



OFFICE OF THE SUPERINTENDENT,
BHIMA BHOI MEDICAL COLLEGE & HOSPITAL, BALANGIR
AT/Po/Dist : Balangir,(Odisha) PIN – 767001
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Letter No. 8917/Estt.(BBMC&H)/24

Balangir

Dt. 04-11-24

**Tender Call Notice for Providing of Commercial
Vehicles (Petrol) including Driver**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operates/ Private Individuals for Providing 01 nos. of AC Petrol/Diesel driven vehicles having sitting capacity not more than 05 including driver, which shall conform to the Terms and conditions (Appendix-A) for official use in O/o Superintendent, Bhima Bhoi Medical College & Hospital, Balangir on monthly rental basis:

Sl. No	Model of Vehicle	No. of Vehicle Required	Maximum Hiring Charges per month excluding taxes (in Rs.)	Minimum Average Mileage (in MK/Lit)	Place of Use
1	Zest/Tigor/Swift Dzire / Xcent/Etios (Petrol) or similar model and segment, having the same mileage and hiring charges	01	26,000/-	17 Km/Lit	Office of the Superintendent, BBMCH, Balangir

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Superintendent
Bhima Bhoi Medical College & Hospital, Balangir
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Eligibility Criteria for the Hiring of Vehicle:

- The service provider shall have a valid OGST registration to participate in the tendering.
- The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
- The vehicle must be in road worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
- 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.
- The driver should be well behaved, gentle and obedient in nature.
- A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Demand Draft drawn in favour of the Superintendent, BBMC&H, Balangir and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
- The Vehicle must achieve a fuel efficiency of 17 Kms per liter.
- The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered per liter) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Appendix-B).
- The Quotation completed in all respect should reach the undersigned on or before 26.11.2024 by 2.00 P.M. and shall be opened on the same day at 4.00 P.M. in presence of the bidders or their authorized representatives.
- The application form of quotation / tender containing General bid information & Terms and conditions for Hiring of Vehicle etc. will be available with the Cashier, O/o Superintendent, BBMC&H, Balangir on payment of Rs.1000/-(Rupees One Thousand) only from dtd.05.11.2024 to 26.11.2024. The applicant shall be furnished a demand draft/bankers cheque for an amount of Rs.1000/-(Rupees One Thousand) only towards the cost of application along with the application.

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**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) (a) The hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- valid Registration Certificate, Insurance Certificate, pollution certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc., and DL of the Driver available all the times.

(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.
- 2) The 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.
- 3) The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tyrese & Tubes, Battery etc. will be borne by the bidder.
- 4) It shall be the responsibility of the bidder to provide a good driver and the wages of the driver shall be borne by the vehicle owner.
- 5) 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.
- 6) In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement and disengage the vehicle and may engage vehicle from other source.
- 7) The vehicle shall report for duty every day in a month. If on any day the vehicle becomes unavailable for duty for any reason not related 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

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rate is Rs.26,000.00, then Rs.867/- shall be deducted for each 'No Service Day'.

- 8) In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded during Emergency Service.
- 9) 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.
- 10) The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
- 11) If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
- 12) 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.
- 13) If the bidder violates any of the terms of contract, authority shall forfeit the entire amount of security deposit.
- 14) 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.
- 15) The GST and IT TDS shall be deducted at the time of payment, if applicable.
- 16) Tenure of the Hire Agreement will be Two year or as decided by this office subject to annual renewal on satisfactory performance and good behavior of owner and driver.
- 17) 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.
- 18) 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 driver such as over

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speeding, rash driving, and driving vehicle without brakes/defective brakes.

19) Terminations:

- a) The Superintendent, BBMC&H, Balangir shall have the right to terminate this Agreement, upon 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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General Information

Sl. No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	Bank Account Number & IFSC Code	
5	Registration No. of Vehicle:	
6	Year of Manufacture	
7	Make & Model	
8	Date of Registration	
9	Name & Complete address of the owner of the vehicle	
10	Fitness Certificate Validity	
11	Pollution Certificate Validity	
12	Permit Validity	
13	Copy of Insurance Validity	
14	Name & Address of the Driver	
15	D.L. No. & Validity of the D.L. of the Driver	
16	Proposed hire charge of the vehicle per month excluding fuel cost	
17	Rate of Fuel consumption/mileage per liter	

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18	Contract Number of the Service provider (Tenderer/ Quotationer)	
19	Contact Number of the Driver	
20	PAN Card/Aadhar Number of the Driver:	
21	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?	

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

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

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