NO.F.3(124)-AGMC&GBPH/MPH-Vehicle/S&P/2021-22/11
Government of Tripura
Office of the Medical Superintendent & Head of Department
AGMC & GBP Hospital, Agartala west Tripura.
Dated , Agartala the 19 / 07 /2022.

SHORT NOTICE INVITING TENDER

Tender in sealed 02(two) cover bid system is hereby invited by the undersigned on behalf of the Governor of Tripura from the owner or their authorized agent/ firm/ agency for **providing 01(one) no. Maruti Eco-petrol (commercial) for on duty 24X7 for use in Modern Phychiatric Hospital, Norsinghar as Office duty, Emergency duty (Hospital) and other related office work purpose** under office of the Medical Superintendent & Head of Department, A.G.M.C.& G.B.P. Hospital, Agartala. Rates of Hiring vehicle will be finalized through this process for 01(one) year, from the date of issue of work order.

TERMS & CONDITION

1. **Tenders in sealed cover addressed to the office of the Medical Superintendent & Head of Department, Agartala,799006 should reach on or before 4:00PM of 2/8 /2022 by speed post / Courier / Registered post only.**
2. Tender received after stipulated date & time will be rejected.
3. On the top of envelope, "Tender for Hiring vehicle of **Maruti Eco-Petrol (commercial)** for **Medical Superintendent & Head of Department, AGMC&GBP hospital ' should be written. Tenderer's full name and address with phone &Fax number should be mentioned on the envelop. Tenders are likely to be opened on 03/08 /2022 at 11:30AM if possible.**
4. The interested bidders shall submit the bids, duly self attested in 02(two) parts namely Technical bid & Financial bid in 2(two) separate sealed envelopes indicated on the cover as to which one is the Technical bid & which one of Financial bid. The 2(two) envelops shall, thereafter, be placed inside a larger deal cover and the same, duly super rived with the above mentioned reference No, may be submitted. The Technical bid shall contain all details regarding the items offered, terms & conditioned and submission of documents etc. i.e. the technical bid shall contain everything except the rate offered. The Financial bid shall contain only the rate offered by the the owner or their authorized agent/ firm/ agency. While processing the Technical bid will be opened first and the eligible owner or their authorized agent/ firm/ agency fulfilling all requirements will be shortlisted. Thereafter financial bid of shortlisted owner or their authorized agent/ firm/ agency will be opened. The tender received after the specified date & time will be rejected and the undersigned will not be liable for any delay on the part or other concerned the owner or their authorized agent/ firm/ agency.
5. The tender will be accepted on the lowest rate basis in terms of total monthly involvement on account of detention charge and per KM running expenditure including GST.
6. Ownership of the vehicle must be 1st hand. If the tenderer does not own vehicle **'Power of attorney'** of the vehicle should be submitted and vehicle should not be more then 03(three) years old from the date of manufacturing up to the date to tender.
7. The rate which will be approved through this tender will remain valid for 01(one) year from the date of issuance of the work order. The contract period shall be for 01(one) year and may be extended another one year if performance is found satisfactory. In case of satisfactory service, the contract period can be extended further on mutual consent.
8. **The rate quoted should not exceed Rs.30820/-(Rupees. Thirty thousand eight hundred twenty) only the upper ceiling for hiring vehicle for 8 hours with detention charge @Rs.700/-(seven hundred) with per kilometers charge @Rs.8/-(eight) ,23(twenty-three) working days in a month, 1840KM monthly ceiling as per limit of the rule of DFPRT-2019.**
9. The following self attested document should be submitted along with Technical bid.
   a) valid up to date commercial Registration certificate.
   b) valid up to date insurance certificate and commercial Driving licence
   c) valid up to date Pollution clearance certificate
   d) valid up to date Commercial permit &Fitness certificate.
   e) valid up to date relevant Trade License.
   f) copy of PAN card & GST Registration.
   g) copy of the power of attorney of the vehicle should be submitted, if the tenderer does not own vehicle.

10. Covers II (Financial bid) are:
    i. The all rate quoted shall not exceed the monthly ceiling prescribed in the Annexure –I of the DFPRT, 2019 [See Rule 9(3)].
    ii. The Financial bid is to be submitted as per below format on the letter head of concerned Agency / firms.

Sl No	Type of Vehicle	Detention charge per day (in Rs.)	Mileage charge per kilometer (in Rs.)

11. The successful tenderer will be liable for any incidence of loss, breakage etc of vehicle at the time of duty hours. Whenever the vehicle is out of order/ off road an alternative vehicle should be replaced within 2(two) hours in order to avoided interruption of service. The vehicle shall run anywhere in the state of Tripura as and when required by this office. If the vehicle is out of order due to any vehicle parts disturbance the successful bidder should replace the same vehicle within 15days.
12. **The successful bidder will submit performance security in the shape of Bank Gurantee an amounting to Rs.11,095/-(Rupees. Eleven thousand ninety five)only.**
13. Payment will be made on submitted bill in triplicate along with relevant up to date log book. Taxes will be deducted from the bills as per time to time Govt. Act. & rules. In case of delay in payment of bills for any reason beyond control of both parties, the successful bidder should be financially sound to meet all expenses at least for a period of 6(six) months. No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
14. The successful bidder vehicle should be placed for duty with in 03(three)days from the date of issue of the order & one set document with joining report must be submitted. Whenever the vehicle is out of order / off road an alternative vehicle should be replaced with in 02(two) hours in order to avoid interruption of service.
15. The Driver should have valid commercial Driving licence. The concerned Driver should maintain a log book . The log book should be signed on the day to day basis maintaining date, Kilometer reading and time on reporting and departure. Each journey should be certified by the officer who avails the vehicle for journey maintaining Kilometer reading and time in commencement & end of journey bill claimed against the journey not duly certified will not be paid. No over writing will be entertained.
16. No. insurance charge or any other charges including maintenance cost is admissible. The owner / agency/ firm shall be responsible for timely supply of fuel, lubricant & duster etc for vehicle. All maintenance cost including salary of driver will be borne by the owner. The owner of the vehicle will be responsible to provide the Driver towards fooding, lodging etc while on tour with night halt.
17. For duties beyond 08 hours, overtime @Rs.10/-(ten)per hours may be allowed subject to maximum of Rs.40(forty) per day.
18. The undersigned reserves the right to discontinue the service of the vehicle with 24hours notice without assigning reason.
19. If Driver is ever found to be intoxicated, the contract will be terminated. In no circumstance the vehicle and the driver should be out of AGMC Premises for other than Hospital works without the permission of the authority.
20. All the requisite particulars could be filled by the bidder properly. If any incomplete fill up is detected as sought, it will be summarily rejected.
21. Any settlement of legal dispute would have to be made at Agartala jurisdiction.
22. Tender can be cancelled at any point of time by the Medical Superintendent & Head of Department, AGMC & GBP Hospital Agartala without any prior notice.

18/7/2022

MEDICAL SUPERINTENDENT
&
HEAD OF DEPARTMENT
AGMC&GBP HOSPITAL, AGARTALA.