

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR

Letter No. 3979

Date. 06.10.2020

TO

The Advertising Manager

The Samaj & The Prameya

(Through Local Correspondent)

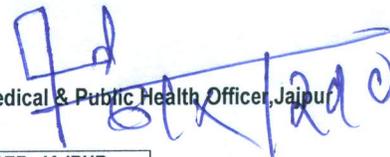
Sub: Publication of attached advertisement matter in your esteemed newspaper.

Sir,

Please find enclosed here with the copy of the advertisement matter to be published in your newspaper as per the details given below.

Size of advertisement : 10cm X 6cm
Date of Publication : 07.10.2020
Cost of advertisement : As per the I & PR rate.
Mode of Payment of the advertisement : After publication and submission of the copy
Publicity Coverage : All editions in a single Day.

Yours Faithfully,

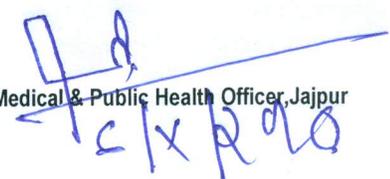

Chief District Medical & Public Health Officer, Jajpur

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR	
TENDER CALL NOTICE	
Letter No 3980	Dt. 06.10.2020
Sealed tenders are invited by the ZillaSwasthyaSamiti, Jajpur from private individuals/Tour Operators/Travel agencies/Society / Firm for monthly basis hiring of vehicles to be engage at District Mental Health Programme, Jajpur.	
The detail regarding bidding format, terms and conditions may be downloaded from District website i.e. www.jajpur.nic.in . The tenders should reach the office of the undersigned by 20.10.2020 (till 12:00 Noon) through Speed Post or Registered Post or Courier Service only. The tender will open on the same day at 4 P.M at office chamber of the undersigned in presence of the bidders/ their authorized representatives. The undersigned is not responsible for any kind of postal delay and reserves all rights to cancel any or all the tender at any stage of selection/finalization process without assigning any reason thereof. Any typographical error may be exempted.	
Sd/- Chief District Medical & Public Health Officer, Jajpur	

Memo No 3981 /

Dated the 06.10.2020

Copy forwarded to the District Information Officer NIC Jajpur for information with a request to publish the attached matter in District website from Dtd.07.10.2020 to Dtd.20.10.2020 till 12.00 Noon for wide publicity.


Chief District Medical & Public Health Officer, Jajpur

**TERMS & CONDITIONS FOR HIRING OF VEHICLE ON MONTHLY BASIS FOR
DMHP, JAJPUR.**

- Any private individuals/ Tour operators / Travel Agency/ Society/ Firm can participate in the tender process.
- The interested bidders may download the tender documents from the website www.Jajpur.nic.in.
- The vehicle will be hired on monthly basis and to be branded as "Mobile Mental Health Van" which will move throughout the district as per the route chart.
- The vehicle must contain one mike set to play the audio spot regarding COVID-19 do's and don'ts & upscale awareness about good mental health.
- The details of proposal must be complete in all respect and super scribed "Tender for hiring of vehicles on Monthly basis for DMHP Unit, Jajpur."
- The interested bidder must submit bids with EMD & documents at the office of the CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER of Jajpur District by Speed Post/ Regd. Post/ Courier Service.
- The tenderers shall have to submit the bids in two parts i.e. Technical Bid (Annexure – I) and Financial Bid (Annexure – II). The formats and documents to be submitted in technical & financial bid are mentioned in the tender documents. The bidder should submit their technical & financial bid separately in two envelopes and these two envelopes should be put into another cover envelop super scribed as "Tender for hiring of vehicles on Monthly basis for DMHP Unit, Jajpur". 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 envelopes) should be addressed to:
***The Chief District Medical & Public Health Officer
District Head Quarter Hospital (DHH)
Jajpur – 755001***
- The tender must be accompanied by EMD of 5,000/- in Technical bid by way of Demand Draft, drawn on any Nationalized / Scheduled Bank in favour of NMHP A/C payable at Jajpur. Tenders not accompanied by earnest money shall not be considered. EMD of unsuccessful tenderers shall be returned without interest on finalization of bid. EMD of successful tenderer will be retained & will be refunded on successful completion of the job without interest.
- The monthly rate of hire charge shall be quoted separately in the price bid including all charges of the Driver (Excluding Fuel Cost).
- The financial bid shall be opened whose technical bid are found to be qualified.
- The period of contract shall initially be for six months with effect from the date of signing of contract.



- The vehicle should have valid – Registration, Commercial permit (Contract Carriage Permit), Insurance coverage, Fitness certificate, Pollution clearance certificate and Road tax clearance.
- The vehicle on monthly basis shall not be more than 2 years old from the initial registration as on the date of publication of advertisement and also in good running condition during the period of contract. In case of non availability, the vehicle having age upto 3 years may be considered.
- The type of vehicle must be of TUV300/Bolero/ Sumo Gold/ Ertiga model with AC. Bidder applying with higher model of vehicle may be considered / preferred.
- Maintenance and all the taxes of the vehicle will be borne by the owner.
- The vehicle which shall be engaged should be free from any outstanding dues with the RTO/STA.
- The vehicle must not be used for any other purpose other than mental health services.
- Salary of the driver will paid by the owner. The fuel cost initially will be borne by the party and reimbursed from authority through bill.
- The Driver of the vehicle must have a valid Driving License and should be sufficiently experienced in driving transport passenger vehicle.
- In case of vehicle on a monthly basis ,the monthly rate for providing the vehicle is excluding of the cost of fuel (diesel),but inclusive of cost of tyres & Tubes ,consumables ,all maintenance work with spares and all payments to drivers salary fooding (Lunch/Tiffin),Overtime and mobile phone (for incoming calls). The cost of fuel (Diesel/ Petrol), shall be reimbursed as per actual at the prevailing price of fuel at the rate of fuel consumption depending upon the type of vehicle used.
- The Driver should have a clean track record without any history of conviction in the court of law.
- In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.
- 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.
- 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.
- 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.
- If the vehicle /driver do not report for duty on any day, twice of the proportionate cost will be deducted from the bill.



