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**OFFICE OF THE SUPERINTENDENT, CHC AGARPADA,
BHADRAK
BLOCK PROGRAMME MANAGEMENT UNIT
(Department of Health & FW, Govt. of Orissa)
E-mail ID:-bpmu.bonth@gmail.com**



Advt No: 01

Date: 29.05.2023

REQUEST FOR PROPOSAL (RFP) FOR HIRING OF VEHICLES FOR MHT & BPMU UNDER NHM

Sealed proposal as per the Prescribed RFP document are invited from interested eligible bidders (Individuals /Tour operators/ Travel agencies/Firm) for Hiring of **02 nos. of vehicle for Mobile Health Team under RBSK on a monthly basis & 01 vehicle for BPMU on daily basis** for the year 2023-24. 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 fulfilling the eligibility criteria may submit their proposal(s) (with EMD and documents as per RFP. The bidders have to submit their proposal(s) to the Superintendent, CHC Agarpada 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" & "Tender for hiring of vehicle on Daily basis for BPMU office" separately & the advertisement reference no _____** on the envelope and should reach the office of the Superintendent, CHC Agarpada **on or before 12.06.2023 (till 03.30PM) by Speed Post or Registered Post Only**. The technical and financial bids shall be opened at the office of the the **Superintendent, CHC Agarpada on 13.06.2023 at 11 AM**. The authority reserves the right to reject any or all the proposals without assigning any reason thereof.

[Signature]
29/05/23
Sd/- Superintendent, CHC Agarpada, Bhadrak

Subsuperintendent
C.H.C. Agarpada
Dist-Bhadrak

SECTION -I

Date & Time of Tender Submission and Finalization

RFP No. RBSK/ MHT/NHM/VEHICLES/

Dated: 29.05.2023

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES AT BLOCK LEVEL UNDER RASHTRIYA BAL SWASTHYA KARYAKRAM (RBSK) & FOR BLOCK PROGRAMME MANAGEMENT UNIT(BPMU), NHM, AGARPADA CHC

1	Period of Availability of RFP Document	From: 29.05.2023 to 12.06.2023 (Downloadable from website: www.bhadrak.nic.in)
2	Last date for submission of Tender & address	Date: 12.06.2023 Time: 3:30 P.M. Address: Superintendent, CHC Agarpada, Dist.: Bhadrak <i>(Through Speed post or /and Registered post only) Any other method of Submission of document is not allowed.</i>
3	Date, time and place of opening of Tender (Technical & Financial Bid)	Date: 13.06.2023 Time: 11 A.M. Place of Tender Opening:- Meeting Hall, O/o Superintendent, CHC Agarpada (<i>Bidders / authorized representative may remain present at the time of opening of Tender</i>)
4	Finalization of Comparative Statement by Superintendent, CHC Agarpada	13.06.2023
5	Approval by CHC Procurement Committee & Communication to approved bidder	13.06.2023
6	Issue of award of contract by the Superintendent, CHC Agarpada	13.06.2023
7	Signing of agreement with Superintendent, CHC Agarpada	23.06.2023


Superintendent
C.H.C. Agarpada
Dist-Bhadrak

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.
- Should submit the required EMD @ **Rs.10, 000/- (Rupees Ten Thousand Only)** in technical bid by way of demand draft, drawn on any nationalized bank in favour of Rogi kalyan samiti, Agarpada, payable at Indian Bank, Agarpada. Tenders not accompanied by earnest money will not be considered. **EMD of unsuccessful tenderer will be returned without interest on finalization of bid. EMD of successful tenderer will be retained as performance security & will be refunded on successful completion of the job without interest after the terms of 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 and financial bid are mentioned in the tender document. The bidders should submit their **technical & financial bid separately** in two envelopes and these two envelopes should be put into **another cover envelope** super scribed as **"Tender for hiring of MHT vehicles/BPMU vehicle on rental basis (monthly & Daily as applicable) basis 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 tender (cover & inner envelopes) should be addressed to:

**The Superintendent,
CHC Agarpada,
At- Agarpada, Po- B.T. Pur, Dist - Bhadrak
PIN-756115, Odisha**

If the envelope is not sealed and marked as mentioned above, then the O/o the Superintendent, CHC Agarpada will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

nmh'
29/05/23
Superintendent
C.H.C. Agarpada
Dist-Bhadrak

The details of proposal(s) complete in all respect should reach the office of the Superintendent, CHC Agarpada on or **before 12.06.2023(till 3:30 pm)** 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 **11 AM on 13.06.2023**. ***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/-** only in shape of demand draft (separately for **each vehicle** they want to offer) **in the envelop of technical bid** in favour of **Rogi Kalyan Samiti, Agarpada, Bhadrak**. The tender not accompanied by the EMD will not be considered. EMD of the unsuccessful bidders will be returned without interest on finalization of bid. EMD of the successful bidder(s) will be retained as performance security and will be refunded on successful completion of the job without interest after the terms of the agreement.
2. **Annexure-I (Technical Bid)** duly filled in to be submitted with
3. Documentary evidence (Self attested Photocopy) for all above details (as per Annexure - 1) 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.

