



Letter No. 1010 /Estt.(BBMC&H)/24

Balangir

Dt. 21/02/24

SHORT TENDER CALL NOTICE FOR HIRING VEHICLE

Sealed Tenders are invited from interested Service Providers/Travel Agencies/ Tour Operator /Individuals based at Balangir for Providing **Commercial Vehicles (Petrol) including Driver** for Official Use in the Office of Superintendent, BBMCH, Balangir on monthly rent basis. Terms & Conditions of Hiring are given in **Annexure-I**. The detailed quantity, specifications and terms and conditions are available in the website i.e. www.bbmchbalangir.nic.in and www.balangir.nic.in which may be downloaded for use. Interested parties may submit their tender super-scribing “**Tender for Providing Commercial Vehicles (Petrol) including Driver to the BBMC&H, Balangir**” to the undersigned in sealed envelope through Speed post/ Registered post / courier only which should reach on or before **12.00 Noon** of **Dt.06.03.2024** positively. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

Sl. No.	Model of Vehicle	No. of Vehicle Required	Place of Use
1	Tiago/ Bolt/ Celerio/ Indigo	01	Office of Superintendent, BBMCH, Balangir
2	TUV 300/Bolero/Sumo Gold/Ertiga	01	

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21-02-24
Superintendent
Bhima Bhoi Medical College & Hospital, Balangir



“Terms & conditions for Tender for Providing Commercial Vehicles (Petrol) including Driver”

- Availability of Tender document in website for downloading : 21.02.2024
- Last date & time of submission of Tender : 06.03.2024 & 12.00 Noon
- Date & Time of Technical & Financial Bid opening : 06.03.2024 & 04.00 P.M.
- Place of Opening of Tender/Bid : O/O Superintendent,
BBMC&H, Balangir

Address for communication:

Superintendent, Bhima Bhoi Medical College & Hospital, Balangir
At- Sudpada, District- Balangir, Pin-767001
Email: gmchospitalbalangir1@gmail.com

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21.02.24
Superintendent
BBMC&H, Balangir



1. Sale of Tender papers/bid documents:

The prospective bidder may download the complete sets of tender documents directly from the website available at www.bbmchbalangir.nic.in and www.balangir.nic.in and submit the same to Superintendent, BBMC&H, Balangir office along with the Tender paper cost (Application Fees) is **Rs.500/-** (Rupees Five Hundred) Only in shape of Demand Draft (Non-refundable) and EMD amount **Rs.3000/-** (Rupees Three Thousand) Only in shape of Demand Draft (Refundable) drawn for from any Banks regulated under RBI norms in favour of Superintendent, Bhima Bhoi Medical College & Hospital, Balangir payable at Balangir. The cost of Tender paper and EMD amount should be submitted separately in separate Demand Draft. In case of any Bid amendment and clarification responsibility lies with the bidders to collect the same from the office of Superintendent, BBMC&H, Balangir before last date of submitting the tender document.

2. Eligibility Criteria for the Hiring of Vehicle:

The vehicle must be in Road Worthy condition, not more than 2 years from the date of Initial Registration and must have valid Commercial Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof of up-to-date Tax Payment etc. which are mandatory for plying of the vehicle (to be enclosed along with application).

3. 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.
4. The Driver should be well behaved, gentle, obedient in nature.
 - (a) The Hire Charges Inclusive of Taxes is to be paid on monthly basis. For Tiago/ Bolt/ Celerio/ Indigo, **Maximum Monthly Hire Charges, Excluding Taxes is Rs.20,000/-**. Cost of Petrol will be paid separately basing on actual consumption @ **17 KMPL**.
 - (b) For TUV300/Bolero/Sumo Gold/Ertiga, **Maximum Monthly Hire Charges, Excluding Taxes is Rs.31,000/-**. Cost of Petrol will be paid separately basing on actual consumption @ **10 KMPL**.
 - (c) All other expenditure such as drivers remuneration, routine repair and servicing expanses, replacement of parts / lubricating oil / coolants / filter / tyres & tubes / battery etc., break-down / accident repair, etc. Will be borne by the vehicle provider. Nothing extra will be paid to under any circumstances by this office other than the monthly charges and cost of petro.
5. The monthly rate of hire charge will be quoted separately in the general bid information including G.S.T (excluding fuel and lubricants). At no point of time the price more than the ceiling fixed by the Government in the latest circular shall be accepted.
6. Selection of the vehicles from amongst eligible vehicles shall be done on the basis of lowest bidding price. In case of lowest price bids of two or more vehicles being same, vehicles with lesser distance run (in its life time) shall be selected subject to being in satisfactory physical

M.Pandey
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Superintendent
BBMC&H, Balangir



condition.

