

Hiring of Multi Utility Vehicles (A/C & Non A/C) on Daily / Monthly Hiring Basis. Detail Terms and Conditions

INSTRUCTIONS TO BIDDERS

1. Scope

Interested bidders fulfilling the eligibility criteria may submit their bid by Regd. Post/ Speed post to this office.

2. Eligibility Criteria

Any private individuals/ Tour operators / Travel Agency / Society /Firm can participate in the tender process.

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 Vehicle for O/O BPHO CHC KARLAMUNDA as and when required" (The bidder should clearly mention which the proposal is submitted). The bidder's Name & address shall be mentioned in the left hand corner of the envelope.

TERMS OF REFERENCE

1. All the major and minor repair for the vehicle shall be made by the vehicle owner/travelling agency himself.
2. The vehicle must be available and need to report by requisition on holidays & including off hours as desired by the office.
3. The Department/ Office hiring the vehicle 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 of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
4. In case the vehicle is called in night or holiday, no extra charge will be paid.
5. The vehicle should be preferably within 2 years old from the time of purchase.
6. 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 D.L. of the driver available all the times and to be produce as and when required.
7. All necessary updated records must be having with the vehicle as per the latest MV act.
8. The Driver should have a clean track record without any history of conviction in the Court of law.
9. All the vehicle engaged in the office should have taxi number
10. Competitive Bidder/Agency or any representatives remain present during the opening of Tender.

Major Features of Contract

1. Vehicle will be hired locally. The contracts shall be initially for a Period of one year which may be extended subject to satisfactory performance assessed by appropriate authority every year as per requirement.



2. Any private individuals/ Tour operators/ Transport Agency / Society /Firm can participate in the tender process.
3. The Daily rate of hire charge is 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 will not pay. 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/ bidder..
5. Tender Paper cost Rs.500/- (Rupees Five Hundred) only which is non-refundable in shape of DD drawn on any Nationalized Bank in favour of Rogi Kalyan Samiti (RKS) CHC Karlamunda.

(ii) Tender must be accompanied by security Deposits of Rs. 5,000/- by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of Rogi Kalyan Samiti (RKS) CHC Karlamunda. Tenders if not accompanied by security Deposit will not be considered. Security of unsuccessful tenders will be returned without interest on finalization of bid. Security of successful tender will be retained & will be refunded on successful completion of the job without interest. The payment will be made within 15 days of submission of claim and updated logbook of the vehicle during Claims.

6. The quoted amount (rate per day /rate per Month) includes the cost towards salary of driver, repair & maintenance of the vehicle.
7. The successful Bidder will submit all the vehicles related document to the Office during the contract. (for Vehicle engaged in Monthly Basis)
8. 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; If the behavior of the Driver is not proper,

Any attempt to tamper the log book,

In case of the vehicle do not report regularly,

In case the driver of the vehicle is found to be convicted and drunken.

9. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice to the undersigned before such withdrawal of service and termination of agreement.



Block Public Health Officer
CHC Karlamunda
BPHO
C.H.C. Karlamunda

Financial Bid

Vehicle Details	Make& Model	Seating capacity	Variant (Diesel/Petrol)	A/C	NON A/C	Rent per day	Rent per Month
Scorpio							
Ertiga							
Bolero Plus							
Other (1)							
2							
3							

(*Pl.refers to the type of vehicle & the max. Monthly hire charges requirement mentioned at as above in the documents)

Signature

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

Date:

Place:

Seal:



Application Form

Annex-I

Technical Bid for Daily Basis Hiring of vehicle for O/O BPHO CHC Karlamunda, Kalahandi

1	Name of the Bidder	
2	Address & Telephone/Mobile No.	
3	E-mail of the Contract person, if any	
4	ID proof of the Individual/Registration certificate of the Organization (Photocopy)	
5	GST REGISTRATION	
6	PAN	
7	Details of Vehicle(s) enclosed <ul style="list-style-type: none">• SCORPIO• INNOVA• MARAZZO• ERTIGA• BOLERO PLUS• OTHER	Mention the vehicle which to be provide on daily basis
8	Details of Vehicle (s) enclosed (Only vehicle with Commercial registration shall be accepted) <ul style="list-style-type: none">• Date of Purchase-• Make & Model• Registration No.-• Insurance certificate• Fitness Certificate Up to date tax payment Documentary evidence (photocopy) for all above details to be attached	
9	Declaration-I/We are not blacklisted by any Central/ State Government/Public Sector Undertaking in India.(To be furnished in non judicial stamp paper of worthRs.10/-duly certified by Notary	

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

