



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL

DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL

Vill.:Hatuara, P.O.:Vivekananda Nagar, P.S.:PuruliaMuffasil,PIN: 723 147

dmgmch.edu.in; prinpuruliagmch@gmail.com

Memo No: DMGMCH /PRL/

Dated: August , 2025

Notice Inviting E-Tender for Hiring of Vehicle (for general use of Office of the Principal)

The Principal, Deben Mahata Government Medical College & Hospital, Purulia invites tenders from the bonafide car owners / contractors of the vehicle who deals in or are adept in providing hiring service of the vehicle to any Govt. office in West Bengal under the following terms & conditions **ON MONTHLY HIRED BASIS** (monthly rate on pro-rata basis) for a period of **ONE (01) YEAR** from the date of signing the contract (renewable at the end of completion of each year for a maximum of two years subject to satisfactory performance with same terms and conditions). **The commercial bids of the technically successful bidders will be evaluated based on the criteria of offering the lowest rate for hiring charges. The details are as below:**

SL. NO.	Specification of the Vehicles required	Category of Vehicles	Basis Rate	Quantity	Rate offered as per Notification No. 3564-WT/3M-81/98 dated 24.11.2008 of the Transport Department Govt. of West Bengal	Rate to be quoted by the tenderer	Period of Contract
(I)	(II)	(III)	(IV)	(V)	(VI)	(VII)	(VIII)
01	Purchased on or after 01.01.2019 with Diesel/LPG/CNG Engine (Mass Emission Standard - Bharat Stage III or higher as applicable)	Motor Cab / Maxi Cab with Engine Capacity more than 2000 C.C. with Air-Condition Facility (SUV - Scorpio/Bolero preferred)	Monthly hiring	01	Ceiling rate per day 590/- (Five Hundred Ninety only). Monthly rate is for 10 hours a day and additional charge @ Rs/- 20.00 per hour beyond 10 hours. Fuel is allowed 1 liter for 10 km. Mobil oil @ 5 liters per 2500 km run.	Rate to be quoted in the form of "at par/less of the rate offered in column no. VI of this table. No prayer for revision in respect of consumption of fuel shall be entertained.	one (01) year from the date of signing the contract (renewable at the end of completion of each year for a maximum of two years subject to satisfactory performance with same terms and conditions).

The commercial bids of the technically successful bidders will be evaluated based on the criteria of offering the lowest rate for hiring charges. The details are as below:

Particulars:		
1.	Title	Hiring of Vehicle (for general use of Office of the Principal) at Deben Mahata Government Medical College & Hospital, Purulia
2.	Date of publishing of NIT & other documents	On 16.08.2025
3.	Start Date & Time of submission of online Bid	On 16.08.2025
4.	Last date & time of submission of online Bid Documents	25.08.2025 upto 4 p.m.
5.	Date & time of opening technical bid (Online)	28.08.2025 4 p.m.
6.	Date & time of opening financial bid (Online)	To be notified later
7.	Earnest Money (AS PER NOTIFICATION NO. 3975-F(Y) Dated 28 th July, 2016 OF THE FINANCE DEPARTMENT, GOVT. OF WEST BENGAL)	<p>The EMD amount of Rs. 5,000 /-(Rupees five thousand only) has to be deposited online by the bidder from either of the following payment methods:</p> <ul style="list-style-type: none"> ○ NET banking (any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI bank payment Gateway. ○ RTGS/NEFT in case of offline payment through bank account in any bank ○ The earnest money shall be denominated in Indian rupees. <p>MSMEs registered in West Bengal are exempted from submission of EMD as per Finance Department, Go WB Notification 10500-F dated 19/11/2004, but their selection would be subject to the provisions of Notification No 6142-F(Y) dated 10/10/2017 of the Finance Department, Government of W.B. All necessary certifications in this context have to be furnished.</p>
8.	Refund of Earnest Money (AS PER NOTIFICATION NO. 3975-F(Y) Dated 28 th July, 2016 OF THE FINANCE DEPARTMENT, GOVT. OF WEST BENGAL)	After declaration of Award of contract through the e-procurement portal, the EMD will be automatically refunded to the unsuccessful bidder(s) in the same route to the account from where the transaction was processed within a reasonable time. The EMD will be returned to the successful

		bidder after expiry of contract period on satisfactory completion of the contract. No interest is payable on EMD.
9.	Security Deposit	The Security deposit amount of Rs. 20,000 /-(Rupees twenty thousand only) has to be deposited by the successful bidder immediately upon receiving Letter of Acceptance in the form of demand draft to be drawn in favour of in favour of "PURULIA GOVERNMENT MEDICAL COLLEGE & HOSPITAL, PUNJAB NATIONAL BANK, VIVEKANANDANAGAR, A/C NO: 0742050011875, IFSC Code- PUNB0074220"
10.	Issuance of Award of Contract (AoC)/ Work Order	After realisation of the security deposit amount by Accounts Section of this Office, AOC/ Work Order will be issued to the Successful Bidder
11.	Refund of Security Deposit	Security Deposit money of the Successful Bidder will be refunded within 1 (one) month of end of contract period

