



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH  
OFFICER-CUM-DISTRICT MISSION DIRECTOR  
NATIONAL PROGRAMME FOR CONTROL OF BLINDNESS,  
VISUAL IMPAIRED, MALKANGIRI



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Phone/Fax: 06861-231543

No. 12338 - XIV-NPCB, VI-02/2021

Date: 09/11/2021

**QUOTATION CALL NOTICE**

Sealed quotation are invited from Regd.Travel Agencies / Private Organizations / NGOs / Individuals for hiring of four wheeler vehicle having seating capacity not less than 7 (Seven) including driver with a/c facility and minimum mileage of 10 Kms. of Diesel/petrol for engagement on hiring basis for Mobile Ophthalmic Unit under NPCB, VI, Malkangiri. The details of Term and Conditions for hiring of Vehicle are given below.

**TERMS & CONDITIONS FOR HIRING OF VEHICLE**

1. All the vehicles must not be more than 3 years old at the time of quotation opening.
2. The vehicle should have valid – Registration, Commercial permit, Insurance coverage, Fitness certificate and Road tax clearance
3. The vehicle must be a multi utility vehicle, showing a mileage of at least 10 km per litre.
4. The person other than owner can apply with due power of attorney from the owner.
5. Maintenance and all the taxes of the vehicle will be borne by the owner (Except toll tax, entry tax, permit fee, parking charge etc.)
6. The vehicles of latest model (TATA SUMO,/ MAHINDRA BOLERO,/SCORPIO,/Maruti Suzuki Ertiga ) will be preferable.
7. Bidders must be present with their vehicle at the time of tender opening for verification.
8. The preference will be given to local bidder or bidder having office in the concerned area.
9. Salary of the driver will be paid by the owner.
10. The vehicle will remain with concerned office on all working days & on holidays for meeting any emergency.
11. Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.
12. The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the vehicle but excludes the cost of fuel (Diesel/Petrol) only which will borne by the office. In case of hiring on daily basis the hire charge should include the cost of fuel (Diesel/Petrol).
13. No advance payment will be made by the authority to the successful bidder. 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.
14. The vehicle will stay in the concerned office premises.
15. No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc.
16. The vehicle should be well cleaned and the seats should be wrapped with towels.
17. 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.
18. 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.
19. The maximum quoted price should not be exceeded Rs.26000/- (Rupees Twenty Six thousand) only and excluding taxes and including driver remuneration and excluding fuel cost.

20. Minor fabrication of the vehicle (like removal of back sit) will be needed for installation of some instrument in near future.
21. 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.
22. The application in the prescribed format should reach the "Chief District Medical & Public Health Officer, Malkangiri, At/Po./Dist- Malkangiri" through Speed post/Registered Post only.
23. The envelope must be super scribed with "Quotation for Hiring of vehicle for Mobile Ophthalmic Unit under NPCB,VI Malkangiri" and should reach the above address on or before **22.11.2021 up to 05:00 P.M.** The authority will not hold responsible for any postal delay or missing. The incomplete application in any form is liable for rejection.
24. The undersigned reserves the right to reject any or all the quotation without assigning any reason thereof

**APPLICATION FORMAT FOR HIRING OF VEHICLE FOR MOBILE OPHTHALMIC UNIT NPCB,VI  
MALKANGIRI**

| 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       | PAN Detail (Proof to be attached)  |   |              |    |
| 6       | No. of Vehicle available other than bid vehicle  |   |              |    |
| 7       | No. of drivers employed by the organisation. (Proof of Driving License to be attached)               |   |              |    |
| 8       | Vehicle Details (All proof to be attached and originals to be produced at the time of bid opening)   | Name of Owner   |              |    |
|         |  | Year of Manufacturing                                     |              |    |
|         |  | Registration No.  |              |    |
|         |  | Commercial License  |              |    |
|         |  | Fitness Certificate                                       |              |    |
|         |  | Road tax Clearance up to                                  |              |    |
|         |  | Validity of Insurance up to                               |              |    |
| 9       | Price Details  | Monthly Hiring charges (Including all incidental charges) |              |    |
|         |  | Mileage Covered per litre DOL/POL                         | Non AC       | AC |
|         |  |   |              |    |

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

The quotation should reach to the undersigned on or before **Dt.22.11.2021 by 05.00 P.M. and will open on 22.11.2021 at 05.30 P.M** in presence of the members and quotationers or their authorised representative. The sealed quotation must be superscripted **“Quotation for Hiring of vehicle for Mobile Ophthalmic Unit under NPCB,VI, Malkangiri” and will be received through Redg. Post/ Speed Post only.** The quotation reached after the specified time will not be entertained. The undersigned reserves the right to accept or cancel any or all quotations without assigning any reason thereof.

