

**Request for Proposal (RFP) document for Hiring of
vehicles under Rastriya Bal Swasthya Karyakram (RBSK)
MHT-2**

PART-I

0/0- The Medical Officer I/c, CHC – Lamtaput

At/- Lamtaput Dist- Koraput.

Hiring of a multi utility A.C. / Non A.C four wheeler vehicle (MAHINDRA BOLERO, SCORPIO, Maruti Suzuki Ertiga/XL6) only for engagement at BPMU, CHC, Lamtaput, Koraput on contract basis.

**MEDICAL OFFICER INCHARGE,
CHC, LAMTAPUT, KORAPUT**

Tel: 068868-272233/9439990524

Tender Reference No:

Dated:_____

TENDER DOCUMENT

FOR

Hiring of multi utility A.C. / Non A.C four wheeler vehicle (MAHINDRA BOLERO, SCORPIO, Maruti Suzuki Ertiga/XL 6) only for engagement at BPMU, CHC, Lamtaput, Koraput on contract basis

Address for Correspondence-

OFFICE OF THE

**MEDICAL OFFICER, INCHARGE, BPMU, CHC,
LAMTAPUT, KORAPUT**

**At/Po-Lamtaput, Dist- Koraput, Odisha
Pin-764081.**

MEDICAL OFFICER, INCHARGE, CHC, LAMTAPUT, KORAPUT

SECTION-4

Date & Time of Tender Submission and Finalization

Letter No. _____

Dated: _____

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES
AT LEVEL UNDER RASHTRIYA BAL SWASTHYA KARYAKRAM (RBSK), MHT-2

1.	Period of Availability of RFP Document	From 09.11.2023 to 28.11.2023 Receive the form BPMU, O/o: Medical Officer I/c, CHC, Lamtaput
2.	Last date for submission of Tender & address	Date: 28/11/2023 Time : 5.00 pm Address: BPMU, O/o: Medical Officer I/c, CHC, Lamtaput At/ Post: Lamtaput Dist.: Koraput (Through speed Post/Registered Post/Courier)
3.	Date, time and place of opening of Tender (Technical & Financial Bid)	Date: 30.11.2023, Time 11.00 am Place of the Tender Opening: O/o: Medical Officer I/c, CHC, Lamtaput (Bidders / authorized representative may remain present at the time of opening of Tender)
4.	Finalization of comparative Statement by MO IC CHC Lamtaput	Date: 30.11.2023
5.	Approval by Block procurement committee & communication of approved list of successful bidders for engagement	Date: 30.11.2023
6.	Issue of award of contract by the MO I/c	Date: 30.11.2023
7.	Signing of agreement	Date: 01.12.2023

SECTION-II

INSTRUCTIONS TO BIDDERS

1. Scope

Interested bidders fulfilling the eligibility criteria may submit their bid **separately for one or more than vehicle of their interest.**

The vehicle (s) engaged as per tender reference no.

2. Eligibility Criteria

- i. Any private individuals/Tour Operators/Travel Agency / Society / Firm can participate in the tender Process.
- ii. Should submit the required **EMD @ Rs. 10, 000/-** for each vehicle offered.

Note: Vehicles with only commercial registration shall be accepted.

3. Submission and signing of Tender

Interested eligible bidders may submit their bid. The bidder submitting **bid** with **EMD & documents** as set forth in this RFP document **at the office of the Medical Officer I/c, BPMU, CHC- Lamtaput Koraput**, the details of which is mentioned in Section IV : Schedule of Tender submission.

4. Packing, sealing and Marking of Bid

- i) The **sealed envelope** containing the Annexure- I, photocopy of the required documents & Annexure - II should clearly be **super scribed** with the following:

Tender for "Hiring of vehicles under Rashtriya Bal Swasthya Karyakram (RBSK)", MHT-2.

- The bidder's name & address shall be mentioned in the left hand corner of the envelope.
 - The envelope shall be **addressed** to the Medical Officer I/c, BPMU, CHC, Lamtaput. Koraput, Odisha for which they want to bid (as mentioned at section - IV: Schedule of Tender Submission)
- ii) If the envelope is not sealed and marked as mentioned above, then the **O/o Medical Officer I/c, BPMU, CHC – Lamtaput, Koraput** will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

5. Content of the Tender submission

The sealed envelope shall contain the following:

- a) **EMD of Rs. 10,000/-** in the shape of a Demand Draft in favour of the Rogi Kalyan Samiti, CHC-Lamtaput Koraput payable at Machhkund (of Tender submission for which the bidder is interested to bid).
- b) **Annexure-I** duly filled in
- c) Any other details, the bidder like to include in the proposal.
- d) **Annex-II (Financial Bid)** with proper signature and seal of the bidder.