7. The details of the make and year of manufacture of the vehicle, registration no., Fitness Certificate mileage (Kms. covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically mentioned in the Bid Format (Annexure-II). **The vehicle must have been registered within 2 years. The newer Vehicle shall be preferred.**
8. The Vehicle must achieve a **fuel efficiency of 17 Kms. Per litre of Fuel for Tiago/ Bolt/ Celerio/ Indigo and that of 10 Kms Per Litre for TUV300/Bolero/Sumo Gold/Ertiga.**
9. The Bidder must have at least 5 Years of Experience of Hired Vehicle Service Providing in Govt. Institution (Experience Documents must be attached with Bid).
10. A sum of **Rs.3000/- as EMD** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of **Superintendent, BBMCH, Balangir** and submitted along with the quotations. After completion of tender process, the amount will be refunded to unsuccessful bidders.
11. The Terms & Conditions for Hiring and Bid Format for Hiring of Vehicles are enclosed herewith at Annexure-I & II, which shall be available in the District Portal at www.balangir.nic.in and BBMCH, Balangir Official Website www.bbmchbalangir.nic.in. The applicants shall furnish a Demand Draft for an amount **Rs.1000/- (Rupees One Thousand) only towards the cost of application** along with the application.
12. The quotation should reach the office of the Superintendent, BBMC&H, Balangir on or before 12.03.2024 by 5.00 P.M. in the prescribed format (Annexure-II) along with self attested copies of valid GST Registration Certificate, Pan Card and Self declaration for not black listed by any Central/State/ PSU agency as per format prescribed at Annexure-IV.
13. The successful tenders will have to execute and sign the agreement with the undersigned and the undersigned will control the movement of the respective vehicle and pay the monthly hire charges and reimbursement of petrol / Lubricants as per terms & Conditions and stipulations of this tender by observing the required official formalities.
14. Modifications, if any in the tender document or terms and conditions, will be uploaded/fixed only on websites / Notice Board. The tender inviting authority reserves the right to modify/ cancel the terms and conditions of tender without assigning any reason thereof before the last date of submission of tender document or may cancel the tender without assigning any reason thereof.
15. Any legal aspect arises on the agreement and execution shall be resolved in the court under Balangir Jurisdiction only.

M Pande
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Superintendent
BBMC&H, Balangir



Annexure- I

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

- 1) The hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc., and DL of the Driver available all the times. The Department/Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicles or loss of life/ injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The Agency/ Owner of Vehicle shall be responsible for all such litigation.
- 2) The successful bidder is required to execute hire agreement with this office within seven days of receiving information from this office to this effect and is required to provide the selected vehicle for hire within such number of days, not exceeding Seven days from executing the agreement, as will be intimated by this office.
- 3) Monthly hire charges and reimbursements towards cost of Petrol (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
- 4) The vehicle log book shall be signed by the user of the vehicle for noting daily opening and closing kilometer readings. The fuel cost will be calculated basing on the actual kilometer run by the vehicle. No fuel shall be provided for to and fro trips of the vehicle from the premises of the vehicle provider to the office premises.
- 5) Monthly hire charges to the vehicle provider will be paid usually within 10 days from submission of bill by the vehicle provider. GST and IT TDS shall be deducted at the time of payment, if applicable.
- 6) It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
- 7) Tenure of the Hire Agreement will be **One year** or as decided by this office subject to annual renewal on satisfactory performance and good behavior of owner and driver.

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- 8) In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the bidder/owner of the vehicle.
- 9) In case of the vehicle do not report regularly, the authority will be at liberty to disengage the vehicle and may engage vehicle from other source.
- 10) The vehicles shall report for duty for minimum of 25 days in a month. If on any day the vehicle becomes unavailable for duty for any reason not relatable to this office, it shall be treated as 'No Service Day' and pro-rata deduction shall be made for each 'No Service Day' @ agreed monthly rent divided by 30 days. For example: if the agreed monthly rate is Rs.20,000.00, then Rs.667/- shall be deducted for each 'No Service Day'.
- 11) In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded during Emergency Service.
- 12) The vehicle shall not be more than 2 years old from the initial registration and also in good running condition during the period of contract.
- 13) The Agency shall take comprehensive insurance cover with third party unlimited liability risk of the vehicles detailed for the user department requirement. User shall not be liable for any damages whatsoever to public property and /or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle.
- 14) (a) Drivers that possess a valid commercial driving license shall be deployed by the Agency.
(b) The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty. In such an event user department shall have full rights to terminate the contract with immediate effect.
- 15) During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the service provider's risk. Also, alternate vehicle of similar or higher category will be provided by Agency without any extra charges.
- 16) The vehicle cannot be put to any private/commercial use beyond the duty hours or on holidays. Unauthorized use of the vehicle by driver/service provider will lead to unilateral termination of the contract with immediate effect. The Agency has to ensure the safety of passenger by avoiding negligent driving by their drivers such as over speeding, rash driving, and driving vehicle without brakes/defective brakes.
- 17) If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

