OFFICE OF THE MEDICAL OFFICER INCHARGE, CHC CHANDABALI,
BHADRAK
BLOCK PROGRAMME MANAGEMENT UNIT
(Department of Health & FW, Govt. of Orissa)
E-mail ID:bpmucnb@gmail.com

Advt no: 75 Date: 09-04-18

REQUEST FOR PROPOSAL (RFP) FOR HIRING OF VEHICLES FOR MHT

Sealed proposal as per the Precribed RFP document are invited from interested eligible bidders (Individuals /Tour operators/ Travel agencies/Firm) for Hiring of 01 no. of vehicles for Mobile Health Team under RBSK on a monthly basis for the year 2018-19. The eligibility criteria, terms of reference and the formats for submission of Bid are set forth in the RFP document which can be downloaded from the website www.bhadrak.nic.in. Interested bidders fullfilling the eligibility criteria may submit their proposal(s) (with EMD and documents as per RFP. The bidders have to submit their proposal(s) office of the Medical Officer Incharge,Chandabali for which they want to BID. The details of proposal(s) complete in all respect superscribing "**Tender for hiring of vehicles on rental basis (Monthly) for MHT & the advertisement reference no**" on the envelope and should reach the office of the Medical officer Incharge, Chandabali **on or before 17-04-2018 (till 03.00PM) by Speed Post or Registered Post Only.** The technical and financial bids shall be opened at the office of the **Medical Officer I/C, CHC Chandbali on same date at 4.00 PM**. The authority reserves the right to reject any or all the proposals without assigning any reason thereof.

SD/- DR. A. K. KAR

Medical Officer I/C, CHC Chandabali,
Bhadrak

## SECTION –I

## Date & Time of Tender Submission and Finalization

RFP No. RBSK/ MHT/VEHICLES/ Dated:

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES AT BLOCK LEVEL UNDER RASHTRIYA BAL SWASTHYA KARYAKRAM (RBSK)

| | | |
|---|---|---|
| 1 | Period of Availability of RFP Document | From: 09-04-2018 to 17-04-2018<br><br>(Downloadable from website: www.bhadrak.nic.in) |
| 2 | Last date for submission of Tender | Date: 17-04-2018 Time: 3.30 P.M.<br><br>**Address: Medical Officer Incharge, CHC Chandabali**<br>**Dist. : Bhadrak**<br>***(Through Speed post or / and Registered post only).*** |
| 3 | Date, time and place of opening of Tender (Technical & Financial Bid) | **Date: 17-04-2018 Time: 4.00 P.M.**<br><br>**Place of Tender Opening: Meeting Hall, O/o Medical Officer I/C, CHC Chandabali**<br>***(Bidders / authorized representative may remain present at the time of opening of Tender)*** |
| 4 | Finalization of Comparative Statement by MO I/C, CHC Chandabali | **17-04-2018** |
| 5 | Issue of award of contract by the MO I/C, CHC Chandabali | **18-04 -2018** |
| 6 | Signing of agreement with MO I/C, CHC Chandabali | **18-04-2018** |

## SECTION -II

## INSTRUCTIONS TO BIDDERS

1. **Scope**

Interested bidders fulfilling the eligibility criteria may submit their bid.

2. ***Eligibility Criteria***

- Any private individuals/ Tour operators / Travel Agency / Society /Firm can participate in the tender process.
- The tender must be accompanied by **EMD of Rs.10,000/-(Rupees Ten Thousand Only)** in **technical bid** by way of demand draft, drawn on any Nationalized / Scheduled Bank in favour of Member Secretary, Rogi Kalyan Samiti, CHC Chandabali, Bhadrak, payable at SBI, Chandabali. Tenders not accompanied by earnest money will not be considered. EMD of unsuccessful tenders will be returned without interest on finalization of bid. EMD of successful tender will be retained as performance security & will be refunded on successful completion of the job without interest after the terms of the agreement.

**Note: Vehicles with only commercial registration shall be accepted.**

3. **Submission and Signing of Tender**

The tender will have to be submitted in two parts i.e. **Technical Bid (Cover-A) and Financial Bid (Cover-B)**. The formats & documents to be submitted in technical & financial bid are mentioned in the tender document. The bidders should submit their **technical** and **financial** bid **separately** in **two envelopes** and these two envelops should be put into **another cover envelop** superscribed as **"Tender for hiring of vehicles on rental basis (Monthly) & the advertisement reference No"**. The Technical & Financial Bid envelopes should be clearly marked as **Technical Bid** & **Financial Bid** on the top of the relevant envelopes. The tenders (Cover & inner envelops) should be addressed to:

The Medical Officer Incharge,
CHC, Chandabali, Bhadrak,
PIN:756133, Odisha.