The bidders have to submit their proposal (s) **to the Medical Officer I/c, BPMU, CHC- Lamtaput, Koraput.**

SECTION-III

TERMS OF REFERENCE

Hiring of Vehicles 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 Team 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 MHTs 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 schools / college students as per the prepared micro plan.

The MHT will comprise of two AYUSH Doctors (one male & one female), one pharmacist & 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 1/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 Letter No. 1179/DPMU/NHM/KPT, DATED 19-04-2023, DPMU, O/F CDM & PHO, KORAPUT)

Type of Vehicles Permissible to be hired	Make & Model	Minimum Average Mileage/ Lit. For reimbursement	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. 22, 000/-	There is budget provision of Rs. 31.000/- per month (Including DOL of Rs. 9000/- per month) .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 convection in the court of law.
- The vehicle will be connected with **GPRS by the Health Department**. The GPRS by the equipment would be installed in the vehicle by the Health Department.

5. Major Features of Contract

- Vehicle will be hired locally on contractual basis. The contract shall be initially for a period of one year which may be extended up to **next one year** subject to satisfactory performance assessed by appropriate authority (MO I/c) 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 CHC Lamtaput 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 vehicle 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 MO 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 with in 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 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 services and termination of agreement

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 , CHC Lamtaput, Koraput, payable at SBI Machhkund** 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 district office indicating block wise requirement of vehicles on hire basis. However, **tender documents will be submitted at district of respective Koraput CDMO.**
- **Sealed tender** in the prescribed form duly super-scribed "Tender for hiring of vehicles for Mobile Health Team under RBSK" addressed to the Medical Officer I/c, BPMSU, CHC, Lamtaput Koraput.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorized signatory on each page.
- **The Block procurement** committee will open technical bids and only invite the qualified technical bidders for opening of financial bid.
- **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 MOIC Block CHC and approved L1 bidder.**

- The monthly hiring charges of all vehicles required for the block will be fixed as per the LI 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 LI 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 finalization of the tender.**

Annexure – I

Technical Bid for Hiring of Vehicle under RBSK-MHT-2

Sl. No.	Particulars	Descriptions
1	Name of the Bidder	
2	Status of the Bidder (Travel Agent / Private Organisation/NGO/Individual)	
3	Detail Address with Phone no. of bidder	
4	Registration Certificate in case of (Travel Agent / Private Organisation/NGO) (Proof to be attached)	
5	Annual Turnover in case of (Travel Agent / Private Organisation/NGO) (Last 3 years Income Tax Return to be attached)	F.Y.-2022-23
		F.Y-2021-22
		F.Y-2020-21
6	GST CERTIFICATE (Proof to be attached)	
7	PAN Detail (Proof to be attached) for all category of vendors	
8	No. of Vehicle available including bid vehicle	
9	No. of drivers employed by the organisation. (Proof of Driving License to be attached)	
10	Vehicle Details (All proof to be attached and originals to be produced within one day of selection. No time extension will be allowed. Non submission will be liable for discard without any further opportunity and next lowest bidder may be considered.)	Name of Owner
		Year of Manufacturing
		Registration No.
		Commercial License
		Fitness Certificate
		Road tax Clearance up to
		Validity of Insurance up to
11	Price Details	Monthly Hiring charges (Including all incidental charges Max Rs. 22,000/-)
		Mileage Covered per litre DOL(minimum 12 KM/Lit of HSD)

I/We hereby declare that above information given by me/us are true complete and correct to the best of my/our knowledge and belief. In the event of any information found false or incorrect before or after selection my candidature will be cancelled and appropriate action can be taken by the authority. I/We am/are also declare that, I/We am/are not involved in any major litigation that may have an impact affect or compromise the delivery of services as required under this tender and I/We are not black listed by any Central/State government/Public Sector Undertaking in India.

Signature of the bidder

Annexure – II**Financial Bid**

Rate quoted for hiring of vehicle to be used as RBSK(MHT-2)

Registration No.	
Monthly hiring charges with Driver without any Km. coverage restriction. Subject to maximum:- RBSK(MHT-2)- Rs. 20,000/-	
K.M per Liter	12

DECLARATION

I am/we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.

I am/we are not black-listed by any Central/State Government / Public Sector Undertaking in India.

Signature

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

Date:

Place:

Seal _____