

OFFICE OF THE DEAN AND PRINCIPAL, S.C.B MEDICAL COLLEGE, CUTTACK

SHORT TENDER NOTICE

Short Tender No. 5965

Dt. 05/07/2021

Sealed tenders are invited from the bidders for engagement of Petrol vehicle at SCB Medical College, Cuttack in the financial year 2021-22. The Tender will be opened on scheduled date and time in office of the undersigned in presence of the bidders or their authorized representatives. In the event of the date being declared as a holiday for Government of Odisha, the due date of submission of bids and opening of bids will be the next working day. The Bidders may download the Tender documents directly from this college's website available at <http://scbmch.in> and also can be obtained from the Budget Section of office of the Dean & Principal, S.C.B. Medical College, Cuttack. The cost of tender paper is Rs.500/- (Non refundable) by a bank draft/demand draft in favour of "**Dean & Principal, S.C.B. Medical College, Cuttack**" payable at Cuttack from any Nationalized Bank. Any tender received after the due date & time will be rejected and returned to the sender un-opened. The Tender will be received through **Regd. Post/ Speed Post** only. The authority reserve the right to reject any/ all the Tenders without assigning any reasons thereof.

1. Cost of Tender Paper : 500.00
2. Date of sale of tender Paper : 05.07.2021
3. Last date of receipt of Tender Paper : 15.07.2021
4. Detail of opening of the Technical Bid : 16.07.2021
5. Place of opening of Tender Paper : Dean & Principal's Office



Dean and Principal
SCB Medical College, Cuttack

OFFICE OF THE DEAN AND PRINCIPAL, S.C.B MEDICAL COLLEGE, CUTTACK

SHORT TENDER PAPER No. _____.

6. Cost of Tender Paper : 500.00
7. Date of sale of tender Paper : 05.07.2021
8. Last date of receipt of Tender Paper : 15.07.2021 (1.30 PM)
9. Detail of opening of the Technical Bid : 16.07.2021 (3.30 PM)
10. Place of opening of Tender Paper : Dean & Principal's Office



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SCB Medical College, Cuttack

**TERMS AND CONDITIONS FOR ENGAGEMENT OF HIRE VEHICLE IN SCB MEDICAL
COLLEGE, 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 Dean and Principal, SCB Medical College ,
Cuttack.
2. Sealed tenders will be received on or before **Dt. 15.07.2021 (1.30 PM)** by the office of the
Dean and Principal, S.C.B. Medical College, 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 Dean and Principal, S.C.B.
Medical College Hospital Cuttack in his office on **16.07.2021 at 03.30 PM**. The bidders 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 bidders. 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, CUTTACK.
6. The bidders 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 College 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 College Authority on non-judicial stamp paper .

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 Dean and Principal , SCB Medical College Hospital Cuttack.
4. The EMD of the unsuccessful bidders will be returned back after finalization of Bid.



Dean and Principal
SCB Medical College, Cuttack

Annexure -

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