Terms & Conditions:

1. Rate shall be inclusive of all i.e. insurance claim, tax levied on the vehicle, charges for pollution certificate, charges for rendering certificate of fitness, Driver etc. The owner must pay all requisite taxes, charges etc. within scheduled time.
2. The vehicle should be commercially licensed.
3. The photocopy of the valid (i) Certificate of Registration of the vehicle (PAN India), (ii) Certificate of fitness, (iii) Pollution Certificate, (iv) Tax token, (v) Insurance Certificate shall be required to be submitted.
4. Income Tax and other incidental charges shall be levied from the bill as per I.T. Act 1961 and relevant Acts & Rules. The rates and procedures shall be revised as the parent Acts, Rules, Orders as revised time to time.
5. In case of lessee of a vehicle, the photocopy of valid proper deed with the owner of the vehicle shall be required to be submitted.
6. No repair charge either in petty or heavy nature, no charges due to the breakage of vehicle during (i) accident, (ii) normal circumstances and (iii) 'Bandh' or 'Hartal' shall be given.
7. No demurrage charges / repair charge shall be given to the contractor due to the damage inflicted to the vehicle due to explosion/fire/natural calamities or any other calamity.
8. No washing charge of vehicle, no charge for removal of dent shall be paid to the contractor.
9. The duty hours will be generally for 10 (ten) hours and reporting time is 09.00 AM normally but may vary as per requirement. The reporting time for each day duty will be intimated at the time of release of car on previous day. Actual reporting time to releasing time will be counted as duty period i.e. the bill will start from the reporting time not garage out nor garage in time.

- 10. In case of any emergency/crisis, duty hours may be extended as desired by the authority. Due to this, an overtime allowance of Rs. 20.00(Rupees Twenty) only per hour beyond 10 hours or part thereof will be paid duly authenticated by concerned officer.**
- 11. Both parties need to execute an agreement in Non-Judicial Stamp paper of Rs. 100/- as per terms and conditions mentioned in the NIT. The agreement is terminable from both sides giving clear one month notice.**
- 12. The Kilometre of the Vehicle must always be in proper running condition and shall indicate the distance correctly.**
- 13. Diesel/LPG/CNG will either be provided by the authority or by the owner whichever is feasible. The cost (rate of 10 Kilometre per litre) will accordingly be reimbursed to the owner subject to timely production of vouchers/bills. However no interest is payable on delayed payment.**
- 14. For every 500 Kilometre actual travel on duty, the cost of 1 (one) litre Mobil Oil will be reimbursed.**
- 15. The actual distance subject to a maximum of 5 KM each way (i.e. 10 KM Up and Down) from the reporting/ releasing places to garage will be allowed and the Department will bear the consumption of Diesel for this journey. The garage should preferably be near the place of start of the journey. No extra charges will be paid by the Department for hiring the garage. Preference will be given for minimum garage distance.**
- 16. Log book will be maintained by the vendor and will be verified by this office to check the movement of the Vehicle & will be binding for calculating the hire charges, fuel consumption and duty period.**
- 17. The selected vendor shall have a valid mobile number so that he may be contacted for placement of vehicle under emergency circumstances. Normally all information will be communicated to the selected vendor of the vehicle through the Driver, generally which will be final.**
- 18. The payment will be made on production of triplicate Bill by the selected vendor.**
- 19. The selected vendor will have to carry out the maintenance including repair of the Vehicle at his own cost and to maintain Vehicle in "Tip Top" and firm condition. Everyday cleaning of the vehicle both inside and outside is compulsory.**
- 20. The appointment of an experienced Driver is to be done solely by the selected vendor, who shall have valid driving license & well versed with present driving norms & traffic rules. The Driver of the vehicle shall always maintain normal decency and decorum of the office and any indecent activity of misbehaviour on the part of the driver may lead to cancellation of the contract at the option of the authority. All expenditure regarding pay, tiffin allowance, over time etc. relating to driver will have to be borne by selected vendor of the vehicle.**

21. In case of any break down of the Vehicle or if the vehicle is unable to ply for any other unavoidable reasons, the selected vendor will have to provide a replacement vehicle immediately.
22. The authority will not have any liability arising out of any accident involving the car whether or not in the same was caused due to fault/negligence of the driver. The authority will not be liable to pay for any damage whatsoever to him/ their driver or any third party arising out of the use of the car. The selected vendor will be responsible if there is damage to life, property or materials due to any accident involving use of the car and the authority will be liable to ask the selected vendor to make good such loss as per prevailing law of the country.
23. Any taxes or surcharge that may be levied by the State or Central Government including road taxes except the toll charges and parking charges will be paid by the selected vendor and the authority will not in any way be responsible for this.
24. The e-tender offers containing duly filled in Annexures (separately) and all relevant documents need to be applied and uploaded by the bidder at <https://wbenders.gov.in>.

