

OFFICE OF THE DIRECTOR
ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER, CUTTACK

TENDER NOTICE NO. 2490 /dt. 23-6-2022
S-31/2011-21

Sealed tenders in two-bid system are invited from the genuine travel agencies for engagement of three nos. of vehicles on outsourcing basis for a period of two years. The last date of submission of tender is fixed on 06.07.2022 by 5:00 PM. Date & time of opening of technical bids (in presence of bidders/their authorized agents) has been fixed on 07.07.2022 at 12:30 PM. The tenders must be submitted by speed post/registered post only. The tenderer shall submit tender paper cost @Rs.2000.00 (non-refundable) and EMD @Rs.10,000.00 (refundable after expiry of contract period) per vehicle along with tender documents. The prices quoted shall be valid for two years. The undersigned reserves the right to cancel any or all bids without assigning any reason thereof.

TERMS AND CONDITIONS FOR ENGAGEMENT OF HIRE VEHICLE IN ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER, CUTTACK.

1. The sealed tender should be superscribed as tender for hiring of Petrol Vehicles (Zest/Tigor/Dzire/Xcent/Etios) and addressed to the Director, AHPGIC, Cuttack.
2. Sealed tenders will be received on or before Dt. 06.07.2022 till 5:00 PM by the office of the Director, AHPGIC, Cuttack, Odisha through Regd. Post and speed post only. Any tender received after the due date & time will be rejected.
3. The Sealed tenders submitted by the bidders will be opened in the office of the Director, AHPGIC, Cuttack on 07.07.2021 at 12:30 PM. The tenderers or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like. The authorized representative should produce an authorization letter from their respective bidders. There is no bar for opening the tender by the competent authority even if the Bidders or their representatives are not present.
4. An index of documents is to be attached on the 1st page of the Technical Bid indicating the list of all documents enclosed along with page nos. dully signed by the tenderer. The bidder should sign all the documents in each page.
5. The tender should be in "Two BID Type". All documents should be closed in two separate envelopes superscribed as "TECHNICAL BID" and "PRICE BID". Both envelopes should be closed in another envelope, which will be superscribed TENDER FOR HIRING OF PETROL VEHICLES, AHPGIC, CUTTACK.
6. The tenderer should furnish all necessary documents such as Valid Registration certificates, insurance certificates, fitness certificates, valid contract carriage permits, proof of up-to-date tax payments, etc., attested photographs of drivers and DLs, Xerox copy of Pan card and GST registration certificate duly self attested relating to his/her/their firms along with the tender.
7. This Institute shall not be responsible for any damage/loss caused to hired vehicles or loss of life/injury made to any person or damage to any property on account of use of hired vehicles in any manner whatsoever. The hirer shall be responsible for all such litigations.
8. The hire charges are to be paid on monthly basis but do not include cost of petrol, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All expenditure of the vehicles towards repair/replacement of spare parts, lubricating oil of Engine, Gear Box & different Coolant, tyres & tubes, battery, etc., will be borne by the bidder.
9. It shall be the responsibility of the bidder to provide drivers who are well behaved, gentle and obedient in nature and the salaries of the drivers shall be borne by the owner.
10. In case of breakdown for reasons whatsoever, the replacement of the vehicle of the same or better model shall be provided by the successful bidder.
11. In case vehicles do not report regularly, the Hospital Authority will be at liberty to reject the agreement and may engage vehicles from other source.

12. The vehicles shall report for duty for minimum of 25 days in a month.
13. In case of emergency, the drivers will have to report for duty as per the requirement of the hirer. **No** extra payment shall be demanded.
14. Monthly hire charges and reimbursement towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding months after submission of bills by the service provider and no advance payment will be made.
15. The vehicles shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract; however first preference shall be given to brand new vehicles.
16. If the services are found to be unsatisfactory, the Hospital Authority shall give one month's notice and terminate the agreement.
17. In case service provider intends to withdraw the services of his vehicles and terminate the agreement, it shall be mandatory upon him to grant 30 days' notice before such withdrawal of service and termination of agreement.
18. If the bidder violates any of the terms of contract, the Hospital Authority will take legal action as deemed proper.
19. The hire charges and consumption of the fuel should not exceed Rs. 26,000/- per month and 17 kms fuel per liter.
20. The tenderer must submit experience certificates/performance reports from any government organizations towards engagement of vehicles.
21. The tenderer shall submit tender paper cost @Rs.2000.00 (non-refundable) and EMD @Rs.10,000.00 (refundable after expiry of contract period) per vehicle along with tender documents failing which the bid shall be rejected.
22. The selected bidder will make an agreement with the Hospital Authority on non-judicial stamp paper as per terms and conditions decided by the Hospital Authority.
23. Although, the tender is for three vehicles, bidders who have one or two vehicles can also take part in the tender process.



Director
AHPGIC, Cuttack