

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, KEONJHAR
(NPCB KEONJHAR)

Letter No. 1296 / Keonjhar

Date: 12/05/2023

To

The Information & Public Relation Department, Odisha,
Bhubaneswar

Sub: Publication of Tender Call Notice engagement of vehicle at CDM&PHO, Keonjar under
NPCB & SUNETRA.

Madam/Sir,

With reference to the subject cited above you are requested to publish the Tender call
notice in your esteemed two daily Daily News Paper for one time basis on 15/05/2023 issue
only with minimum space. The advertisement is given below for publication.

ZILLA SWASTHYA SAMITI, KEONJHAR
OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, KEONJHAR
(NPCB KEONJHAR)
TENDER CALL NOTICE

Advt. No. 1297 Date: 12/05/23

Sealed tenders are invited from the Private Individual/ Tour operator/Travel
Agencies / Society for hiring of vehicles on monthly hire basis for NPCB &
SUNETRA, O/o-CDM&PHO,Keonjhar. The detail tender documents may be
downloaded from district NIC website i.e www.kendujhar.nic.in. The tender
document must be submitted to the O/o-CDM&PHO,Keonjhar for NPCB &
SUNETRA Pin--758001 through Regd. post/Speed Post/ Courier only. The bidder
should subscribe "Engagement of vehicle at CDM&PHO, Keonjar under
NPCB & SUNETRA" on the top of the envelope.

Last date of submission of TENDER: 30/05/2023

Date of opening of TENDER : 31/05/2023

The authority reserves the right to accept or reject any proposals without assigning
any reasons there off.

Sd/
Chief District Medical &
Public Health Officer, Keonjhar

Therefore, you are a requested to publish the advertisement by utilizing minimum space as
per the approved I & PR Govt. of Odisha rate. The bill will be paid by departmentally not by district
authority.

Yours faithfully,

12/05/2023
Chief District Medical &
Public Health Officer, Keonjhar

Memo No. 1298, Keonjhar

Date: 12/05/2023

Copy forwarded to the DIO, NIC, Keonjhar for information & requested to publish the Tender Advertisement under NPCB & SUNETRA on dt. 15/05/2023 in the District NIC website under the heading **Engagement of vehicle at CDM&PHO, Keonjar under NPCB & SUNETRA** for information of the public. The details of the Tender advertisement are enclosed 08... pages.

12/05/23
Chief District Medical &
Public Health Officer, Keonjhar

Memo No. 1299, Keonjhar

Date: 12/05/2023

Copy to all the District Tender committee members DPHO/ADPHO(TB),(FW),(VBD), (Leprosy)/DPM(NPCB)/SMO/DPM(NHM)/DAM, Keonjhar for kind information & requested to attend the Tender committee meeting to be held on 21/05/2023 at 11:30 AM in DTU Conference Hall NHM, Keonjhar.

12/05/23
Chief District Medical &
Public Health Officer, Keonjhar

Memo No. 1300, Keonjhar

Date: 12/05/23

Copy submitted to the Collector & DM, Keonjhar for favour of kind information.

12/05/23
Chief District Medical &
Public Health Officer, Keonjhar

SECTION -I

Date & Time of Tender Submission and Finalization

Tender Call Notice No. 1297

Dated: 12/05/2023

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES AT DHH LEVEL UNDER NPCB & SUNETRA

| | | |
|---|---|---|
| 1 | Period of Availability of Tender Document | From 15/05/2023 to 30/05/2023 (Downloadable from website: www.kendujhar.nic.in) |
| 2 | Last date for submission of Tender & address | Date: 30/05/2023 Time: 01:00 PM Address: O/o CDM&PHO, DHH, Keonjhar Dist. Head Quarter Hospital, Keonjhar, Dist- Keonjhar, (SUNETRA), Pin- 758001 (Through Speed post / Registered post / Courier) |
| 3 | Date, time and place of opening of Tender (Technical & Financial Bid) | Opening of Technical Bid : 31/05/2023 at 11.30 AM. Opening of Financial Bid : 31/05/2023 at 11.30 AM Place of Tender Opening : <u>DTU Conference Hall, NHM, Keonjhar</u> (Bidders / authorized representative may remain present at the time of opening of Tender) |
| 4 | Signing of agreement | Date : |

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SECTION -II

INSTRUCTIONS TO BIDDERS

1 Eligibility Criteria

- Any private individuals/ Tour operators / Travel Agency / Society /Firm can participate in the tender process.
- Should submit the required Tender Paper Cost @ **Rs.1, 000/-** for each vehicle offered.
- Should submit the required EMD @ **Rs.10, 000/-** for each vehicle offered.

Note: Vehicles with only commercial registration shall be accepted.

2. Submission and Signing of Tender

Interested eligible bidders may submit their bid(s) with Paper Cost, EMD & documents as set forth in this TENDER Document at this office of the CDM&PHO, Keonjhar.

3 Packing, Sealing and Marking of Bid

- a. The **sealed envelope** containing the Annexure- I, Photocopy of the required documents & Annexure –II should clearly be **super scribed** with the following:

Tender for "Hiring of Vehicles under NPCB & SUNETRA".