The tender committee reserves all rights to accept or reject any bid in part or whole without assigning any reason whatsoever.


Principal

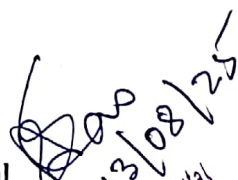
Deben Mahata Government Medical College & Hospital
Purulia

Memo No: DMGMCH /PRL/ 840 /1(13)

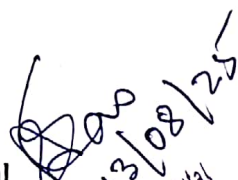
Dated: August 13, 2025

Copy forwarded for information & necessary action to:

1. The Sabhadhipati, Purulia Zilla Parishad, Purulia
2. The Director of Medical Education, Department of Health & Family Welfare, Government of West Bengal, Swasthya Bhawan, Salt Lake City, Kolkata - 91
3. The District Magistrate, Purulia
4. The MSVP, DMGMCH, Purulia
5. The Chief Medical Officer of Health, Purulia
6. DICO, Purulia
7. The IT Cell, Swasthya Bhawan, Kol-91 for uploading this tender notice in the official website of Dept. of Health & Family Welfare
8. IEC Division, Swasthya Bhawan, Kol-91 for publishing the e-tender advertisement in 1 daily Bengali newspaper
9. District Information Officer, NIC, Purulia with request to publish the NIT through official website of Purulia District
10. The Accounts Officer (College Side), DMGMCH
11. Notice Board of DMGMCH
12. DMGMCH Website
13. Office copy


Principal

Deben Mahata Government Medical College & Hospital
Purulia


Principal
Debenmahata Govt Medical College & Hospital
Hatuara, Purulia

ANNEXURE-I

TECHNICAL BID

NAME OF WORK	
E-TENDER NOTICE NO.	
DUE DATE OF SUBMISSION OF TENDER	
NAME OF THE BIDDER WITH FULL ADDRESS, EMAIL ID, MOBILE NO.	
LOCAL ADDRESS IF ANY	
REGISTRATION NO.	
PAN NO.	
GST NO.	
WORKING EXPERIENCE IF ANY	
DETAILS OF VEHICLE PROPOSED FOR HIRING A) TYPE OF VEHICLE B) MAKE & YEAR C) PROOF OF OWNERSHIP D) TAX CLEARANCE E) POLLUTION CERTIFICATE F) COMMERCIAL LICENCE NO. G) CERTIFICATE OF FITNESS H) INSURANCE CERTIFICATE I) CERTIFICATE OF REGISTRATION	

ATTACH PROOF FOR ALL DECLARATION

This is certified that the above information are correct and true to the best of my knowledge and belief. In case of any information found incorrect later on, I will be responsible and liable for rejection of the bid forthwith.

Full signature of bidder with stamp

Dated:

Owner of Vehicle No.:

ANNEXURE -II

FINANCIAL / PRICE BID

NAME ADDRESS & CONTACT NO. OF BIDDER.

TYPE OF VEHICLE:

REGISTRATION NO. OF VEHICLE:

RATE QUOTE:

SL. NO.	DESCRIPTION	RATE (S) PER DAY	REMARKS
1	RATE OF HIRING OF VEHICLE ON MONTHLY BASIS		

DECLARATION:

NO ADDITIONAL CHARGES EXCLUDING POL CONSUMED WILL BE REIMBURSED IN ANY FORM.

I/ WE _____ AGREE WITH ALL TERMS AND
CONDITIONS AS LAID BY THE PRINCIPAL, DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE
& HOSPITAL, HATUARA, PURULIA IN THEIR E-TENDER NOTICE FOR HIRING OF VEHICLE VIDE
MEMO NO. _____ DATED: _____.

FULL SIGNATURE OF BIDDER WITH STAMP

DATED:

OWNER OF VEHICLE No:

ANNEXURE III

Draft Affidavit Proforma for non-conviction

I, Sri/Smt.....MD/Proprietor/Partner/ individual of the
Firm/car.....(Name of the firm/ individual/ owner)having its
office/ residential address at.....Contact No.....mail
id.....do hereby solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of items to any Govt. or Govt. undertaking Organization/ Institution in the State of West Bengal or other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to supply of items to the Govt. or Govt. undertaking Organization/ Institution in the State of West Bengal or other State or States (if any case pending, state the details).
3. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/ legal action as per law of the country.
4. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Date:

Signature of Applicant with stamp