

Request for Proposal (RFP) Document For Hiring of Vehicles Under Rashtriya Bal Swasthya Karyakram (RBSK)



**O/O CDM&PHO Cum District Mission Director
National Health Mission
Department of Health & Family Welfare
Government of Odisha**





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O/o- Chief District Medical and public
Health Officer, Cuttack



ADVT NO-RBSK 115745

DTD- 07/09/2018

**REQUEST FOR PROPOSAL(RFP) FOR HIRING OF
VEHICLE FOR RBSK**

Sealed proposals as per the prescribed RFP document are invited from interested eligible bidders (Private individuals / Tour operators / Travel Agency / Society / Firm) for hiring of vehicle for mobile medical team at Block CHCs on a monthly basis for implementation of Rasthriya Bal Swasthya Karyakram (RBSK). The eligibility criteria, the terms of reference and the formats for submission of bid are set forth in the RFP document, which can be downloaded from the website www.Cuttack.nic.in.

Interested bidders fulfilling the eligibility criteria may submit the proposal(s) (with EMD & documents at per RFP) for one or more than one Block CHCs of their choice. The details of the Block CHC(s) are mentioned in the RFP document. The bidders have to submit their proposal(s) at the office of the CDM&PHO, Cuttack. The proposal(s) complete in all respect should reach the O/O Chief District Medical and Public Health Officer, Cuttack on or before 18th Sept'18(till 2.00PM). The technical & financial bids shall be opened at the office chamber of CDM&PHO, Cuttack on 18th Sept'18 at 3.30PM. The CDM&PHO, Cuttack reserves the right to reject any or all the proposals without assigning any reason thereof.

[Handwritten signature]
18/09/18

**Chief District Medical and Public Health Officer Cum DMD,
Cuttack.**

SECTION -II

INSTRUCTIONS TO BIDDERS

1. Scope

Interested bidders fulfilling the eligibility criteria may submit their bid **separately for one or more than one block of their interest.**

In view of RBSK, **all existing vehicle providers /owners** of the **MHU** have to apply **afresh** for continuation under this scheme.

2. Eligibility Criteria

- Any private individuals/ Tour operators / Travel Agency / Society /Firm can participate in the tender process.
- Should submit the required EMD @ **Rs.10,000/-** for **each vehicle offered.**

Note : Vehicles with only commercial registration shall be accepted.

3. Submission and Signing of Tender

Interested eligible bidders may submit their bid(s) **separately for any block of their interest.** The bidders interested to submit their bids for **more than one block**, can do so by submitting **separate bids** with **EMD & documents** as set forth in this RFP Document **at the office of the Chief District Medical Officer, Cuttack**, the details of which is mentioned in Section IV : Schedule of Tender Submission.

4. Packing, Sealing and Marking of Bid

- (a) The **sealed envelope** containing the Annexure- I, Photocopy of the required documents & Annexure –II should clearly be **super scribed** with the following:

Tender for “Hiring of Vehicles under Rashtriya Bal Swasthya Karyakram (RBSK)”.

- **RFP no. & Block Name** (The bidder should clearly mention the **Block Name for which the proposal is submitted**)
- The bidder’s Name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed** to the **Chief District Medical Officer, Cuttack** for which they want to bid (as mentioned at Section - IV: Schedule of Tender Submission)

5. Content of the Tender Submission

The sealed envelope shall contain the following :

1. EMD of **Rs.10,000/-** in the shape of a Demand Draft (for ***each vehicle*** they want to offer) in favour of the ZSS RCH-II, Cuttack, (*name of the Block CHC as mentioned at Section – IV: Schedule of Tender Submission for which the bidder is interested to bid*)
2. **Annexure-I** duly filled in
3. Any other details, the bidder like to include in the proposal.
4. **Annexure–II (Financial Bid)** with proper signature and seal of the bidder.

6. Number of Proposals

Interested bidders fulfilling the eligibility criteria may submit their proposal **separately for any one /more than one Block of their choice.**

The bidders have to submit their proposal(s) at the O/O CDM&PHO, Cuttack .

SECTION –III

TERMS OF REFERENCE

Hiring of Vehicles for Mobile Medical Teams (MMT) Under RBSK

1. What is RBSK:

The National Rural Health Mission is launching a new initiative of **Rashtriya Bal Swasthya Karyakram (RBSK)**, a Child Health Screening and Early Intervention Services Programme to provide comprehensive care to all the children in the community.

The objective of this initiative is to improve the overall quality of life of children (0 – 18 years) through early detection of birth Defects, Diseases, Deficiencies, Development Delays and Disability. The high burden of these childhood ill health contributes significantly to child mortality, morbidity and out of pocket expenditure of the Poor families. Child Health Screening and Early Intervention Services envisage covering 30 Identified health conditions for early detection, free treatment and its management.

2. Mobile Medical Teams Under RBSK

Under RBSK, Mobile Medical Team (MMT) will be formed for periodical child health screening at AWC, School and at +2 Junior colleges. The MMTs will cover at least once in a year to non-Residential Schools, bi-annually to Anganwadi centres and quarterly to Residential Schools. Per day each MMT will screen average 90 children at AWCs or 150 School /college students as per the prepared micro plan.

The MMT will comprised of two AYUSH Doctors (one male & one female), one Pharmacist and one ANM.

Total of 723 teams will be formed across the State at the rate of **3 teams** per each tribal blocks and **2 teams** per each non- tribal blocks. However, in case of 23 least populated tribal blocks only 2 teams per block shall be allotted. **The district and block wise list** of MMTs proposed to be engaged is at **Section IV**. In view of GPS fittings, all existing bidders have to apply afresh for continuation under this scheme.

3. Location & Operational Area of MMTs

- **Each Mobile Medical Teams (MMT)** will be allotted with a specific operational area under the Block CHC for visit of targeted institutions.
- The vehicle will be attached to the Block CHC at the **disposal of MO I/C**.
- **In case the Block CHC isn't located centrally**, then the MMT would be positioned in such a way that it covers its targeted institutions with minimal distance coverage
- The hired vehicle will be stationed at respective health institution.

4. Essential Features of Vehicles to be engaged for MMT

- The vehicle shall not be more than 5 years old at the time of hiring / award of contract **from the initial registration**.

- The hired vehicles, during period of contract, shall have all necessary **valid MV documents such as:-** Valid Registration Certificate, Insurance certificate, fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
- **The Department/ Office hiring the vehicle shall not be responsible for any damage/ loss** cause to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

Specifications (as per Office Memorandum of Finance Deptt. No. 34085 /Fin-COD-MV-0007-2012, dated 29.09.2012)

Type of Vehicles permissible to be hired	Make & Model	Minimum Average Mileage / Lit. for reimbursement purpose	Maximum Hire charges per month	Remarks
Non-AC Diesel driven vehicles having sitting capacity not less than 6 persons including driver.	Mahindra Max/ Marshal/ Bolero/Tata Sumo	12 Kmpl	Rs. 14,000/- (However, rate will be fixed for all vehicles as per L1 rate of the respective Urban unit)	GST would be reimbursed separately over & above the hire charges.

- **The Driver of the vehicle must have a valid Driving License** for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- For effective coordination, the driver of the vehicle has to be provided with a **mobile phone by the Vehicle owner.**
- **The Driver** should have a clean track record without any history of conviction in the court of law.
- The vehicle will be connected with **GPRS by the Health department.** The GPRS equipment would be installed in the vehicle by the Health Department

- **Vehicle will be hired locally** on contractual basis. The contracts shall be initially for a period of **one year which may be extended subject to** satisfactory performance assessed by appropriate authority every year subject to budget provision in the PIP.
- Any private individuals/ Tour operators / Transport Agency / Society /Firm can participate in the tender process.
- **The monthly rate of hire charge** be quoted separately in the price bid (excluding fuel and lubricants).

- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, VAT, parking fee, toll tax etc for which State Government will not pay.
- **In case of breakdown** for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
- The Vehicles shall report for duty for **minimum of 26 days** in a month.
- The vehicles shall be required generally for **10 hours in a day** (8 AM to 6 PM)
- **In case of emergency**, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- The vehicle will be used exclusively for **RBSK related health services**.
- The driver will maintain a log book to track vehicle movement. The log book will be verified and checked by the Medical Officer of MMT and counter checked by the M.O I/C on regular basis.
- NHM shall invest additional fund for branding & setting up of GPRS in these vehicles.
- If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the competent Authority for engagement of vehicle/s.
- All charges will be paid on monthly basis as per the terms of reference within fifteen days of the submission of bills by the service provider. No advance payment will be made in any circumstances.
- If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement. The Contract will also be **terminated in case of following reasons;**
 - ✓ If the **behaviour of the Driver** is not proper;
 - ✓ Any attempt to **tamper** the log book/GPRS device;
 - ✓ In case of the vehicle do **not report regularly;**
 - ✓ In case the driver of the vehicle is found to be convicted.
- In case the service provider intends **to withdraw the services** of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.

6 EMD/Security Deposit

- **Tenders shall have to deposit EMD of Rs. 10,000/-** (Rupees Fifteen Thousand only) per vehicle offered in the form of crossed Demand Draft/Pay Order in favour of ZSS RCH II along with their tenders. Tenders received without EMD will not be entertained / considered at all and will be rejected summarily. Tenders received along with EMD in the form of cheque/cash will not be accepted / considered and rejected. No interest would be paid on the EMD.
- **Forfeiture:** The EMD will be forfeited if the vendor withdraws or amends impairs and derogates from the tender or fails to execute duties on time as per ToR in any respect within the period of validity of tender.

- **Refund:** (i) EMD will be refunded to the unsuccessful tender within thirty days from the date of issue of work order to the successful tender and no interest would be paid thereon; and (ii) EMD of the successful tender will be converted into security deposit. No interest will be paid on the EMD/Security deposit.
- **Extension of EMD:** In case the contract signed with service provider (successful bidder) is extended beyond one year, on mutual consent, the service provider will have to submit fresh EMD for the extended period.
- **Refund of security deposit:** Will be refunded to the contractor after sixty days from the date of completion of the contract period and no interest would be paid thereon.
- For timely completion of the tender process, **tender notice will be published centrally** by the District office indicating requirement of vehicles on hire basis. However, **tender documents will be submitted at CDM&PHO Cuttack.**
- **Sealed tenders** in the prescribed form duly super-scribed "Tender for Hiring of Vehicles for Mobile Medical Team under RBSK" addressed to the CDM&PHO Cum District mission Director Cuttack.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorized signatory on each page.
- **The District Tender/Procurement** Committee will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatsoever will not be accepted/considered at all under any circumstances.
- The agreement will be **executed between the Competent Authority and the approved L1 bidder.**
- The monthly hiring charges of all vehicles required for the block will be fixed as per the L1 price of the respective block. If requisite number of vehicle is not provided by the L1 bidder, L2, L3, L4 and so on bidders shall be selected provided they match to the L1 rate.
- In case, no bid is received/ finalized for any block, vehicle may be hired on **daily basis as per prevailing market rate not more than Rs. 500/- per day excluding DOL, till finalization of the tender.**

Technical Bid for Hiring of Vehicle under RBSK

Name of the **Block CHC** applied for:

1.	Name of the Bidder			
2.	Address & Telephone/Mobile No.			
3.	E-mail of the contract person, if any			
4.	ID Proof of the Individual / Registration certificate of the Organization (Photocopy)			
5.	Details of EMD enclosed (EMD @Rs.10,000/- per vehicle to be submitted)			
6.	Details of Vehicle (s) enclosed (Only vehicle with Commercial registration shall be accepted) <ul style="list-style-type: none">• Date of Purchase-• Make & Model-• Registration No.-• Insurance certificate• Fitness Certificate,• Up to date tax payment Documentary evidence (Photocopy) for all above details to be attached.	Vehicle 1	Vehicle 2	Vehicle 3
7.	Declaration - I/We are not black- listed by any Central/State Government/Public Sector Undertaking in India. (To be furnished in non judicial stamp paper of worth Rs.10/- duly certified by Notary)			

N.B: EMD @Rs.10,000/- per vehicle to be submitted

Yours faithfully,

(Signature of the Applicant)

Name:

Designation:

Seal:

Financial Bid

Make & Model Vehicle	*Monthly Hiring Charges (Rs.) including all charges of the Driver (Exclusive of Fuel Cost & GST)

(*Pl. refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at Section –III of the RFP)

Signature

Name (Firm/Company/Tour operator/Individual) _____

Date :

Place :

Seal _____