

**ZILLA SWASTHYA SAMITI, KHORDHA**  
**SHORT TENDER CALL NOTICE**

Sealed quotations are invited from Travel Agencies / Private Organisations / NGOs / Individuals for hiring of vehicle for O/o. C.D.M & P.H.O Khordha. Interested bidder may submit offers mentioning mileage in Kms. Per litre and monthly hire charges for diesel driven A.C vehicle. Details regarding application format, terms and conditions may be downloaded from [www.khordha.nic.in](http://www.khordha.nic.in).

<b>Sl. No.</b>	<b>Name of Programme</b>	<b>Place of Deployment</b>	<b>Maximum Age of the Vehicle</b>	<b>No. of Requirement</b>
1	Programme Management	O/o. C.D.M & P.H.O Khordha	3 Years	3

The number of requirement may vary as per the need and budgetary provision. The bid in the prescribed format along with all relevant documents should reach to the office of the undersigned on or before 07.07.2018 within 5 P.M through Regd. Post / Speed Post / Courier only. The tender will open at 11.00 A.M on 09.07.2018. The bidders or their authorized representative may present in the opening on scheduled date and time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-  
CDM & PHO cum-District Mission Director  
District Health Mission, Khordha

## **TERMS & CONDITIONS FOR HIRING OF VEHICLE**

- The vehicle should have valid – Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance challan.
- The vehicle should be diesel driven and having following category –

Category	Model	Seating Capacity	Maximum Hire Charge per month	Minimum Average Mileage in km per litre
Jeep	Mahindra Bolero/Scorpio/TUV Tata Sumo/Victa	Not less than 6 excluding driver	Rs.20,000/- per month	10 km

- The vehicle shall not be more than **3 years old** from the initial registration and also good running condition during the period of contract.
- The person other than owner can apply with due power of attorney from the owner.
- E.M.D of Rs.5,000/- (Rupees Five thousand) only) only drawn in favour of **“ZSS Khurda”** must be attached with tender.
- Maintenance and all the taxes of the vehicle will borne by the owner (Except toll tax, entry tax, Parking charge etc.)
- The person having no vehicle can also apply for the same through affidavit but must deploy it within 15 days from receiving the order. But priority will be given to bidders having vehicle.
- Salary of the driver will paid by the owner. The fuel cost initially borne by the party and reimburse from authority through bill supported with certified copy of log book.
- The vehicle will remain with concerned office on off hours for meeting any emergency.
- Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.
- The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the Vehicle but excludes the cost of fuel & lubricants. Only fuel and lubricants cost will borne by the office.
- The hiring charges will be deducted per day basis if the service is not provided by the party. The driver should report with vehicle on every day basis to concern officer with putting attendance in the office.
- No advance payment is payable by the authority to the party. The billing will be done on a monthly/daily basis (Monthly/daily hiring charge + Lubricants (only monthly case)) and it should be submitted by the party within first week of the following month. The payment will be made only those log books and duty slips which have been signed by the authority or any authorized officer. It will be responsibility of the driver to get approved the log book and duty slips for each occasion of journey by the authority or any authorized officer on day to day basis.
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver.
- The income tax as applicable will be charged on prevailing rate.
- If during the course of engagement of the vehicle any accidents etc, occurred either to vehicle or to the third party, authority will not be responsible and any liability arising out such accident will be the responsibility of the party only.
- The selection will be made through cost effective analysis basing on monthly hiring charges and DOL consumption for 5000 kms. The hiring charge per month should be within the maximum limit and mileage should be within minimum limit as prescribed above. The authority reserves the right to negotiate with the bidders if lowest one is above the prescribed limit/budgetary provision. The lowest quoted bidder will be selected and the negotiation can also be made with other eligible vehicles to match with lowest one.
- There will be an agreement between authority and party for availing the services and either party can discontinue the service with 1 month prior intimation to other party.
- In case of the service executed is not satisfactory then the authority shall issue show cause notice to the party to comply within one week. In case of non-compliance or compliance not satisfactory then authority may terminate the agreement and also can forfeit any amount due to party.
- The application in the prescribed format along with all relevant documents should reach to the office of the undersigned on or before 07.07.2018 within 5 P.M through Regd. Post / Speed Post / Courier only. The envelope should be clearly superscribed with **“Tender for Vehicle”**. The tender will open at 11.00 A.M on 09.07.2018. The bidders or their authorized representative may present in the opening on scheduled date and time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

**BID DOCUMENT FOR HIRING OF VEHICLE**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Descriptions</b>
1	Name of the Bidder	
2	Status of the Bidder (Travel Agent / Private Organisation/NGO/Individual)	
3	Detail Address with Phone no. of bidder	
4	Registration Certificate in case of (Travel Agent / Private Organisation/NGO) (Proof to be attached)	
5	PAN Detail (Proof to be attached)	
6	E.M.D Detail	
7	<b>Vehicle Details</b> (All proof to be attached and originals to be produced at the time of bid opening)	Name of Owner
		Make of the vehicle
		Model of the vehicle
		Seating Capacity
		Year of Manufacturing
		Registration No.
		Commercial License
		Fitness Certificate
		Road tax Clearance up to
		Validity of Insurance up to
	Pollution Clearance certificate	
8	<b>Price Details</b>	Monthly Hiring charges (Including all incidental charges but excluding fuel cost)
		Km. Covered per litre diesel

**DECLARATION**

I/We hereby declare that above information given by me/us are true complete and correct to the best of my/our knowledge and belief. In the event of any information found false or incorrect before or after selection my candidature will be cancelled and appropriate action can be taken by the authority. I/We am/are also declare that, I/We am/are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender and I/We are not black listed by any Central/State government/Public Sector Undertaking in India.

**Signature of the bidder**