



TERMS & CONDITIONS ENGAGEMENT OF PETROL VEHICLE FOR 2020-21

OFFICE OF THE SUPERINTENDENT, S.C.B. MEDICAL COLLEGE & HOSPITAL,
CUTTACK
(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)

Tel. No.: 0671 – 2414080
Fax No. : 0671 – 2414147

Bid Reference No. : CENTRAL STORE,
S.C.B. MEDICAL COLLEGE & HOSPITAL, CUTTACK

DATE OF COMMENCEMENT OF THE BID DOCUMENT : 01.01.2021 to 15.01.2021

LAST DATE & TIME OF RECEIVE OF BID DOCUMENTS : 18.01.2021 till 12:30 P.M

DATE OF OPENING OF BID DOCUMENT : 19.01.2021 at 12:30 P.M.

PLACE OF OPENING OF BID DOCUMENTS : Office of the Superintendent

AND
ADDRESS FOR COMMUNICATION S.C.B. Medical College Hospital,
AND Cuttack-753007, Odisha
RECEIPT OF BID DOCUMENTS

**OFFICE OF THE SUPERINTENDENT, SCB MEDICAL COLLEGE &
HOSPITAL, CUTTACK**

SALE OF TENDER / BID DOCUMENT

The Bidders (Registered Travel Agencies/ Tour Operators/Individuals) may download the Tender Documents directly from the WEBSITE i.e. "www.scbmch.in" from 01.01.2021 to 15.01.2021. The Tender cost fee of Rs. 200/- (Non-refundable) by way of separate Demand Draft drawn in favour "**Superintendent, S.C.B. Medical College & Hospital, Cuttack**" payable at **Cuttack** should be enclosed alongwith the Bid. The Bidders should specifically super scribe, "**DOWNLOADED FROM THE WEBSITE**" on the top left corner of the outer envelope containing the Bid. The terms and conditions of the tender can also available in the Central Store on depositing of money receipt worth Rs. 200/- in shape of cash. The Tender cost will be deposited in the Accounts Section of this hospital. The Tender cost fee and the EMD amount should be submitted separately. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website / Office of the undersigned before last date of sale of tender document the Superintendent, S.C.B. Medical College & Hospital, Cuttack shall have no responsibility for any delay / omission on part of the bidder.

- | | | |
|----|---------------------------|---|
| a) | Price of bidding document | Rs. 200.00
(Rupees Two hundred) only
(Non-refundable) |
| b) | Date for downloading | from <u>01.01.2021</u> to <u>15.01.2021</u> |

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

TERMS AND CONDITIONS FOR ENGAGEMENT OF HIRE VEHICLE IN SCB MEDICAL COLLEGE & HOSPITAL, CUTTACK

1. The sealed tender should be super scribed as tender for **hiring of Petrol Vehicle (Zest/ Tigor/Swift Dzire/ Xcent/ Etios)** and addressed to the Superintendent, SCB Medical College & Hospital, Cuttack.
2. Sealed tenders will be received on or before **Dt. 18.01.2021 till 12:30 PM** by the office of the Superintendent, S.C.B. Medical College & Hospital, Cuttack, Odisha through Regd. Post and speed post only. Any tender received after the due date & time will be rejected / returned unopened to the sender.
3. The Sealed tenders submitted by the bidders will be opened by the Superintendent, S.C.B. Medical College Hospital Cuttack in his office on **19.01.2021 at 12.30 PM**. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like. The authorized representative should produce an authorization letter from their respective bidders. There is no bar for opening the tender by the competent authority even if the Bidder of their representatives is not present.
4. An index of vehicle is to be attached in the 1st page of the Technical Bid indicating the list of all documents enclosed dully signed by the tenderer. The bidder should sign all the documents in each page.
5. The tender should be in "Two BID Type". All documents should be closed in a separate envelope super scribed as "TECHNICAL BID" and individual "PRICE BID" of each item should be furnished in a closer cover separately super scribed with name of the item. The both envelops should be closed in another envelop, which will be super scribed of TENDER FOR HIRE VEHICLE, S.C.B. MEDICAL COLLEGE HOSPITAL, CUTTACK.
6. The tenderer should furnish all necessary documents such as Valid Registration certificate, Fitness certificate, Insurance certificate and up to date payment of road tax, Taxi permit & Pollution Certificate. Attested photograph of driver and DL. Xerox copy of Pan card & GST registration certificate duly self attested relating to his / her / their firms along with the tender.
7. The Department/Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/injury made to any person or damaged to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigations.
8. The hire charges to be paid for monthly basis in final but does not include cost of petrol which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair replacement of spare parts, Lubricating oil of Engine, Gear Box & different Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
9. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
10. In case of break down for reason whatsoever the replacement of the vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
11. In case of vehicle do not report regularly, the Hospital Authority will be at liberty to reject the agreement and may engage vehicle from other source.
12. The vehicle shall report for duty for minimum of 25 days in a month.

13. In case of emergency, the driver will have to report for duty as per the requirement of the hirer. No extra payment shall be demanded.
14. Monthly hire charges and reimbursement towards cost of Petrol (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding months, as per as possible within 15 days of the submission of bills by the service provider and no advance payment will be made.
15. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
16. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
17. In case service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant 15 days notice before such withdrawal of service and termination of agreement.
18. If the bidder violates any of the terms of contract, Government shall be the Hospital Authority will take legal action as deem proper.
19. The hire charges and consumption of the fuel will not be exceeded to Rs. 26,000.00 per month excluding tax and 17 kms. fuel per liter.
20. Resolution of disputes:- In the event of any dispute or difference relating to the interpretation and/or application of the provision of this agreement, such dispute or difference shall be resolved through mutual consultation by the Secretary of the concerned Administrative department on behalf of Government of Odisha and the Authorized signatory of the Service providers.
21. The selected bidder will make an agreement with the Hospital Authority on non-judicial stamp paper as per Annexure-A.

EMD:

1. EMD shall be obtained from the all bidders.
2. Failure of submission of EMD as per bid documents shall result in rejection of Bid.
3. EMD of Rs. 5000/- should be paid in the form of Demand Draft from any Nationalized Bank and pleased in favour of Superintendent SCB Medical College Hospital Cuttack.
4. The EMD of the unsuccessful bidders will be returned back after finalization of Bid.

Suby Das
4/1/20

**Superintendent
SCB Medical College Hospital,
Cuttack**

Annexure - B**GENERAL INFORMATION FOR HIREING VEHICLES**

- i. Registration No. of the Vehicle :
- ii. Type of Vehicle(AC/Non AC :
- iii. Year of Manufacture :
- iv. Model :
- v. Date of registration :
- vi. Name & complete address of
the owner of vehicle :
- vii. Permit validity :
- viii. Insurance validity :
- ix. Name /Address of the Driver :
- x. D.L No. & Validity of DL if the Driver :
- xi. Proposed hire charge of the vehicle
per month excluding fuel cost :
- xii. Rate of fuel consumption/Millage
per litre :
- xiii. Contact Number of the Service
provider :

Certified that the information submitted above is true to the best of my knowledge and belief.

Seal & Signature of the Service Provider