- No advance payment is payable by the authority to the party. The billing will be done on a monthly basis (Monthly hiring charge + Reimbursement of fuel cost) and it should be submitted by the party within first week of the following month. The payment will be made for only those log books, which have been signed by the authority or any authorized officer. It will be responsibility of the driver to get approved log book for each occasion of journey signed by the authority or any authorized officer on day to day basis.
- No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc. of the driver.
- There will be an agreement between authority and the successful bidder for the service and either party can discontinue the service with 1 month prior intimation to other party.
- 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 behavior of the Driver is not proper;
 - Any attempt to tamper the log book.
 - In case of the vehicle do not report regularly;
 - In case the driver of the vehicle is found to be convicted.
- 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 authority may terminate the agreement and also can forfeit any amount due to party.
- The Agency /Individual / is liable to provide vehicle during office hours and beyond office hours on all working days .The agency shall also have to provide the vehicles on Sundays as well as other public holidays as and when required by the authority to meet the emergency/Exigency.
- In case the vehicle is being kept under the custody of travel agencies /Individual/ then the kilometre reading & time shall start from the concerned Office and end there also. The cost of kilometer from the O/o travel agency to the concerned office (to &fro) shall be borne by travel agencies.
- It is the sole discretion of District Mission Directorate ,NHM, Jajpur to extend the period of the contract order beyond the agreement period or terminate the contract prematurely on the ground of unsatisfactory services, disobedience of orders ,negligence in duty and unruly behavior of driver if noticed in duty.
- Arbitration: District Mission Directorate,NHM and the selected agency /Individual will make every effort to resolve amicably by direct negotiation, any disagreement of dispute arising between them under or in connection with the work assigned, In case of their failure to resolve, the matter will be referred to District Mission Directorate ,NHM whose decision will be final and binding on both parties .The arbitration proceeding if any shall be held in Jajpur.



- Security Deposit will be refunded to the successful bidder after sixty days from the date of completion of the contract period and no interest would be paid thereon.
- The Tax provision as applicable will be charged on prevailing rate.
- All legal disputes are subject to the Jurisdiction on Jajpur courts only.
- The Tender form must be signed by the vehicle owner/Service provider/Bidder and properly sealed and also attached with all relevant documents including draft as per the terms and conditions.
- The successful bidder will be decided based on the lowest quoted price bid. If the successful bidder fails to execute the assignment, the performance security of the bidder will be forfeited and the bidder will be debarred for 3 years for participating any bidding procedure under CDMO, Jajpur.

Documents to be submitted with the tender:

1. Copy of registration for the vehicle.
2. Copy of driver's driving license.
3. Copy of up to date road tax payment receipts.
4. Copy of vehicle insurance.
5. Copy of PAN card of bidder.
6. Affidavit for deployment of vehicle within 15 days (in case of new vehicle).
7. Affidavit for declaration of not blacklisted by any Organization.
8. EMD of 5,000/- in Technical bid by way of Demand Draft.
9. Undertaking that the vehicles to be provided will not belong to any employee of ZSS, Jajpur or his/her relative.



Annexure-I

"HIRING OF VEHICLE ON MONTHLY BASIS FOR DMHP Unit"

TECHNICAL BID

(Mark ✓ where provide)

The details in respect of the Agency / Individual are as given below:

1	Name of the Bidder	
2	Status of the Bidder (TravelAgent / Private Organisation/Individual)	
3	Name of the DMHP Unit Applied for	
4	Detail Address with Phone no. of bidder	
5	Registration Certificate in case of (Travel Agent / Private Organisation/NGO) (Proof to be attached)	
6	PAN Detail (Proof to be attached)	
7	Detail of E.M.D of Rs.5,000/- in favour of "NMHP A/C payable at Jajpur.	
8	Proof of Driving License of Driver (to be attached)	
9	Vehicle Details (All proof to be attached and originals to be produced at the time of bid opening)	Name of Owner
		Model of the vehicle
		Year of Manufacturing
		Registration No.
		Commercial License
		Fitness Certificate
		Road tax Clearance up to
Validity of Insurance up to		
10	Declaration - I/We are not blacklisted 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)	



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 stage, our firm/agency will be blacklisted /debarred and will not have any dealing with your organisation in future.

(Signature of the Authorized Signatory)

Date:

Name:

Place:

Designation:

Seal:



Annexure-II

FINANCIAL BID

Rates quoted for hiring of Vehicle (4 wheeler Passenger Vehicle) on a monthly basis for DMHP Unit

Particulars	Monthly Hiring charges in Rs. including all charges of the Driver (Excluding of Fuel Cost)
Type of Vehicle	
Monthly hiring charges of the Passenger Vehicle(without fuel) with Driver	

- Hiring cost would not exceed the limit as specified by Director Public Health, Odisha vide order No.3584 dt.31.07.2020.The maximum hiring charges Rs.31000/-per month.

DECLARATION

1. We are not involved in any major litigation that may have an impact of affecting or comprising the delivery of services as required under this tender.
2. We are not black listed by any Central / State Government /Public sector undertaking in India.

Yours faithfully,

(Signature)

Date:

Name:

Place:

Designation:

Seal:

