



OFFICE OF THE MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
PRAFULLA CHANDRA SEN GOVT MEDICAL COLLEGE & HOSPITAL (Hospital Side)
Arambagh, Hooghly, PIN- 712601
DEPARTMENT OF HEALTH AND FAMILY WELFARE
GOVERNMENT OF WEST BENGAL

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Memo No: PCSGMCH/MSVP/4263/2024

Date: 30/10/2024

QUOTATION NOTICE

Ref:- No. H/TDE/1014/HFW-46019(11)/21/2023-TRANS SEC-Dept. of H&FW Dated 30/09/2024 of the Special Commissioner, Govt. of West Bengal, Dept. of H&FW, Transport Branch

THE MSVP, PRAFULLA CHANDRA SEN GOVERNMENT MEDICAL COLLEGE & HOSPITAL, ARAMBAGH UNDER HER ADMINISTRATIVE JURISDICTION INVITING TENDER FOR HIRING ONE (01) VEHICLE (COMMERCIAL) ON MONTHLY BASIS FOR ACCOUNTS OFFICER OF THE OFFICE OF THE UNDERSIGNED, REGARDING GROUPS MENTIONED BELOW:

SL.NO	Mass Emission Standard	Category of Vehicles	Basis Rate	Unit Of Rate (per day)	Maximum Ceiling of rate
1.	Bharat Stage-II BS-III purchased on or after 01.05.2005 with Diesel/L.P.G/ CNG Engine.	NON-AC NON-OPERATIOAL MOTOR CAB	Monthly hiring		Monthly rate is for 10 hrs a day and additional charge @ Rs /- 20.00 per hour beyond 10 hour Fuel is allowed 1 liter for 12 km. Mobil oil @ 5 liters per 2500 km run.

The detailed tender documents will be available at the Notice Board at the office of the undersigned. Start Date of collecting documents and submission from 30.10.2024 at 3.00 P.M. onwards. and last date of submission is on 12.11.2024 up to 03.00 P.M. at the office of the undersigned.

MSVP

Prafulla Chandra Sen Government Medical College & Hospital
Arambagh, Hooghly

TERMS AND CONDITIONS:

1. Quotation should be submitted in separate sealed envelope.
2. Each bidder shall submit only one price quotation / tender.
3. Each page of bid document should be self-attested by the bidders.
4. The sealed envelope should clearly mention on the top — the memo no. and date of this notice in response to which quotation / tender is being submitted
5. Rate of the Quotation should be Submitted as per enclosed format Annexure-A.

6. ELIGIBILITY CRITERIA:

- a. Self-attested Xerox copies of valid **Trade License, PAN Card, and car papers (Blue book, Vehicle Tax paper, Insurance Paper,)** of the vehicles, should be submitted along with the quotation. Original certificate may have to be produced at the time of the opening of the quotations / tender.

07. BID PRICE

- a. The prices shall be quoted in Indian Rupees only.
- b. The rates quoted by the bidder shall be valid for **ONE YEAR** only from the date of contract and cannot be altered under any circumstances.
- c. The price should clearly state the rate inclusive all taxes and other charges.
- d. The reporting place of all the vehicles would be office complex of **MSVP, Prafulla Chandra Sen Government Medical College, Arambagh.**

Please go through the "**Maximum Ceiling of rate**" as stated in the last Column of the table of the **Annexure -A**

08. VALIDITY OF TENDER: Tender shall remain valid for a period of **SIX MONTHS** from the date of issuance of work order.

09. No advance payment will be made to the selected tenderer. Payment will be made by this office in monthly basis within 15 (Fifteen) working days, in receipt of bill along with log book properly signed by the **Competent Authority.**

10. Cost of road tax, insurance, and wages of driver and other incidental expenses in running and maintenance of car are to be borne by the vendor himself.

11. If the vehicle is out of order, the vendors shall provide substitute vehicle immediately. In case, the vehicle does not report at all, the **MSVP, Prafulla Chandra Sen Government Medical College&Hospital, Arambagh,** will have a right to terminate the contract at once without assigning any reason.

12. All the vehicles are hired to get their services for 24 hrs (24 x 7 days) basis and as when necessary.

13. Payment shall be made by the **MSVP, Prafulla Chandra Sen Government Medical College& Hospital, Arambagh, (as applicable)** at the end of every month on the presentation of all bills in triplicate within a reasonable time. However, no interest is payable on delayed payment.

14. The driver running the car should have valid driving license and having experience more than 5 yrs and the vehicle should be registered under the Transport Deptt. of the State Govt. A certificate to this effect should be provided. The driver of the vehicle must follow traffic rules and regulations prescribed by the Government from time to time.

15. The driver must observe all the etiquette and protocol while performing the duty. He must be neatly dressed, should wear proper uniform and must carry a mobile phone in working condition, for which, no separate payment shall be made by the **MSVP, Prafulla Chandra Sen Government Medical College& Hospital, Arambagh,** in case if the driver is found to be in drunken state while on duty, the contract is liable to be terminated without assigning any further reason.

16. The contract between the **MSVP, Prafulla Chandra Sen Government Medical College& Hospital, Arambagh,** and vendor may be cancelled with a notice period of one month from either side.

17. A daily record for time and mileage for each vehicle shall be maintained separately in a log book and to be duly signed by competent authority.

18. After placement of order, **MSVP, Prafulla Chandra Sen Government Medical College& Hospital, Arambagh,** reserves the right to cancel/add/modify the whole order and/or any part thereof at any point of time.

