

HIRING OF A/C TOURIST CARS

FOR OFFICIAL USE ON CONTRACT BASIS UNDER STATE PROGRAMME MANAGEMENT & SUPPORT UNIT (AROYAKERALAM)

Sealed competitive tenders are invited in hiring of A/C cars based on three categories (as detailed below) for official use, on contract basis, under the following terms and conditions:

Pre Qualification conditions

1. First Registration of the vehicle offered should be on or after 1/12/2011.
2. The bidder should have a fleet of at least 10 vehicles under his control in all the three categories of vehicles put together as required by NRHM.
3. Copies of IT returns filed for the last 3 years are to be submitted while submitting the pre bid documents. Non submission will be liable for outright rejection of tender.(For the Assessment year 2011-12,2012-13 and 2013-14)

Other Conditions

1. The vehicles will have to run distance as required.
2. The vehicles will have to run as specified.
3. The vehicles along with driver should be provided on 24 X 7 basis upon request
4. All the maintenance for the vehicles will have to be done by the contractor
5. (a) The rates for each vehicle contracted on monthly basis as well as daily basis (for occasional use) may be quoted separately.

(b) The rates of each category of vehicles contracted for transfer of guests between city hotels to Railway station, City Hotels to Airport, Hotels at Kovalam Railway Station and Hotels at Kovalam to Airport may also be quoted separately.
6. Fuel for the vehicle will be provided by the contractor.
7. The initial contract shall be signed for 11 months which can be extended for a further period of 11 months based on reliability and performance.
8. A vehicle may run an average of 1500 KM per month/ 300 Hours
9. Drivers for out station duties will have to make their own arrangements for stay.
10. NRHM reserves the right to terminate the deal without any notice.

CONDITIONS FOR MONTHLY CONTRACT OF VEHICLES

1. The vehicles should be parked at NRHM Directorate Campus on all days.
2. The rates quoted should include wages to the Driver, fuel charges, maintenance charges, Insurance and any other charges and for providing vehicle in a good running condition.
3. In case of non-availability of vehicles on demand at any time, Penalty per day is liable

- to be imposed at an amount equivalent to the rates approved for concerned category on daily basis.
4. In case of non provision of vehicle continuously for a period, more than one week, it shall be treated as breach of contract, and the EMD shall be forfeited. EMD is also liable to be forfeited if the contractor is not prepared to provide the vehicle after awarding the contract to him.
 5. Tender is to be accompanied with an EMD of Rs.2000/- **for each category** (Rupees two thousand only) i.e., Rs. 6,000/- for all the three categories put together by way of demand draft (in favour of State Health & Family Welfare Society) with the State Health & Family Welfare Society, National Rural Health Mission, Directorate of Health Service, NRHM Building, Thiruvananthapuram-695035. Tender without EMD will be summarily rejected. EMD remitted will be forfeited if the bidders withdraw from the tender or fail to carry out the work, after work is awarded. EMD of unsuccessful will be returned after the tender is finalised.
 6. An amount of Rs. 5000/- is to be remitted as security deposit by the successful bidder, for each category vehicle for which agreement is signed/contract awarded. The EMD amount can be utilised to the extent possible towards Security Deposit requirement. This amount will be returned only after satisfactory completion of contract period.

