



**OFFICE OF THE MEDICAL OFFICER I/C,
CHC NANDAPUR DIST: KORAPUT**



E-mail: nhm.chcnandapur@gmail.com

Phone no-06868-291067 /9439990527

Letter No. 360 /BPMU/CHC, Nandapur

Dt: 3/6/25

Short Tender Call Notice

Sealed tenders are invited form from Travel Agencies / Private Organizations / NGOs / Individuals for hiring of a multi utility A.C. / Non A.C four wheeler commercial vehicle (MAHINDRA BOLERO, SCORPIO, Maruti Suzuki Ertiga/XL 6) only for engagement at BPMU, CHC, Nandapur, Koraput on contract basis. Details regarding the terms & conditions and formats available at Office of the Medical Officer Incharge, CHC Nandapur. The tenders should reach the office of the undersigned by 17/06/25 till 04.00 A.M/PM only via **Speed or Registered post**. The tednder will be opened on dtd. 18/06/25 at 11.00 A.M/P.M. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.


3/6/25
Medical Officer Incharge
CHC, Nandapur, Koraput
Sr. Class-I
CHC Nandapur, Koraput



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Medical Officer Incharge
CHC, Nandapur, Koraput
CHC Nandapur, Koraput

Date: 3/6/25

Memo No: 362 /BPMU/CHC, Nandapur

Copy submitted to the Deputy Director, I&PR Deptt. Odisha Bhubaneswar for publication of advertisement in One widely circulated Odia daily news papers (All Odisha Edition) & submit the bill to the undersigned as per I & PR rate.


Medical Officer Incharge
CHC, Nandapur, Koraput
CHC Nandapur, Koraput

Date: 3/6/25

Memo No: 363 /BPMU/CHC, Nandapur

Copy forwarded to DIO, NIC Koraput for favour of information and requested to upload in Koraput District website (www.koraput.odisha.gov.in).


Medical Officer Incharge
CHC, Nandapur, Koraput
CHC Nandapur, Koraput



**OFFICE OF THE MEDICAL OFFICER I/C,
CHC NANDAPUR DIST: KORAPUT**



E-mail: nhm.chcnandapur@gmail.com

Phone no-06868-291067 /9439990527

Memo No: 364 /BPMU/CHC, Nandapur

Date: 31/6/25

Copy to the Notice Board of Block Office /Tahasil Office, Nandapur, Koraput for wide circulation.


**Medical Officer I/C
in charge
CHC, Nandapur, Koraput**

Memo No: 365 /BPMU/CHC, Nandapur

Date: 31/6/25

Copy submitted to the CDM & PHO cum DMD, Koraput for favour of kind information.


**Medical Officer in charge
Class-I
CHC, Nandapur, Koraput**

**OFFICE OF THE MEDICAL OFFICER I/C
CHC NANDAPUR, KORAPUT**

Tel: 06868-291067/9439990527

Tender Reference No- 360

Dated- 03/06/25

TENDER DOCUMENT

FOR

**Hiring of of multi utility A.C. four wheeler
vehicle (MAHINDRA BOLERO,
SCORPIO, Maruti Suzuki Ertiga/XL 6) only
for engagement at BPMU, CHC NANDAPUR,
DIS- KORAPUT on contract basis**