9. EVALUATION OF QUOTATION/TENDER:

The Tender Committee, Prafulla Chandra Sen Government Medical College & Hospital, Arambagh shall evaluate and compare the quotation/tender determined to be substantially responsive i.e., which are properly signed; and Conform to the terms and conditions and specifications. The quotations would be evaluated separately.

20. AWARD OF CONTRACT:

- The MSVP, Prafulla Chandra Sen Government Medical College & Hospital, Arambagh, will award the contract to the bidder whose tender has been determined to be **substantially technically responsive and who has offered the lowest evaluated quotation price.**
- The MSVP, Prafulla Chandra Sen Government Medical College & Hospital, Arambagh, reserves the right of acceptance or rejection of any tender and to cancel the bidding process at any time prior to the award of contract without assigning any reason whatsoever.

21. No ambiguity in the documents will be entertained.

22. In case the bid opening date is subsequently declared as a holiday, the bid will be opened at the same time on next working day and the bid will also be accepted on the same day.

23. Important Information.

1.	Date of publish of NIT	30.10.2024 at 3.00 P.M
2.	Document issue start date	30.10.2024 at 3.00 P.M
3.	Bid submission start date	30.10.2024 at 3.00 P.M
4.	Bid submission closing	12.11.2024 at 3.00 P.M
5.	Last date for submission of Hard Copy of the all documents in the tender box kept in the office of the MSVP, Prafulla Chandra Sen Government Medical College & Hospital, Arambagh, Hooghly	12.11.2024 at 3.00P.M
6.	Bid opening	12.11.2024 at 4 P.M.
7.	Date of Issue AOC for L1 bidders:	Later On

Enclosure: Annexure -A

MSVP
Prafulla Chandra Sen Government Medical College & Hospital
Arambagh, Hooghly

Annexure -A

SL.NO	Mass Emission Standard	Category of Vehicles	Basis Rate	Maximum Rate Per Vehicles per day (In Rupees)	Bid price per vehicles per day(In Rupees) (For bidders only)
1.	Bharat Stage-II BS-III purchased on or after 01.05.2005 with Diesel/L.P.G/ CNG Engine.	NON-AC NON- OPERATIOAL MOTOR CAB	Monthly hiring	490	

APPLICATION FOR TENDER (Annexure-II)

(To be printed on Letter Head)

To
The Medical Superintendent -cum -Vice-Principal,
Prafulla Chandra Sen Government Medical College& Hospital, Arambagh.

Quotation No. _____ Dated: ____/____/2024

Sir,

Having examined the NIT documents, I/we hereby like to state that I/we willfully accept all your terms and conditions and offer to execute the works / supply as per NIT number stated above. I/We also agree to remedy the defects after/during execution of the above work / supply in conformity with the conditions of contract.

Dated this _____ Day of _____, 2024.

Full name of applicant: _____

(in BLOCK Letter)

Signature: _____

In the capacity of: _____

Duly authorized to sign bids for & on behalf of (Name of Firm): _____ (In block capitals

or typed)

Office address: _____

_____ Pin _____

Mobile No: _____

E mail ID: _____

(Annexure III)

(Affidavit on Non-Judicial Paper worth Rs 50.00 for Non-Conviction& Non-debarment/nonblacklisting sworn before the Notary Public / JudicialMagistrate/Executive Magistrate on or after the date of publication of theTender Notice)

I..... the proprietor/ promoter/ director (of the firm), its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any government ministry/Medical College/ local government/ PSU/ Pvt. Institution etc. in the last two years from scheduled date of opening of this e-tender.

General Information about the Tenderer(Annexure IV)

SL	Particulars	Details to be furnished	
Details of the Tenderer (Organization)			
1.	Name of the Firm / Organization		
2.	Name of the Owner / Proprietor		
3.	Address		
4.	Mobile No.		Email Id
Details of Authorized person (If any)			
5.	Name		
6.	Address		
7.	Mobile no.		Email Id
Information about the Organization			
8.	Valid Trade License No.		
10.	PAN No. of Firm / Organization or Owner / Proprietor		
11.	GST No if any		
12.	Bank Account Number		
13.	Type of Account	Savings / Current / CC	
14.	Bank Branch Name and Address		
15.	Bank IFSC Code		

Date:-

Signature & Seal of the Tenderer

CONTRACT FORM

[To be signed on a stamp paper of denomination of Rs.50/- (ten only) or above]

Name and address of the health facility issuing the contract.....
.....
.....

Contract No _____ dated _____

1. This is in continuation to Notification of Award of Contract No _____ dated _____ against tender no. _____ dated _____ and subsequent amendment No, _____ dated _____ (if any), issued by the purchaser.

2. Name and address of the contractor/agency:
.....
.....

3. Contractor/agency's Bid No dated ____ and subsequent communication(s) No dated ____ (if any), exchanged between the contractor/agency and the purchaser in connection with this e-tender.

4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned above, shall also be deemed to form and be read and construed as integral part of this contract:

- i. The e-tender document no..... dt.....
- ii. Tender Application Form furnished by the contractor/agency
- iii. Technical and Financial Bid submitted by the contractor/agency
- iv. Purchaser's Notification of Award of Contract

The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under Section II: PREAMBLE of the e-tender document shall also apply to this contract.

5. The brief particulars of the services which shall be supplied/ provided by the contractor/agency are as under:

Schedule No.	Brief description of services	Contract price

5.2 Financial limit to this contract is Rs.....(contract price)

5.3 Annexure: Documents listed in Clauses 4(i) to 4(iv) above.

Signature, seal, name and address of the purchaser's/ consignee's authorized official)

Received and accepted this contract

(Signature, seal, name and address of the contractor/agency's executive duly authorized to sign on behalf of the contractor/agency)