GENERAL CONDITIONS

1. **The price bids of only those Pre Qualified bidders will be OPENED.**
2. The Contractor shall provide and keep the vehicles in good running condition and shall ensure that all road taxes, insurance etc. are paid in time and borne by him. The vehicles, when contracted, will be kept at the disposal of the NRHM. If and when the driver is not available a replacement shall be provided by the Contractor.
3. Whenever the vehicle is taken out for servicing, repairs etc., an alternate vehicle of the similar make will have to be provided by the contractor at his own cost within a reasonable time. In the case of an accident while the car is being driven by the Contractor's driver, all repairs shall be done by the Contractor without any liability to NRHM or its employees. In case, due to some breakdown, the vehicle is not available, the contractor shall make arrangements to provide alternate vehicle at his own cost, within a reasonable time.
4. Rates, terms and conditions of contract quoted, once accepted by NRHM shall not be altered during the currency of the contract (normally eleven months) for any reason and shall be valid till the expiry of contract, for eleven months from the date of award. **There shall not be any price increase in the rates quoted during the currency of the contract.** The contract can be terminated by giving a notice of one month on either side.
5. The log books shall be kept in the safe custody of the Driver, who shall get the same filled up and authenticated at the end of each lap of journey undertaken by the officials of NRHM. The log book shall be made over to the authority passing the bill. The log book shall be submitted along with the bill to the Controlling Officer.
6. The contract will be normally for eleven months from the date on which the vehicle start plying and the bidders should execute an agreement with NRHM to that effect in a stamped paper worth Rs.100/-.
7. The Driver shall have to wear white shirt, white pants, with black shoes. He should be well dressed, well behaved and professionally skilled to drive any make of vehicle. Any laxity of the behaviour of the Drivers shall be treated as breach of contract resulting in cancellation of contract and forfeiture of EMD.
8. The tender should be sent in sealed envelope only, **and should CONTAIN two covers separately inside the main envelope viz., -one containing PREQUALIFICATION DOCUMENTS and other containing PRICE BID.** The cover which contains pre qualification documents should be sealed and superscribed "PRE QUALIFICATION DOCUMENTS". Similarly envelope

containing the price bid should be sealed and super scribed "PRICE BID". Both these ENVELOPES SHOULD BE PLACED IN THE MAIN ENVELOPE which should be sealed and super scribed "TENDER FOR HIRING OF VEHICLES" and should be addressed to State Mission Director (NRHM), NRHM Building, Directorate of Health Services, General Hospital Junction, Thiruvananthapuram - 695035 so as to reach SMD not later than 17.00 hrs on 27th January 2014. The pre qualification bids will be opened at 3.00 pm on 28th January 2014 and the Price Bid will be opened at 11.00 AM on 29th January 2014 in the presence of those bidders who are present.

9. The rate should be quoted in the enclosed proforma.
10. No advance will be made and the payment will be made only on a monthly basis on presentation of bill after deducting statutory recoveries.
11. If the services of the contractor are not satisfactory, NRHM reserves the right to cancel the contract at any point of time without giving any reasons thereof.
12. In case of non-availability of the vehicles on any day the expenses incurred by this office in this regard for making alternate arrangements, will be deducted from the contractor from his monthly hire charges payable to him by the company/from his security deposit.
13. In case of non-provision of vehicle continuously for a period of more than three days or failure to attend repairs and replacement promptly to our satisfaction, it shall be treated as breach of contract, and the Security Deposit shall be forfeited and contract may not be continued any further.
14. Terms and conditions of contract quoted and accepted by the State Program Monitoring Support Unit shall not be altered during the contract period.
15. The contract may be awarded to the lowest bidder, but NRHM reserves the right to reject any or, all the tenders without assigning any reason and to increase or decrease the number of vehicles to be engaged. If any dispute arise out of his contract, the same shall be referred to the State Mission Director, NRHM, Thiruvananthapuram, or any other officer nominated by him for the purpose, and his decision shall be final and binding and provision of law shall apply
16. IT returns for the last three years (Assesment year 2011-12, 2012-13 and 2013-14) are to be submitted while submitting the pre qualification requirements. Non submission will be liable for outright rejection of tender.
17. Any other information required may be had from the Office of the State Mission Director (NRHM), NRHM Building, Directorate of Health Service, Thiruvananthapuram-695035, on all working days between 10.00 a.m to 5.00 p.m.
18. Vehicles of any other category needed on daily basis on casual duties as and when required should be provided by the Contractor on request from this office in time as per the agreed terms and conditions mentioned above.

CATEGORY OF VEHICLES:

Category I: A/C vehicle type of

Toyota Innova

Chevrolet Cruze

Toyoto Altis

Tata Aria

Category II: A/C vehicle type of

Ford Fiesta

Honda City

Tata Manza

Maruthi Ertigo

Chevrolet Tavera

Mahindra Xylo

Nissan Sunny

Renault Scala

Category III : A/C Vehicle Type of

Mahindra Bolero

Tata Indigo ecs

Maruthi Swift Dezire

Chevrolet Enjoy

Two vehicles of Category I and Three in Category II and Five vehicles of Category III may be initially required. However, NRHM can reduce or increase the number of vehicles required at any point of time.