- The bidder's Name & address shall be mentioned in the left hand corner of the envelope.
- Envelop should address to the Office of the Chief District Medical & Public Health Officer, Keonjhar

(b) If the envelope is not sealed and marked as mentioned above, then the Selection Committee will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

4 Content of the Tender Submission

Scaled envelope should content the followings

- 1 Tender Paper Cost of Rs.1,000/- and EMD of Rs. 10,000/- in shape of Demand Draft in favour of SUNETRA, Keonjhar.
- 2 Annexure - I Duly filled in.
- 3 Annexure - II (Financial Bid) with proper signature and seal of the bid)

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SECTION -III

MOBILE VISION CENTRE & MOBILE OPHTHALMIC UNIT
TERMS OF REFERENCE

A. Location & Operational Area of MVC

1. The vehicles will be located at the District headquarter at the disposal of DPHO and DPM, NPCB&VI.
2. The area of operation is the concerned district. The Vehicle on priority basis will cover the fixed Vision Centres where Ophthalmic Assistants are not available & Health institutions for monitoring & supervision of NCD activities in the district. The necessary plan would be prepared by the District.
3. As per the micro plan, the vehicle will be moved and make halt (if required) to the peripheral outreach institutions along with one Ophthalmic Assistant (who may be from District HQ or from other institutions). Effort to be taken to render Eye Care services at all Fixed Vision Centres at least two to three days in a week with the help of available Ophthalmic Assistants in the District.

B. Essential Features of Vehicles to be engaged.

1. The vehicle shall not be more than **3 years old** at the time of hiring/ award of contract from the initial registration.
2. The Fuel cost will be reimbursed as per usage and engine oil will be reimbursed @ 1 ltr for 750 KM run. The vehicle owner has to provide the vehicle with fuel.
3. The hired vehicles, during period of contract, shall have all necessarily valid MV documents such as:-Valid Registration Certificate, Insurance certificate, fitness Certificate, value Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
4. The Department / Office hiring the vehicles shall not be responsible for any damage/loss cause to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use hired vehicles any manner whatsoever. The hirer shall be responsible for all such litigation.
5. Specifications:

| Type of Vehicles permissible to be hired | Make & Model | Minimum Average Mileage /Lit. for reimbursement purpose | Maximum Hire charges per month |
|---|---|---|--------------------------------|
| AC/ Non-AC Diesel driven vehicles having sitting capacity not less than 7/9 persons including driver. | Mahindra Max/ Marshal/ Bolero /Tata Sumo / Victa. | 10 km/ltr | Rs. 28,000/- |

12/12/23

6. 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
7. For effective coordination the driver of the vehicle is to be provided with a mobile phone by the vehicle owner.
8. The Driver should have a clean track record without any history of conviction in the court of law.

C. Major Features of Vehicles

1. Vehicles will be hired locally at District level on contract basis. The contracts shall be initially for a period of one year which may be extended till funding subject to satisfactory performance assessed by appropriate authority (DPHO & DPM-NPCB) every year.
2. Any private individuals/Tour operators/ Transport Agency/ Society/ Firm can participate in the tender process.
3. The monthly rate of hire charge shall be quoted separately in the price bid (excluding fuel)
4. The agency interested will quote the financial bid keeping in account the road tax, insurance premium, GST, parking fee, toll tax etc for which State Government or O/o CDM&PHO or DPHO will not pay.
5. In case of breakdown for reasons whatever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
6. The vehicles shall report for duty on all day in a Month except Govt. holidays. If emergency arises the driver may be called to report in any holidays.
7. The vehicles shall be required generally for 12 hours in a day (8 AM to 8 PM).
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 log book to track vehicle movement. The log book will be verified and checked by the user (Ophthalmic Assistant) and counter checked by the DPHO & DPM, DBCS of the District on regular basis.
10. Office will bear additional fund for branding and other minor fabrication (if required).
11. If the bidder violates any of the terms of contract, District authority/ Government shall forfeit the entire amount of security deposit.
12. The successful bidder shall execute an agreement with the respective CDM&PHO of the District for engagement of vehicle.
13. All charges 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 client shall give one month notice and terminate the agreement. The contract will also be terminated in case of following reasons:
- a) If the behaviour of the Driver is not proper;
 - b) Any attempt to tamper the log book;
 - c) In case of the vehicle do not report regularly;
 - d) In case the driver of the vehicle is found to be convicted.
 - e) In case the service provider intends to withdraw the services 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. The committee reserves the right to accept or reject any tender without assigning any reasons there off.
16. Two vehicle is to be engaged under DPHO, Keonjhar.

12/1/23

Technical Bid for Hiring of Vehicle

Name of the District:

| | | |
|----|--|--|
| 1. | Name of the Bidder | |
| 2. | Address & Mobile No. of Bidder | |
| 3. | E-mail of the contract person, if any | |
| 4. | ID Proof of the Individual/ Registration certificate of the Organization (Photocopy) | |
| 5. | Details of Tender Paper cost enclosed @ Rs. 1,000/- per vehicle to be submitted) | |
| 6. | Details of EMD enclosed (EMD Rs. 10,000/- per vehicle to be submitted) | |
| 7. | Details of Vehicle (s) enclosed (Only vehicle with Commercial registration shall be accepted) ● Date of Purchase:- ● Make & Model:- ● Registration No.:- ● Valid Insurance Certificate:- ● Valid Fitness Certificate:- ● Up to date tax payment:- ● Permit:- ● Pollution:- Documentary evidence (Photocopy) for all above details to be attached | |
| 8. | Declaration:- I/We are not black listed by any Central / State Government / Public sector Undertaking in India (To be furnished in non Judicial stamp paper of worth Rs. 10/- duly certified by Notary) | |

N.B :- Tender Paper cost @ Rs. 1000/- & EMD @Rs. 10,000/- per vehicle to be submitted

N.B :- Original documents must be brought as per sl. No. -7 above (Annexure-I) for verification at the time of opening of tender. This is a mandatory requirement.

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

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Financial Bid

| Make & Model Vehicle | *Monthly Hiring Charges (Rs.) including all charges of the Driver (Excluding Cost of Fuel) |
|---------------------------------|---|
| | |

(*Pl. refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Section -III of the TENDER)

Signature

Name (Firm/Company/Tour operator/Individual) _____

Date:

Place:

Seal _____

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