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- 18) In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of Service and termination of agreement.
- 19) If the bidder violates any of the terms of contract, authority shall forfeit the entire amount of security deposit.
- 20) Terminations:**
- a) The Superintendent, BBMC&H, Balangir shall have the right to terminate this Agreement, upon it giving one month notice in writing.
- b) The Agency shall have the option to terminate this Agreement upon giving one month notice in writing and Upon refund of any rental fees paid in advance, over and above the notice period.
- c) Final payment after termination of the contract shall be released on submission of the log book(s) of the vehicle, car pass and pass/id card issued to the driver, if any.

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Bhima Bhoi Medical College & Hospital
Balangir - 767001



Annexure- II

BID FORMAT

1. Name & Complete Address of the Owner of Vehicle:
2. GSTIN of the Bidder:
3. Type of Vehicle (Model & AC/Non-AC):
4. Registration No. of Vehicle:
5. Date of Registration:
6. Year of Manufacture :
7. Fitness Certificate:
8. Fitness Certificate Validity :
9. Permit Validity:
10. Insurance Validity:
11. Has any Insurance claim been made for the Vehicle in the Past? :
If Yes, what was the Total Claim made and what was Actual
Payment made by the Insurance Company? :
12. Name & Address of the Driver:
13. D.L. No. & Validity of the D.L. of the Driver :
14. PAN Card/Aadhar Number of the Driver:
15. Proposed hire Charge of the vehicle
per month excluding fuel cost
including GST:
16. Rate of fuel Consumption/Mileage per liter:
17. Contact Number of the Service provider (Bidder):
18. Contact Number of the Driver:

"Certified that the information submitted above is true to the best of my knowledge and belief."

M.Panda
21-02-24
Superintendent
BBMC&H, Balangir

**Seal & Signature of the
Quotationer/Tenderer**



Annexure-III

FORM -A: Technical Bid

Application for Providing of Commercial Vehicles (Petrol) including Driver

Sl. No.	Particulars	Submitted (✓) or Not (X)	Page No.
1	Submission of Quotation as per Two Bid System		
2	Original Quotation Call letter with all the schedules duly signed and stamped with date to be submitted in Tech. Bid.		
3	EMD of Rs 3000/- in Technical Bid		
4	Tender Cost Fee of Rs.1000/- in Technical Bid		
5	Photocopy of Certificate assigning GST duly attested.		
6	Photocopy PAN Card duly attested.		
7	Self attested copy of up to date GST return filed.		
8	Last 02 years IT returns copy 2021-22 & 2022-23		
9	Undertaking / Declaration as per Annexure-IV.		
10	Bid Security declaration certificate as per format at Annexure-V		

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ANNEXURE- IV

(To be submitted in Technical Bid)

UNDERTAKING / DECLARATION FORM

I / We having my / our
office at do
 declare that I/We have carefully read all the terms & conditions of tender of the Superintendent, Bhima
 Bhoi Medical College & Hospital, Balangir for **Providing of Commercial Vehicles (Petrol) including
 Driver**. 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. _____
 date _____/ _____/ 2023.

**I do hereby declare I/We have not been de-recognized/ black listed by any state Govt. /
 Union Territory/ Govt. of India/ Govt. organization / Govt. Health Institutions for Providing
 Commercial Vehicles (Petrol) including Driver.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest money deposit and or
 performance security Deposit and blacklist me/us for a period of 3 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 **Providing of Commercial Vehicles (Petrol) including Driver** to Superintendent,
 BBMC&H, Balangir as per the specifications as well as Terms & conditions of the above Tender document.

Date:

Seal with signature of the bidder

Place

M Pando
 21.02.24
 Superintendent
 BBMC&H, Balangir



ANNEXURE-V

Bid Security Declaration Format

(On Letter Head of the Bidder)

This is to inform you that M/S. _____ (Agency name) shall not withdraw or modify its bid till the validity period of 90 days as mentioned in tender notice advertisement No. _____ dated _____. We may debar from being considered/ to participate in future for a period of 3 years at “O/o Superintendent, Bhima Bhoi Medical College & Hospital, Balangir” from the date of debarred notice in the following circumstances: (a) If withdraw the bid during the bid validity period of 90 days. (b). If do not respond to request for clarification of the bid submitted by us. (c) if fail to cooperate in bid evaluation process and in case being successful bidder, if fails to sign the agreement in time to furnish performance security/ guarantee.

Name of the Authorised signatory: - _____

Designation: _____

Official seal: _____

Seal & signature of the Bidder

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