ISSUE OF TENDER FORMS

Tender documents can be downloaded from the website www.aogyakeralam.gov.in upto 16.00 Hrs upto 25th January 2014

Sd/-

STATE MISSION DIRECTOR (NRHM)

PRE QUALIFICATION BID

(SHOULD BE GIVEN IN A SEPERATE SEALED COVER AS INSTRUCTED)

Draft Approved on : 13.01.2014 by State Mission Director

Sl.no	Description	:	
1	Category of vehicle	:	Category I No. of Vehicles
		:	Category II No. of Vehicles
		:	Category III No. of Vehicles
2.	Name, Address email id & phone nos. of Bidder	:	
3.	Receipt No./Date and amount of EMD with DD in original	:	
4.	Details of Income Tax Returns filed for the last 3 year (assessment year 2011-12, 2012-13, 2013-14)	:	
Description of Vehicle			
No.	Make	Model with Registration Number	Date of first registration (should not be earlier than 01/12/2011)
I			
II			
III			
IV			
V			
VI			
VII			
VIII			

IX			
X			

I agree to provide the vehicle as per the terms and conditions mentioned, and at the rate quoted above.

Place:

Signature

Date:

Name & address of the Contractor.

PRICE BID

(SHOULD BE GIVEN IN A SEPERATE SEALED COVER AS INSTRUCTED)

Sl. No	Vehicle Category	Monthly Running charges for running 1500 km or 300 hours	Daily Use Rate For 8 hours/ 80 Kms	Additional running charges for running more than 1500 km per month
1	Category I			
a	Toyota Altis	Rs..... /month	Rs..... / km	Rs..... / km
b	Toyota Innova	Rs..... /month	Rs..... / km	Rs..... / km
c	Chevrolet Cruze	Rs..... /month	Rs..... / km	Rs..... / km
d	Tata Aria	Rs..... /month	Rs..... / km	Rs..... / km
2	Category II			
a	Ford Fiesta	Rs..... /month	Rs..... / km	Rs..... / km
b	Honda City	Rs..... /month	Rs..... / km	Rs..... / km
c	Tata Manza	Rs..... /month	Rs..... / km	Rs..... / km
d	Maruti Ertigo	Rs..... /month	Rs..... / km	Rs..... / km
e	Chevrolet Tavera	Rs..... /month	Rs..... / km	Rs..... / km

f	Mahindra Xylo	Rs..... /month	Rs..... / km	Rs..... / km
g	Nissan Sunny	Rs..... /month	Rs..... / km	Rs..... / km
h	Renault Scala	Rs..... /month	Rs..... / km	Rs..... / km
3	Category III			
a	Mahindra Bolero	Rs..... /month	Rs..... / km	Rs..... / km
b	Tata Indigo eCS	Rs..... /month	Rs..... / km	Rs..... / km
c	Maruti Swift Dezire	Rs..... /month	Rs..... / km	Rs..... / km
e	Chevrolet Enjoy	Rs..... /month	Rs..... / km	Rs..... / km

Charges for additional hours and additional distance beyond the specified should also be specified.
Drivers Batta if any should be included in the rates quoted in all cases.

Place:

Signature

Date:

Name & address of the Contractor

PRICE BID – TRANSFER CHARGE

Sl. No	Vehicle Category	City Hotels to Railway Station	City Hotels to Airport	Hotels at Kovalam to Railway station	Hotels at Kovalam to Airport
1	Category I				
a	Toyota Altis	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
b	Toyota Innova	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
c	Chevrolet Cruze	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
d	Tata Aria	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
2	Category II				
a	Ford Fiesta	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip

b	Honda City	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
c	Tata Manza	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
d	Maruti Ertigo	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
e	Chevrolet Tavera	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
f	Mahindra Xylo	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
g	Nissan Sunny	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
h	Renault Scala	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
3	Category III				
a	Mahindra Bolero	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
b	Tata Indigo eCS	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
c	Maruti Swift Dezire	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip
e	Chevrolet Enjoy	Rs..... /trip	Rs..... /trip	Rs..... /trip	Rs..... /trip

Place:

Signature

Date:

Name & Address of the Contractor