

# OFFICE OF THE HEALTH OFFICER CUM DESIGNATED OFFICER ROURKELA MUNICIPAL CORPORATION

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**No. 695**

**Date: 11.09.20**

## **TENDER CALL NOTICE**

Sealed tenders are invited in the prescribed format from Transporter/ Tour Operator/ Travel Agencies/ Private Organisation and Individual having office at Rourkela for providing "**HIRING OF COMMERCIAL VEHICLE ON PER DAY RENT BASIS FOR FOOD SAFETY WORK**" to be deployed under office of the HEALTH OFFICER CUM DESIGNATED OFFICER FSSAI, Rourkela Municipal Corporation (RMC).

The tender paper and more information regarding the tender can also be download from the website [www.rmc.nic.in](http://www.rmc.nic.in). The bidders should quote their rate as per the prescribed format given in the Tender document. The agencies must submit the photocopies of GST registration certificate, PAN Card, Bid Cost of Rs. 448/- (Non refundable) and E.M.D. of Rs.5000/- (Refundable) in shape of DD separately in favour of "**Health Officer, Rourkela Municipal Corporation Payable at Rourkela**" failing which the tender of the bidder will be rejected. The sealed tender should be super scribed on cover "**TENDER FOR HIRING OF COMMERCIAL VEHICLE ON PER DAY RENT BASIS FOR FOOD SAFETY WORK**" and reach to the undersigned on or before **21.09.20** up to 03.00 PM through Regd. Post/ Speed Post/ Courier/ or by hand. The Tenders will be opened on the same day at 04.30 PM in presence of the Tenderers or their authorized representatives who intend to attend. Authority will not be responsible for any delay in receipt of Tenders and the same will not be accepted.

However, the undersigned reserves the right to reject / cancel any or all the tenders at any time without assigning reason thereof.

**SD/-**  
**Health Officer -cum-**  
**Designated Officer FSSAI**  
**Rourkela Municipal Corporation**

**Memo. No. 696**

**Date. 11.09.20**

Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC for uploading of the tender document in the RMC website.

Copy submitted to the Secretary, RDA/Sub-Collector, Panposh/ ADM, Rourkela for kind information and requesting for wide publicity of advertisement through your office notice board

**SD/-**  
**Health Officer -cum-**  
**Designated Officer FSSAI**  
**Rourkela Municipal Corporation**

**TERMS & CONDITIONS FOR THE TENDER**

1. The vehicle provided on hire basis will be made available to Office of Health Officer, RMC, Uditnagar, Rourkela on per day basis and as & when required. Actual distance (up & down) not exceeding 3(Three) Km will be allowed for reporting to duty from the garage to the reporting place and for return journey from releasing place to the garage.
2. The vehicle will report to the Health Officer RMC cum Designated Officer FSSAI, at the designated location as and when required by the Health Officer on call basis at any time of the day irrespective of holidays.
3. Expenses on account of traffic challans by the Police/ Traffic Police for commercial use of vehicle, rush and negligent driving of the vehicle and other traffic violation will be borne by the transporter.
4. The vehicle shall be provided by the contractor/firm for running all places in Odisha.
5. The firm shall bear all Toll Taxes, Bridge Taxes, Road Taxes, etc. and claim the same along with monthly bill.
6. The transporter shall be solely responsible and liable for the proper maintenance and up keep of the vehicle and for all running cost, thereof and for all expenses for maintenance and repair thereof and replacement of parts therein. The hiring authority shall not have any liability and responsibility on this account.
7. The agency shall ensure that, the vehicle is not incapacitated or unfit to be operated at anytime.
8. In the event that the vehicle is not available for any period of time for any reasons whatsoever, the transporter will be responsible to press into service a vehicle of like description in such manner that services to the authority are not disrupted and/ or delayed in any manner whatsoever. However, the authority shall not be liable to pay any additional charges or expenses for such replacement.
9. The transporter shall properly upkeep the vehicle and the vehicle should be comprehensively insured during the tenure of the agreement and would be liable for timely payments of all premium and other dues. In other words all risks are to be insured/ensured/borne by the transporter in all circumstances.
10. The transporter shall keep all documents of registration, Pollution Certificate, Certificate of Fitness under control, Insurance Papers, etc for the said vehicle or any replaced vehicle in order and perform all acts to ensure that, the vehicle or the other replaced vehicle is not seized or attached for any reason whatsoever by any authority during the terms of agreement. Only the authorized person of the Department shall sign the duly slip/ Log Book of vehicle every day.
11. During the tenure of the agreement, if any crewmember of the Department is injured due to negligent or rash driving by the driver the transporter is liable to indemnify the said individual and also any other third party towards medical and any other expenses incurred by them on account of such injuries. The hiring authority will not be liable for making good and damage to the vehicle or injury to the driver or any third person occurred during the course of performance of its legitimate business activities.
12. The agency will provide proof of residence of driver.
13. The Transporter should provide litigation free vehicles in perfectly good running condition on monthly hiring basis. The monthly rate to be paid to the agency for providing the vehicle is inclusive of cost of tyres & tubes, consumables, all major and minor maintenance work with spares and all payment towards Driver's salary, his fooding cost, overtime and mobile Phone (for incoming calls). The amount for fuel consumption will be reimbursed to the agency as per actual on submitting the fuel bill from the fuel stations and the consumption will be calculated as per the below Table. The actual running kilo meter will be calculated while settling the fuel bill.

