
 <p>सत्यमेव जयते</p>	<p>Government of West Bengal Office of the Chief Medical Officer of Health Banomalipore, Barasat, North 24 Parganas, PIN-700124 Ph. No.: 033-2552-3129 E-mail:cmohn24pgs@gmail.com</p>	 <p>NATIONAL HEALTH MISSION জাতীয় স্বাস্থ্য মিশন</p>
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NIT No. CMOH(N24Pgs)/Tender/H.V-2915

Date : 13/04/2023

ELECTRONIC TENDER (e-Tender) NOTICE



Sealed Tenders are hereby invited from accredited bona fide vehicle operators/owners to create a panel of accredited vehicle owners for hiring of vehicles of descriptions mentioned in Section VI of this notice for official use in the Office of the Chief Medical Officer of Health and District Health and Family Welfare Samiti, 24 Parganas (North) and other units in its jurisdiction. (as per Section-VI).

Intended bidders are requested to submit their bids through e-Tender Portal (<https://wbtenders.gov.in>) by following the terms & conditions of this NIT and as per the date & time schedule mentioned below-

DATE & TIME SCHEDULE FOR THE e-TENDER

Sl. No.	Particulars	Date & Time
1	Date of publishing of NIT & OID online.	19/04/2023, 9.00AM
2	Online documents download start date.	19/04/2023, 9.30AM
3	Online documents download end date.	29/04/2023, 5.00PM
4	Online Bid submission start date.	19/04/2023, 10.00AM
5	Online Bid submission closing date.	29/04/2023, 6.00PM
6	Online Bid opening date for Technical Proposals.	01/05/2023, 6.00PM
7	Online uploading the list for technically qualified bidders.	To be notified later
8	Date of online opening of Financial Proposal.	To be notified later

Any subsequent notices/circulars/corrigendum related to this e- tender shall be uploaded at <https://wbtenders.gov.in>, www.wbhealth.gov.in, www.north24parganas.gov.in and <https://north24parganashealth.org> websites only. Bidders are requested to check these websites regularly for this purpose.

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This e-tender document comprises of the following sections:

- Section I : Definition
- Section II : Requirements
- Section III : EMD
- Section IV : General Instructions to Bidders (GIB)
- Section V : Tender Application Form
- Section VI : Description of vehicle
- Section VII : Eligibility Criteria & Terms & Conditions



The e-tender shall be evaluated under the two-bid system, i.e., through evaluation of technical and financial bids uploaded by the bidder online on the e-tender website of <https://wbtenders.gov.in>.

Section I : Definition

1. "Purchaser" means the e-tender inviting authority, purchasing goods and/ or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees. For this e-tender the purchaser is the CMOH, North 24 Parganas.
2. "Bid" means Proposal/ Quotation received from a Firm / Bidder against the e-tender.
3. "Bidder" means the Individual or Firm or Agencies submitting Bids/ Quotations.
4. "Contractor" means the individual or the firm supplying the goods and/ or services as incorporated in the contract.
5. "Goods" means the articles/material/foods/raw materials required to supply to the purchaser under the contract.
6. "Earnest Money Deposit" (EMD) means Bid Security/ monetary amount or financial guarantee to be furnished by a bidder along with its bid.
7. "Contract" means the written agreement entered into between the purchaser/ consignee and the contractor, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
8. "Specification" means the document/ standard that prescribes the requirement with which goods and/ or service has to conform.
9. "Inspection" means activities such as measuring, examining, testing, gauging features of the goods and / or service and comparing the same with the specified requirement to determine conformity.
10. "Bill of Quantity (BOQ)" is the name for price schedule (financial bid) in e-tender software.

Section II : Requirements

1. Service of "**Commercial vehicle of the description mentioned in Section VI of this NIT**" to the office of the undersigned. **(AS per Section VI of this NIT).**

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Section III : EMD

Sl. No	Particulars	EMD Amount
1	<p>Supply of vehicles of descriptions mentioned herein under for official use in the Office of the Chief Medical Officer of Health and District Health and Family Welfare Samiti, 24 Parganas (North). (AS per Section VI of this NIT).</p>	3600.00

a) The process may be followed as per memorandum of the Finance Department Audit Branch vide Memo No-3975-F(Y) dated: 28 th. July, 2016.

1. Login by bidder:

a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc shall login to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.

b) He will select the tender to bid and initiate payment of pre-defined EMD/ Tender Fees for that tender by selecting from either of the following payments modes:-

i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;

ii) RTGS/NEFT in case of offline payment through bank account in any Bank

2. Payment procedure:

a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway

i.) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage(along with a string containing a Unique ID)where he will select the Bank through which he wants to do the transaction.

ii.)Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

iii.)Bidder will receive a confirmation message regarding success/failure of the transaction.



