

Rs.400/-(Rupees 400 only)



NATIONAL HEALTH MISSION

T.B. Centre Building, II Floor, Opp. Bishop Jerome Nagar, Chinnakkada,
Kollam -691001

TENDER DOCUMENT

FOR

Hiring of AC / Non AC Vehicles for DPMSU, Kollam

(Re - Tender No.690/2016-17/DPMSU/KLM dated 29.09.2016)

Name of the Tenderer :

Address :

Signature :

Last date and time for the receipt of Tender : 27.10.2016 - 12 pm

Date of Opening of Tender : 27.10.2016 - 3 pm

NOT TRANSFERABLE

For details

www.arogyakeralam.gov.in

**TENDER DOCUMENT FOR HIRING OF VEHICLE FOR DPMSU KOLLAM ON
CONTRACT BASIS**

Sealed super scribed, competitive tenders are invited in tender forms for hiring **Vehicle (Taxi permit/Contract Carriage)** for official use for various Programmes on contract basis under the following terms & conditions.

1. The vehicle will have to run as per attached Annexure I.
2. If the vehicle runs additional kilometer additional charge will be given as per govt. rate.
3. The vehicles along with drivers should be provided on 24 X 7 basis.
4. Cost of tender form shall be Rs. 400/-
5. EMD for DPMSU Vehicle Rs. 2000/-
6. Fuel and Maintenance of the vehicle will be provided by the contractor.
7. No separate Bata for drivers will be given even for out station duties.
8. Contract shall be signed up to 31 March 2017, which can be extended further based on eligibility, performance & needy basis.
9. Drivers for out station duties will have to make their own arrangements for stay.
10. NHM reserves the right to terminate the deal without any notice.

CONDITIONS FOR MONTHLY CONTRACT OF VEHICLES

1. Vehicle should be parked at the Concerned Office of the District Program Management Unit/Superintendent/Medical Officer's on all days.
2. The rates quoted should includes wages to the driver, maintenance charges, fuel charges, Insurance and any other charges 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 of 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 security deposit 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 by way of Demand Draft **in favour of District Programme Manager, National Health Mission, Kollam**
Tender without EMD will be summarily rejected. EMD remitted will be forfeited if the tendered 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 finalized.
6. An amount of **Rs. 5,000/-** is to be remitted as Security Deposit by the successful tendered, vehicle for which agreement is signed / work awarded. This amount will be returned only after satisfactory completion of contract period.
7. Tender will not be accepted from officials and relatives of officials of this institution.
8. The vehicle should be in the name of quotee.
9. Preference will be given to lowest rates with Newer Vehicle.

COMMON CONDITIONS

1. First (Kerala) registration of the vehicle offered as per attached **Annexure I**.
2. The contractor shall provide and keep the vehicles in good running condition and supplies of all road taxes, insurance etc. shall be paid and borne by him. The vehicles, when contracted will be kept at disposal of the NHM. If and when the driver is not available, the vehicle, if required may be operated by any one as nominated by the concerned officer.
3. Whenever the vehicle is taken for service, an alternate vehicle of the similar category and same model will have been provided by the contractor at his own cost within a responsible time.
4. In the case of an accident while the vehicle is being driven by the contractor's driver, all repairs shall be done by the contractor without any liability to NHM 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.

5. Rates, terms & conditions on contract quoted once accepted by NHM shall not be altered during the currency of the contract for any reason and shall be valid till the expiry of contract, from the date of award. There shall not be any price increases 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.
6. The log books shall be kept in the safe custody of the driver who shall get the same filled up for journeys under taken by the concerned officials. 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. It is the responsibility of the successful tendered that completed log book is made over to the controlling officer before the contract is terminated.
7. The tenders should execute an agreement with NHM to that effect in stamped paper worth Rs. 200/- before starting the contract.
8. The driver to be provided with uniform as required under the Kerala Motor Vehicles /RTO rules, which shall be worn by them all the time while alone duty. He should be well dressed, well behaved and professionally skilled to drive any make of vehicle. Any laxity of the behavior of the drivers shall be treated as breach of contract resulting in cancellation of contract and forfeited of EMD and security deposit.
9. The tender should be sent in sealed cover only, duly super scribed "**Tender for hiring of Vehicles,**", and should be addressed to **District Program Manager, Arogyakeralam, kollam**, so as to reach him not later than **12 pm on 27/10/2016**. The Tenders will be opened at **3.00 pm** on the same day in the presence of the tenderers who are present.
10. The rate should be quoted in the enclosed Performa (**Photocopy of the form cannot be used**) and quotation should be put in sealed cover.
11. No advance will be made and the payment will be made only on a monthly basis on presentation of bills after deducting statutory recoveries along with necessary certificates of usage.
12. If the services of the contractor are not satisfactory, NHM reserves the right to cancel the contract at any point of time without giving any reasons thereof.