<b>SI. No</b>	<b>Type of Vehicle</b>	<b>Minimum K.M. per one litre of diesel</b>
1	Bolero GLX (A/C)	10
2	Bolero (Non A/C)	12
3	Indigo	15
4	Celerio(Diesel)	14
5	Swift Dzire (Diesel)	17

14. It is mutually agreed that, the agreement is on a non-exclusive basis and both parties are at liberty to enter into similar contract/agreement with other.
15. The billing will on a monthly basis and the transporter will submit bill and supporting documents (daily running slip) in every month of the first day of the succeeding month. All bills will be cleared by the authority through Cheque/ Digital payment basis before the 15th day of succeeding month after duly verifying the document.
16. For this service, the authority will pay the transporter a sum of rupees as approved on per day basis.
17. The transporter or his driver will not allow any other person other than the tender inviting authority, or his / her nominated officials.
18. The tender inviting authority is at liberty to terminate the agreement at any time without assigning any reason. However, the transporter has to serve a notice of one month to terminate the contract.
19. In case the service provider intends to withdraw the services and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of services and termination.
20. The EMD of the unsuccessful bidder will be returned without interest of finalization of the bid. EMD of successful bidder will be kept as Security deposit and will be refunded after termination of the contract.
21. If the bidder violates any of the terms of contract, the Authority shall forfeit the entire amount of security deposit.
22. The bidder should submit the tender document in separate envelop for technical and financial bid with a cover envelop super scribing **"TENDER FOR HIRING OF COMMERCIAL VEHICLE ON PER DAY RENT BASIS FOR FOOD SAFETY WORK"** .
23. The bidder who quotes the lowest rate will be awarded. Conditional Tender will be rejected immediately. The rate should be written clearly and legible without any error or overwriting.
24. The awarded agency will enter with an agreement with the Tender Inviting Authority within 7 days after issuance of work order.
25. The successful bidder must engage the vehicle within 10 days after signing of the contract as per the requirement.
26. Any dispute out of or in relation to the agreement shall be referred to a sole arbitrator to be appointed by the authority as per the Indian Arbitration Act. The seat of the Arbitration shall be at Rourkela and proceeding shall be governed by the Indian Arbitration Act 1940.
27. All related legal requirements in this relation are to be complied by the transporter.

**Terms & conditions above from Para 1 to 25 are accepted.**

**Seal & Signature of the bidder**

**TENDER FORM FOR HIRING OF COMMERCIAL VEHICLE ON PER DAY RENT BASIS FOR FOOD SAFETY WORK**

Part- I-A

**(Technical Bid)**

1	Name of the Firm/ Individual	
2	Name of the Owner	
2	Address of the Firm/ Individual	
3	Contact Number	
4	Email ID	
5	PAN Number (Photocopy to be submitted)	
6	GST Registration Number (Photocopy to be submitted)	
7	Tender Paper Cost @Rs.448/-	DD No. Date:
8	EMD @Rs.5000/-	DD No. Date:
7	Whether Term and Condition submitted signed by the bidder as agreed to abide by all terms and conditions of the Tender (Yes/No)	

**DECLARATION**

I/we hereby certify that the terms and conditions etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is complete and correct to the best of my/our knowledge I /We understand that in case of my deviation in the above statement at any state, the tenderer shall be blacklisted and will not have any dealing with in future.

**(Full Signature and seal of the authorized signatory)**

Place:  
Date :

**TENDER FORM FOR HIRING OF COMMERCIAL VEHICLE ON PER DAY RENT BASIS FOR  
FOOD SAFETY WORK**

Part- I-B

**(Financial Bid)**

(Please don't change the format)

**DAILY HIRING RATES FOR VEHICLE (Exclusive of Taxes)**

<b>Sl. No</b>	<b>Particulars of Vehicle</b>	<b>Daily Charges in Rupees (In Figure)</b>	<b>Daily Charges in Rupees (In Words)</b>
1	Bolero GLX (A/C)		
2	Bolero (Non A/C)		
3	Indigo		
4	Celerio (Diesel)		
5	Swift Dzire (Diesel)		

**Other Conditions:**

- a) Model should not be less than the year 2017 for any vehicle.
- b) Driver should have 3 years experience of driving Car/Taxi.
- c) In other word bill will have following component i.e. Hiring Charges (vehicle with driver).

**(Full Signature and seal of the authorized signatory)**

Place:

Date :