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29/05/23
Superintendent
C.H.C. Agarpada
Dist-Bhadrak

Superintendent
C.H.C. Agarpada
Dist-Bhadrak

SECTION -III

A. TERMS OF REFERENCE OF HIRING OF VEHICLES (MONTHLY BASIS) FOR MOBILE HEALTH TEAMS (MHT) UNDER RBSK

1. What is RBSK:

The National 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.

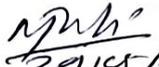
[Signature]
29/05/23
Superintendent
C.H.C. Agarpada

- 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	12 Km/Pl.	Rs. 20000/- (Twenty thousand) {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.


 29/09/23
 Superintendent
 C.H.C. Agarpada
 Dist-Bhadrak

B. TERMS OF REFERENCE FOR HIRING OF VEHICLE (DAILY BASIS) FOR BPMU OFFICE

Essential Features of Vehicles to be engaged for BPMU Vehicle

- The commercial light diesel/petrol vehicles on Daily basis will be used by BPMU, NHM for its daily official work and carrying officials to Govt. Offices/ Departments, programme sites at different villages and other offices at different places across the State.
- The period of contract shall initially be for one year with effect from the date of signing of contract.
- In case of vehicle on a daily basis, the daily rate (rate/Km, rate/hour) for providing the vehicle is inclusive of the cost of fuel (Diesel), Lubricants (Mobil), cost of tyres & tubes, consumables, all major and minor maintenance work with spares and all payments towards driver's salary, his fooding cost, overtime and mobile phone to the driver.
- GST should be clearly mentioned separately in terms of Percentage in the designated places in the Annexure - II. However, these are not to be taken into consideration for evaluation purpose.
- The vehicle shall not be more than 5 years old at the time of hiring / award of contract from the initial registration
- Any private Individuals /Tour operators/ Travel agencies/ Firm can participate in the tender process.
- The daily rate of hire charge shall be quoted separately rate per KM in the price bid (including fuel).
- 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 BPMU will not pay.
- The hired vehicles, during bidding process and 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 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

[Signature]
Superintendent
C.H.C. Agarpada

property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

Specifications: Daily Hiring

Type of Vehicles permissible to be hired	Make & Model	Maximum Hiring charges on daily basis (per day)	Remarks
AC Diesel/Petrol driven vehicles having sitting capacity not less than 6 persons including driver.	Bolero/ Scorpio/ Innova/ Tavera or similar type of vehicle	Maximum not more than 800/- per day or L1 rate & DOL/POL per lit/10KM	Hiring charges daily basis inclusive of GST.

- 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 for which no extra payment shall be made.
- The Driver should be well-behaved, disciplined, well dressed and should have a clean track record without any history of conviction in the court of law.
- The agency is required to provide clean vehicle with good quality clean seat covers.

5. Major Features of Contract

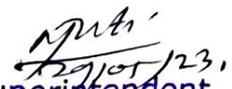
- **Vehicle will be hired locally** on contractual basis. The contracts shall be initially for a period of **one year and it is the sole discretion of the authority to extend the period of contract order beyond the agreement period subject to satisfactory performance** assessed by appropriate authority on completion of the contract period, until fresh tender process for the succeeding year is finalized.
- 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 for RBSK vehicle and for BPMU, the duty of vehicle is as & when required.

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29/10/23,
Superintendent
C.H.C. Agarpada
Dist-Bhadrak

- 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 Agency is liable to provide vehicles during office hours and beyond office hours on all working days.
- The vehicle will be used exclusively for **RBSK/BPMU office 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 Superintendent of block CHC on regular basis in case of RBSK vehicle & in case of BPMU vehicle the log book will be verifies & checked by the Nodal Officer & counter checked by the Superintendent of the Block CHC on regular basis.
- NHM shall invest additional fund for branding & setting up of GPRS in these vehicles for RBSK vehicle. But in case of BPMU vehicle no branding & setting up of GPRS required.
- 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.
- 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.

Payment: -

- Payment shall be made on monthly basis after submission of bill in triplicate along with the daily logbook and duty slip signed by the designate authority/visiting officer. In case of daily basis (Local & long), duplicate duty slips have to be maintained and one slip has to be retained by the officers using the vehicle with noting of stating/closing Kilometers and time and signature on the duty slip (both original & duplicate)
- 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.