**Address for Correspondence-
OFFICE OF THE MEDICAL OFFICER I/C
CHC NANDAPUR, (NANDAPUR)**

**At/Po-NANDAPUR, Dist- Koraput, Odisha
Pin-764037.**

TERMS & CONDITIONS FOR HIRING OF VEHICLE

1. The tender documents may be downloaded from www.koraput.nic.in
2. *The bidders may send their Bid documents in the prescribed format through **Speed post / Registered post only to** OFFICE OF THE MEDICAL OFFICER I/C CHC NANDAPUR, PIN-764037* The envelope must be super scribed with “ **Tender for Hiring of vehicle For RBSK ,O/o: MOIC CHC NANDAPUR** ”
3. The last date for receipt of bids through *Speed post / Registered post* by the undersigned is 17/06/25 (04.00 P.M) and the bids will be opened on 18/06/25 (11.30 A.M.) at the office chamber of the MOIC CHC NANDAPUR.
4. The bidders are requested to submit the separate sealed envelope and it must be super scribed as “ Financial Bid Document” for financial bid and “ Technical Bid Document” for technical bid to be kept in a separate envelope super scribed as “**Tender for Hiring of Vehicle for RBSK, O/o: MOIC CHC NANDAPUR**” with detail addresses & phone no.
5. The authority will not be held responsible for any postal delay or missing of the bid. The incomplete application in any form is liable for rejection.
6. *EMD amounting Rs. 5,000/- (Rupees Five Thousand) only must reach to the address mentioned above by 17/06/25 (04.00 P.M.) in shape of A/c Payee Demand Draft drawn in favour of “**ROGI KALYANI SAMITI,CHC NANDAPUR**” payable at SBI, SEMILIGUDA BRANCH Along with the tender Document.*
7. The bidders who opt for clause-11, an additional committment security of Rs. 5,000/- shall be deposited as per mode of deposit mentioned in clause-6.
8. The EMD shall be refunded to the unsuccessful bidders within 7 days of completion of the process, and to the successful bidder on completion of the term. The same will be forfeited on the event of non compliance.
9. **Vehicle must not be more than 3 years old at the time of advertisement.**
10. The vehicle should have valid – Registration, Commercial permit, Insurance coverage, Fitness certificate and Road tax clearance.
11. The person other than owner can also apply with due power of attorney/agreement from the owner which needs to be attached to the bid document.
12. The vehicle to be engaged should not belong to any employee of NHM/Health Department.
13. Maintenance and all the taxes of the vehicle will be borne by the owner (Except toll tax, entry tax, permit fee, parking charge etc.)
14. Newer vehicles will be preferred over the older ones within a rate difference of 5% of the lower rate.
15. Bidder or their authorized agents may be present at the time of opening of the tender and the tender committee can ask for presentation of the vehicle for examination at any time during selection.
16. The preference will be given to local bidder or bidder having office in the concerned area at the time of equal lowest financial rate.
17. The vehicle on selection has to remain in the campus of the MOIC office with the Driver available at CHC HQ 24x7.
18. The vehicle has to be available office on all working days. But in exceptional cases it may be called for on holidays on case to case basis for which no extra cost will be paid.
19. **Owner must make alternative arrangements if regular vehicle/driver is not available or the vehicle become off road.**

20. The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the vehicle but excludes the cost of fuel (Diesel) only which will be borne by the office.
21. No advance payment will be made by the authority to the party. The billing will be done on a monthly basis and it should be submitted by the party by the first week of the following month. The payment will be made only to those who have log books and duty slips which have been duly signed by the authority or any authorized officer. It will be the responsibility of the driver to get approved log book and duty slips for each occasion of journey signed by the authority or any authorized officer on day to day basis.
22. The vehicle will stay in the concerned office premises.
23. No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behavior etc.
24. The vehicle should be well cleaned and the seats should be wrapped with towels.
25. If during the course of engagement of the vehicle any accidents etc, occurred either to vehicle or to the third party, authority will not be responsible and any liability arising out such accident will be the responsibility of the party only.
26. There will be an agreement between authority and party for availing the services. Either party can discontinue the service with 1 month prior intimation to other party.
27. In case of the service executed is not to the satisfaction then the authority shall issue show cause notice to the party to comply the conditions as mentioned in the agreement. In case of non-compliance, the authority may terminate the agreement and also can forfeit any amount due to party.
28. The tenderer must have to send all the photo copies or (Proof to be attached) of above required document & Original Tender Booklet with Conditions and Proper full signed by the tenderer at the bottom of each page with his official seal duly affixed With the technical bid document.
29. Vehicles with only commercial registration shall be accepted.
30. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.


Medical Officer, CMC Nandapur
Sr. Class-I
CMC Mandapur, Koraput

**BID DOCUMENT FOR HIRING OF VEHICLE ON *MONTHLY BASIS* FOR *RBSK VEHICLE*, NHM, O/o:
MOIC, CHC NANDAPUR**

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 with last GST filing)		
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