13. In case of non-availability of the vehicles on any day the expenses incurred by the office in this regard for making alternate arrangement will be deducted from the contractor from his monthly hire charges payable to him by the company from this security deposit.
14. In the case of no provision of the 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 EMD and security deposit shall be forfeited and contract may not be continued and further.
15. Terms and conditions of contract quoted and accepted by the NHM shall not be altered during the contract period.
16. The meter indicating the kilometer run should be accurate and in working orders as per the regulation of the relevant regional transport authorities concerned. The mileage will start and terminate at office premises and no mileage will be allowed for any lunch or tea break.
17. Normally, the contract will be awarded to the lowest tendered, but NHM 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, NHM, Thiruvananthapuram or any other officer nominated by him for the purpose, and his decision shall be final and binding and provision of law relating to arbitration to the time being shall apply to such arbitration.
18. Any other information required may be had from the office of the District Program Manager, Arogyakeralam, Kollam on all working days between 10.00 am to 5.00 pm .
19. Balance kilometer if any shall be carry over to next months. Any month if kilometer run exceed monthly reading ie, the excess run shall be adjusted with next month.
20. Trip sheet in duplicate copy to be printed and serially numbered by the bidder as per prescribed format of NHM **Annexure II**, and should be handed over the same to the officer of the DPMSU, Kollam at the end of duty every day or next working day morning. The trip sheet without proper signature shall not be considered for

monthly payment. The releasing time of the vehicle is the time specified in the trip sheet duly signed by the last user of the vehicle.

21. Tender form attached herewith.(**Annexure III**)

22. Important Details

Cost of Tender Documents	-	Rs. 400/-
EMD (DPMSU Vehicle)	-	Rs. 2000/-
Tender form issuing date	-	03.10.2016, 10.00 am to 26.10.2016, 5.00 pm
Tender to be submitted on or before	-	27.10.2016, 12 pm
Tender opening date	-	27.10.2016, 3 pm

District Program Manager
Arogyakeralam Kollam

Annexure - I

SI NO	Institution Name	Program	Category of Vehicle	First Registration	Kilometer/Month	Number of Vehicle
1	DPMSU Kollam	School Health	Mahindra Bolero/TATA Sumo/Xylo/Tavera/ Innova or Similar vehicle(A/C)	2011	3000	1
2	DPMSU Kollam	NUHM Vehicle	TATA Sumo/ Toyota Etios / TATA Indigo / Honda Amaze (AC)	2011	2000	1
3	DPMSU Kollam	MMU Punalur	Mahindra Bolero / TATA Sumo / Xylo / Tavera or Similar Vehicle	2011	1500	1

Annexure - II

FORMAT OF TRIP SHEET

	Trip sheet Sl. No.....			Date.....			
1	Registration No. of Vehicle						
2	Name & Designation of the NHM Officer/Staff						
3	Purpose of Journey						
4	From			To			
	Place	Time	Starting Kilometer Reading	Place	Time	Closing Kilometer reading	Total Kms Run
5	Driver's Name & Signature						
	Signature of User						

NATIONAL HEALTH MISSION, KOLLAM
TENDER FORM FOR HIRING AC VEHICLES ON MONTHLY BASIS

1	Category of Vehicle	
2	Name Address and Phone No. of Tenderer	
3	Receipt No. And date of E.M.D	
4	Make	
5	Model	
6	Date of First Registration	
7	Vehicle Number	
8	Monthly charges for the Vehicle (as per the conditions stipulated)	
9	True Copy of Vehicle documents enclosed along with tender a. RC Book b. Insurance c. Taxi Permit d. Tax Token e. Fitness	

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

Signature

Name & address of the Tenderer

Place :

Date :

Witnesses:

1.

2.