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 Dist-Bhadrak

- In case no replacement is provided in time, the authority shall have the right to hire a vehicle from the market and additional cost incurred by the authority shall be borne by the agency.
- The agency shall provide substitute well in advance. If for any reason the driver is unable to attend the duty on any date/time, the payment in respect of the overlapping period of the substitute shall be borne by the agency. In case no substitute is provided in time the authority shall have the right to hire a vehicle from the market and any additional expenditure incurred by authority shall be borne by the agency.

Arbitration: -

Superintendent, CHC Agarpada and the selected agency will make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in connection with the work assigned.

6. EMD/Security Deposit

- **Tenders shall have to deposit EMD of Rs. 10,000/-** (Rupees Ten Thousand only) per vehicle offered in the form of crossed Demand Draft/Pay Order in favour of Rogi Kalyan Samiti, Agarpada, 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 EMD submitted will be considered 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.

Important Points: -

- All vehicles to be provided should be diesel commercial vehicles only.
- The vehicles to be provided should not be more than 5 years old.
- For providing the vehicle on a monthly basis, the monthly rate (excluding diesel cost) should include the cost of tyres, tubes, battery & consumables, all major and minor maintenance work with spares and all payments towards driver's salary, his fooding cost, overtime and mobile phone.

Signature
 Superintendent
 C.H.C. Agarpada
 Dist-Bhadrak

- For providing the vehicle on a daily basis (long & local tour), the rate per/KM should include the cost fuel (diesel), Lubricants(Mobil), Tyres & Tubes, consumables, all major & minor maintenance work with spares and all payments towards driver's salary, his fooding cost, overtime & mobile phone (for incoming calls).
- A bidder can submit bid for one or both types of services (Monthly/Daily basis).
- The lowest evaluated bid shall be decided based on the lowest evaluated price bid for each type of vehicle in both the category (Daily & Monthly basis) and the L1 bidder shall be decided accordingly.
- There may be empanelment of two or three agencies for the vehicles on daily basis (to be decided by the tender inviting authority based on requirement of the type of vehicle), if after price negotiation, the L2/L3 agencies agree to the L1 price. If the successful bidder fails to execute the order, the performance security of the bidder will be forfeited and the bidder will be debarred for three years for participating any bidding procedure under Superintendent, CHC, Agarpada.

7. Tender Procedure:

- **Sealed tenders** in the prescribed form duly super-scribed "Tender for Hiring of Vehicles for Mobile Health Team under RBSK" addressed to the **Superintendent, CHC Agarpada**.
- Evaluation shall be done separately for daily basis & monthly basis.
- **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 Superintendent and the approved L1 bidder**.
- The monthly hiring charges of vehicle 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 of daily basis, the comparative statement shall be prepared on the basis of per K.M. quoted. The lowest bidder(s) has to agree to the other charges like lowest halting charge, night halt, extra KM rate etc. offered by other bidders in the tender.
- In case, no bid is received/ finalized for block, vehicle may be hired on **daily basis as per prevailing market rate not more than Rs. 800/- per day excluding DOL, till finalisation of the tender**.


 Superintendent,
 C.H.C. Agarpada

Technical Bid for Hiring of Vehicle under RBSK/BPMU

1.	Name of the Bidder			
2.	Address & Telephone/Mobile No.	Address:		
		Mob.no:		
3.	E-mail of the contract person, if any	E-mail ID:		
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) <ul style="list-style-type: none"> • Date of Purchase- • Make & Model- • Registration No.- • Insurance certificate • Fitness Certificate, • Up to date tax payment Documentary evidence (Photocopy) for all above details to be attached.	Vehicle 1	Vehicle 2	Vehicle 3
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

DECLARATION: -

I/We hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above are full and correct to the best of my/our knowledge. I/We understand that in case of any deviation/false information in the above statement at any state, our firm/Agency will be black listed/debarred and will not have any dealing with your organization in future.

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

Handwritten Signature
 22/05/23
 Superintendent
 C.H.C. Agarpada
 Dist-Bhadrak

Financial Bid**A. RBSK VEHICLE (MONTHLY BASIS)**

Make & Model Vehicle	Minimum Average Mileage /per K.M	*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)

B. BPMU VEHICLE (DAILY BASIS)

Sl.No.	Type of Vehicle	Rate per Day & No. of KM. per lit
1	Bolero/Scorpio/Innova/Tavera or Similar type of vehicle	
2	Swift Desire or Similar type of vehicle	

Signature

Name (Firm/Travel agencies/Tour operators/Individuals) _____

Date:

Place:

Seal _____

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 Superintendent
 C.H.C. Agarpada
 Dist-Bhadrak