*If the envelope is not sealed and not marked as mentioned above, then the O/o Medical Officer In charge, CHC Chandabali will assume no responsibility for the tender's misplacement or premature opening.*

The details of proposal(s) complete in all respect should reach the office of the Medical Officer Incharge, CHC Chandabali on **or before -17-04-2018 (till 03.00PM) by Speed Post or Registered Post Only**. *Telex, cable or facsimile tenders will be rejected.*

4. All the tenders received within the due date & time will be opened at **4.00 P.M on 17-04-2018**. The financial bid of those tenders shall be opened whose technical bid are found to be qualified.

**5. Content of the Tender Submission**

The sealed envelope shall contain the following:

1. EMD of **Rs.10,000/-** in the shape of a Demand Draft in favour of the Medical Officer In charge, Chandabali, Bhadrak
2. **Annexure-I** duly filled in
3. Documentary evidence (Photocopy) for all above details to be attached.
4. Any other details, the bidder like to include in the proposal.
5. **Annexure–II (Financial Bid)** with proper signature and seal of the bidder.

## SECTION –III

## TERMS OF REFERENCE

## Hiring of Vehicles for Mobile Health Teams (MHT) Under RBSK

### 1. What is RBSK:

The National Rural Health Mission is launching a new initiative of **Rashtriya Bal Swasthya Karyakram (RBSK),** a Child Health Screening and Early Intervention Services Programme to provide comprehensive care to all the children in the community.

**The objective** of this initiative is to improve the overall quality of life of children (0 – 18 years) through early detection of birth Defects, Diseases, Deficiencies, Development Delays and Disability. The high burden of these childhood ill health contributes significantly to child mortality, morbidity and out of pocket expenditure of the Poor families. Child Health Screening and Early Intervention Services envisage covering 30 Identified health conditions for early detection, free treatment and its management.

### 2. Mobile Health Teams under RBSK

**Under RBSK, Mobile Health Team (MHT)** will be formed for periodical child health screening at AWC, School and at +2 Junior colleges. The MMTs will cover at least once in a year to non-Residential Schools, bi-annually to Anganwadi centres and quarterly to Residential Schools. Per day each MMT will screen average 90 children at AWCs or 150 School /college students as per the prepared micro plan.

**The MHT will comprise** of two AYUSH Doctors (one male & one female), one Pharmacist and one ANM.

### 3. Location & Operational Area of MHTs

- **Each Mobile Health Teams (MHT)** will be allotted with a specific operational area under the Block CHC for visit of targeted institutions.
- The vehicle will be attached to the Block CHC at the **disposal of MO I/C.**
- **In case the Block CHC isn't located centrally,** then the MMT would be positioned in such a way that it covers its targeted institutions with minimal distance coverage.
- The hired vehicle will be stationed at respective health institution.

### 4. Essential Features of Vehicles to be engaged for MHT

- **The vehicle shall not be more than 5 years old** at the time of hiring / award of contract **from the initial registration.**
- The hired vehicles, during period of contract, shall have all necessary **valid MV documents such as:-** Valid Registration Certificate, Insurance certificate, fitness

Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.

- The vehicle should be compatible for installation of GPRS device like with digital speedometer and with central locking system.
- **The Department/ Office hiring the vehicle shall not be responsible for any damage/ loss** cause to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

**Specifications:** (as per Office Memorandum of Finance Deptt. No. 34085 /Fin-COD-MV-0007-2012, dated 29.09.2012)

| Type of Vehicles permissible to be hired | Make & Model | Minimum Average Mileage / Lit. for reimbursement purpose | Maximum Hire charges per month | Remarks |
|---|---|---|---|---|
| Non-AC Diesel driven vehicles having sitting capacity not less than 6 persons including driver. | Mahindra Max/ Marshal/ Bolero/Tata Sumo/Victa | 12 Kmpl | Rs. 15,000/- (However, rate will be fixed **for all vehicles** as per L1 rate of the respective block) | **Service Tax would be reimbursed separately over & above the hire charges.** |

- **The Driver of the vehicle must have a valid Driving License** for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- For effective coordination, the driver of the vehicle has to be provided with a **mobile phone by the Vehicle owner.**
- **The Driver** should have a clean track record without any history of conviction in the court of law.
- The vehicle will be connected with **GPRS by the Health department**. The GPRS equipment would be installed in the vehicle by the Health Department.

## 6. Major Features of Contract

- **Vehicle will be hired locally** on contractual basis. The contracts shall be initially for a period **of one year which may be extended up to 31st March 2020 subject to** satisfactory performance assessed by appropriate authority (Mo I/C of respective block CHC) every year.
- Any private individuals/ Tour operators / Transport Agency / Society /Firm can participate in the tender process.

