehicle shall be required generally for 12 hours in a day (8 AM to 8 PM). It will make halt if required.
8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
9. The driver will maintain a logbook to track a vehicle movement. The logbook will be verified and checked by the user and counter checked by the DPM, NPCB & VI of the district on regular basis. The said log book of the vehicle will be surrendered after termination / completion of the term of the agreement.
10. SUNETRA (UEHP) shall invest additional fund for branding and other minor fabrication (if required).
11. If the bidder violets any of the terms of contract, District authority shall forfeit the entire amount of security deposit.
12. The successful bidder shall execute an arrangement with the respective CDM&PHO of the district for engagement of vehicle.
13. Payments towards hiring charges and fuel cost will be paid on monthly basis as per the terms of reference within fifteen days of the submission of bills by the service provider. No advance payment will be made in any circumstances.
14. 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:
 - a. If the behavior of the driver is not proper;
 - b. If the driver reports in an inebriated state or consume alcohol while on duty.
 - c. Any attempt to tamper the MVC Vehicle Log book;
 - d. In case of the vehicle does not report timely & regularly;
 - e. In case the driver of the vehicle is found to be involved in any criminal matter;
 - f. In case the service provider intends to withdraw the service of his vehicle and terminate the agreement, it shall be made mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
15. Minor modifications and branding of the vehicle is mandatory as per requirement.

Prototype of Branding of Mobile Vision centre Vehicles for the FY 2021-22

Annexure-I (Front Glass of MVC Vehicle, Size 130 x12 cm)



Annexure-II (For back side of MVC Vehicle, Size 108 x13 cm)



Annexure-III (For left side of MVC Vehicle, Size 67 x31 cm, 48x20 cm)



Annexure-IV (For right side of MVC Vehicle, Size 67 x31 cm, 48x20 cm)



Annexure-V (For Burnet of MVC Vehicle, Size 80 x80 cm)



**HIRING OF VEHICLE (8+1=9 Seater) FOR
MOBILE VISION CENTRE
UNDER UEHP, SUNETRA**

FINANCIAL BID FORMAT

Sl. No.	Type of vehicles permissible to be hired	Make & model	Quote the Minimum Average Mileage in Kms per liter (Minimum 10Kms/Ltr.)	Quote the Lubricant in Kms. Per Liter (Minimum 1000Km/ Ltr)	Quoted hire charges per month excluding GST (in Rs.)
(1)	(2)	(3)	(4)	(5)	(6)
1	AC/ Non-AC diesel / Petrol driven vehicle having sitting capacity not less than 9 persons including driver	TUV 300/ Bolero/ Sumo Gold/ Ertiga			

SIGNATURE OF
BIDDER