  
CDM & PHO-CUM-DISTRICT MISSION DIRECTOR  
MALKANGIRI

Memo No. 12339

Date: 09.11.2021

Copy forwarded to the DIO, NIC, Malkangiri to upload this tender call notice in the district website- [www.malkangiri.nic.in](http://www.malkangiri.nic.in) for kind information & necessary action.

  
CDM & PHO-CUM-DISTRICT MISSION DIRECTOR  
MALKANGIRI

Memo No. 12340

Date: 09.11.2021

Copy to Notice Board of Collectorate/ DIPRO/ RTO/ CDM & PHO Office, Malkangiri for information.

  
CDM & PHO-CUM-DISTRICT MISSION DIRECTOR  
MALKANGIRI

## TERMS & CONDITIONS FOR HIRING OF VEHICLE

25. All the vehicles must not be more than 3 years old at the time of tender opening.
26. The vehicle should have valid – Registration, Commercial permit, Insurance coverage, Fitness certificate and Road tax clearance.
27. The vehicle must be a multi utility vehicle, showing a mileage of at least 10 km per litre.
28. The person other than owner can apply with due power of attorney from the owner.
29. The vehicle to be engaged should not belong to any employee of NHM, any health department employee.
30. Maintenance and all the taxes of the vehicle will be borne by the owner (Except toll tax, entry tax, permit fee, parking charge etc.)
31. The vehicles of latest model (TATA SUMO,/ MAHINDRA BOLERO,/SCORPIO,/Maruti Suzuki Ertiga ) will be preferable.
32. Bidders must be present with their vehicle at the time of tender opening for verification.
33. The preference will be given to local bidder or bidder having office in the concerned area.
34. Salary of the driver will be paid by the owner.
35. The vehicle will remain with concerned office on all working days & on holidays for meeting any emergency.
36. Owner must make alternative arrangements if regular driver is absent or the vehicle become off road.
37. The hiring charge should include the cost towards salary of driver, service, repair & maintenance of the vehicle but excludes the cost of fuel (Diesel/Petrol) only which will borne by the office. In case of hiring on daily basis the hire charge should include the cost of fuel (Diesel/Petrol).
38. 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.
39. The vehicle will stay in the concerned office premises.
40. No compromise will be made with respect to punctuality, cleanliness, obedience, promptness, behaviour etc.
41. The vehicle should be well cleaned and the seats should be wrapped with towels.
42. 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.
43. 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.
44. 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.
45. The application in the prescribed format should reach the **“Chief District Medical & Public Health Officer, Malkangiri, At/Po./Dist- Malkangiri” through Speed post/Registered Post/ Courier only.**
46. The envelope must be super scribed with “Tender for Hiring of vehicle for NPCB,VI at, O/o: CDM & PHO, Malkangiri with Advt. No. & Date” and should reach the above address within 22.11.2021, 05:00 P.M. The authority will not hold responsible for any postal delay or missing. The incomplete application in any form is liable for rejection.

**BID DOCUMENT FOR HIRING OF VEHICLE AT MOBILE OPHTHALMIC UNIT UNDER NPCB, VI  
MALKANGIRI, O/o: CDM & PHO, MALKANGIRI**

| 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-2018-2019 |         |
|         |  |   | F.Y-2019-2020 |         |
|         |  |   | F.Y-2020-2021 |         |
| 6       | Service Tax Registration (Proof to be attached)  |   |               |         |
| 7       | PAN Detail (Proof to be attached)  |   |               |         |
| 8       | No. of Vehicle available other than 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 at the time of bid opening)                   | 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) |               |         |
|         |  | Mileage Covered per litre DOL                             | A.C           | Non A.C |

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.