

GOVERNMENT OF WEST BENGAL
OFFICE OF THE MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL, PURULIA
 Main Road, Purulia, PIN: 723 101, Mail ID: pgmchmsvp@gmail.com

Memo No. 1763/DMGMCH

Dated: 30-05-2025

Notice Inviting E-Tender for hiring of Vehicle (Small passenger vehicle) 2nd Call

The Medical Superintendent cum Vice Principal, Deben Mahata Government Medical College & Hospital, Purulia invites Electronic-tender (E-tender) 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 HIRING 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 hiring is intended for to and fro movement of IPD patients and staff across two campuses (Sadar & Hatuara) of the Institution.

S L. N O.	SPECIFICATION OF THE VEHICLE REQUIRED	TYPE OF ENGINE	CATEGORY OF VEHICLE	BASIS OF RATE(ON PRO-RATA BASIS)	QUANTITY	RATE (OFFERED AS PER NOTIFICATIO N NO. 3564- WT/3M-81/98 DATED 24.11.2008 OF THE TRANSPORT DEPARTMENT, GOVT. OF WEST BENGAL)	PERIOD OF CONTRACT
I	II	III	IV	V	VI	VII	VIII
1	Small passenger vehicle with engine capacity not less than 1200 C.C and has been purchased on or after 01.01.2018	Diesel Or Petrol	Maxi Cab (Non- Airconditi oned)	Monthly hiring	01	Ceiling rate of Rs. 490/- (Four- hundred Ninety) only per day	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 (Small passenger Vehicle) at Deben Mahata Government Medical College & Hospital, Purulia via E-Tender 2nd Call
2.	Date of publishing of NIT & other documents	On and from 31-05-2025
3.	Start Date & Time of submission of online Bid	On and from 02-06-2025
4.	Last date & time of submission of online Bid Documents	11-06-2025 upto 4 p.m.
5.	Date & time of opening technical bid (Online)	13-06-2025, 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 Medical Superintendent cum Vice Principal, Deben Mahata Government Medical College & Hospital, Purulia
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 hospital 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 Kilometer metre of the Vehicle must always be in proper running condition and shall indicate the distance correctly.
13. Diesel/ Petrol will either be provided by the hospital authority or by the owner whichever is feasible. The cost (rate of 10 Kilometer 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 Kilometer 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 misbehavior 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 tender offers containing duly filled in Annexures (separately) and all relevant documents need to be applied and uploaded by the bidder at <https://wbtenders.gov.in>.

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


Medical Superintendent cum Vice Principal
Deben Mahata Government Medical College & Hospital
Purulia
Deben Mahata Government Medical College & Hospital
PURULIA

Memo No:

Dated:

Memo No. - 1763 /1(1A)

Date - 30/05/2025

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 Principal, DMGMCH, Purulia
4. The District Magistrate, Purulia
5. The Chief Medical Officer of Health, Purulia
6. The Additional Medical Superintendent, DMGMCH, Purulia.
7. The Officer in Charge - NIC, Purulia with request to upload in NIC web portal.
8. The Accounts Officer, O/o the MSVP, DMGMCH
9. The concerned members of the Purchase & Tender Committee, DMGMCH, Purulia
10. The IT Cell, Swasthya Bhawan, Kol-91 with request to upload in the official website of the Department (www.wbhealth.gov.in).
11. The DSM & IT Manager, O/o the CMOH, Purulia for uploading in District Health website.
12. DMGMCH Website
13. Notice Board of DMGMCH & DMSH
14. Office copy

Medical Superintendent cum Vice-Principal
Deben Mahata Government Medical College & Hospital
Purulia

MSVP
30/05/25
Deben Mahata Government
Medical College & Hospital
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
	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 MSVP, **DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL**, MAIN ROAD, PURULIA, PIN: 723101, 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