- **The monthly rate of hire charge** shall be quoted separately in the price bid (excluding fuel and lubricants).
- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, VAT, parking fee, toll tax etc for which State Government or Rogi Kalyan Samiti (RKS) will not pay.
- **In case of breakdown** for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
- The Vehicles shall report for duty for **minimum of 26 days** in a month.
- The vehicles shall be required generally for **10 hours in a day** (8 AM to 6 PM)
- **In case of emergency**, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- The vehicle will be used exclusively for **RBSK related health services**.
- The driver will maintain a log book to track vehicle movement. The log book will be verified and checked by the Medical Officer of MHT and counter checked by the M.O I/C of block CHC/PHC on regular basis.
- NHM shall invest additional fund for branding & setting up of GPRS in these vehicles.
- If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the Member Secretary of respective Rogi Kalyan Samiti (RKS) for engagement of vehicle/s.
- All charges will be paid on monthly basis as per the terms of reference within fifteen days of the submission of bills by the service provider. No advance payment will be made in any circumstances.
- If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement. The Contract will also be **terminated in case of following reasons**;

    - ✓ If the **behaviour of the Driver** is not proper;
    - ✓ Any attempt to **tamper** the log book/GPRS device;
    - ✓ In case of the vehicle do **not report regularly;**
    - ✓ In case the driver of the vehicle is found to be convicted.

- In case the service provider intends **to withdraw the services** of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.

## 6 EMD/Security Deposit

- **Tenders shall have to deposit EMD of Rs. 10,000/-** (Rupees Fifteen Thousand only) per vehicle offered in the form of crossed Demand Draft/Pay Order in favour of Member Secretary, Rogi Kalyan Samiti, CHC Chandabali , along with their tenders. Tenders received without EMD will not be entertained / considered at all and will be rejected summarily. Tenders received along with EMD in the form of cheque/cash will not be accepted / considered and rejected. No interest would be paid on the EMD.

- **Forfeiture:** The EMD will be forfeited if the vendor withdraws or amends impairs and derogates from the tender or fails to execute duties on time as per ToR in any respect within the period of validity of tender.
- **Refund:** (i) EMD will be refunded to the unsuccessful tender within thirty days from the date of issue of work order to the successful tender and no interest would be paid thereon; and (ii) EMD of the successful tender will be converted into security deposit. No interest will be paid on the EMD/Security deposit.
- **Extension of EMD:** In case the contract signed with service provider (successful bidder) is extended beyond on year, on mutual consent, the service provider will have to submit fresh EMD for the extended period.
- **Refund of security deposit:** Will be refunded to the contractor after sixty days from the date of completion of the contract period and no interest would be paid thereon.

## 7. Tender Procedure:

- For timely completion of the tender process, **tender notice will be published centrally** by the State office indicating district wise requirement of vehicles on hire basis. However, **tender documents will be submitted at of respective Block CHC/ District Hospital**.

- **Sealed tenders** in the prescribed form duly super-scribed "Tender for Hiring of Vehicles for Mobile Health Team under RBSK" addressed to the Member Secretary, Rogi Kalyan Samiti, CHC Chandabali

- **The tender should be submitted** in the proforma given in Annexure-I and Annexure-II. It should be duly signed by authorized signatory on each page.

- **The Block Tender/Procurement** Committee will open technical bids and only invite the qualified technical bidders for opening of financial bids.

- **Late/delayed tenders** to any reason whatsoever will not be accepted/ considered at all under any circumstances.

- Comparative statement duly signed by Tender/Procurement committee will be **approved.**

- The agreement will be **executed between the RKS of respective Block CHC and the approved L1 bidder**.

- The monthly hiring charges of all vehicles required for the block will be fixed as per the L1 price of the respective block. If requisite number of vehicle is not provided by the L1 bidder, L2, L3, L4 and so on bidders shall be selected provided they match to the L1 rate.

- In case, no bid is received/ finalized for any block, vehicle may be hired on **daily basis as per prevailing market rate not more than Rs. 500/- per day excluding DOL, till finalisation of the tender.**

ANNEXURE-I

## Technical Bid for Hiring of Vehicle under RBSK

**Name of the District:**

| | | |
|---|---|---|
| 1. | Name of the Bidder | |
| 2. | Address & Telephone/Mobile No. | |
| 3. | E-mail of the contract person, if any | |
| 4. | ID Proof of the Individual / Registration certificate of the Organization (Photocopy) | |
| 5. | Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted) | |
| 6. | Details of Vehicle (s) enclosed **(Only vehicle with Commercial registration shall be accepted)**<br>• Date of Purchase-<br>• Make & Model-<br>• Registration No.-<br>• Insurance certificate<br>• Fitness Certificate,<br>• Up to date tax payment<br>Documentary evidence (Photocopy) for all above details to be attached. | |
| 7. | Declaration - I/We are not black-listed by any Central/State Government/Public Sector Undertaking in India. (To be furnished in non judicial stamp paper of worth Rs.10/- duly certified by Notary) | |

N.B: **EMD @Rs.10, 000/- per vehicle to be submitted**

Yours faithfully,

**(Signature of the Applicant)**
Name:
Designation:
Seal:

ANNEXURE-II

# Financial Bid

| Make & Model Vehicle | *Monthly Hiring Charges (Rs.) including all charges of the Driver (Exclusive of Fuel Cost & Service Tax) |
|---|---|
| | |

(*Pl. refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Section –III of the RFP)

Signature

Name (Firm/Company/Tour operator/Individual) _____

Date:

Place:

Seal _____