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iv.) If the transaction is successful, the account paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/P, R.Is, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees .

v.) If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT

i) On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre- filled challan having details to process RTGS/NEFT transaction.

ii) The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account.

iii) Once payment is made , the bidder will come back to the e- procurement portal after expiry of a reasonable time to enable the NEFT/ RTGS process to complete ,in order to verify the payment made and continue the bidding process.

iv) If verification is successful, the fund will get credited to the respective Pooling Account of the State Government / PSU/Autonomous Body/Local Body/ PRIs etc. Maintained with the focal point branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD /Tender Fees.

v) Hereafter, the bidder will go to e-Procurement Portal for submission of the bid .vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

3. Refund/ Settlement Process.

i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-payment portal of the State Government, the tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e procurement portal through web services.



ii) On receipt of the information from the e procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority.



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- iii) Once the financial bid evaluation is electronically processed in the e- procurement portal, EMD of the technically qualified bidders other than that of L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority. However, L2 bidder should not be rejected till the LOI process is successful.
- iv) If the L1 bidder accept the LOI and the same is processed electronically in the e- procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on Award of contract (AOC) to the L1 bidder is uploaded to the e-procurement portal the tender inviting authority.
- v) As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e- procurement portal –
- a) EMD of the L1 Bidder of the tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head'8443-00-103-001-07' through GRIPS along with the bank particulars of the L1 bidder.
- b) EMD of the L1 bidder for the tenders of the State,/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.
- In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.
- vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e- procurement portal for updation.
- vii) Once the EMD of L1 bidder is transferred in the manner mentioned above ,Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. Tenders.
- viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.
- ix) Earnest money will be returned to the unsuccessful bidders without any interest after conclusion of the resultant contract. The earnest money of successful bidder shall be returned without any interest after completion of entire job assigned to the selected bidder on furnishing the completion certificate from the concerned authority.

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Section IV : General Instruction to the bidders

Technical Proposal

1. Statutory Cover shall contain the following documents: (Bidders shall upload self attested copies)

1. Application to participate in e-tender as per Section V: Tender Application Form
2. Technical Documents
3. Scanned copy of EMD.

2. Non Statutory Cover will contain the following documents-

1. Contract Carriage Permit issued by the State Transport Authority, West Bengal.
2. Motor Insurance Certificate
3. Up to date MV Tax and other Fee receipt issued by the State Transport Department
4. Up to date Pollution Control Certificate
5. Certificate of Registration in favour of the owner
 - Certificate of Fitness issued by the State Transport Department
 - Pan Card of the Owner
 - Bank Details of the Owner

3. Financial Proposal (Single File)

The price schedule in form of BOQ (excel file) will be found under the published NIT schedule in the website (<https://wbtenders.gov.in>) and the least/ offer price must be quoted against each item(s),

Opening of Tender



The purchaser will open the bids on the specified date and time as indicated in the NIT. The Bidder/Authorized representative of the bidder may attend on the date of opening of bid as well as the pre-bid meeting as per schedule. The EMD for the said tender shall be verified first. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation

Opening of Technical Proposals:

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs).

In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR e-TENDER BY THE BIDDER IN HIS/HER TECHNICAL/FINANCIAL PROPOSAL, BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee will examine the original documents as they are uploaded as e-tender documents as per Section-IV clause 1 & 2. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.

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The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

Section V : Tender Application Form (to be given in Official letter head with proper seal & signature)

**To
The Chief Medical Officer of Health
North 24 Parganas**

Ref: Your e-tender document No.

I/We, the undersigned have examined the entire e-tender document, including amendment/corrigendum number, dated.....(if any)eligibility criteria,required documentations, terms & conditions etc.The receipt of which is hereby confirmed.

I/We now offer to supply and deliver the goods and/ or services in conformity with your above referred document for the sum, as shown in the price schedule/Bill of Quantity attached herewith and made part of this bid.

I/We hereby declare that all data and documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If my/our bid is accepted, we undertake to supply the goods or service as per the specification, in accordance with the delivery schedule and terms and conditions, including amendment/ corrigendum if any.

I/We further understand that you are not bound to accept the lowest or any bid you mayreceive against your above-referred tender enquiry.

I/We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities/ Organization/ Institution/ local bodies and never convicted by any Court of law for any offence.



Brief of court/legal cases pending, if any, are following:

We would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by you to verify this statement.

I/We understand that the e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

(Signature with date)

(Name,designation, seal of authorised person to sign bid for and on behalf of Bidder)

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Section VI : Description of vehicle

Sl. No	Description of vehicle	Seating Capacity	Ceiling for Monthly Rate	Ceiling for Casual Hiring	Allowable limit of Fuel Consumption
1	Maxi Cab with engine capacity 2000 c.c. and above with air condition	6 Persons	Rs.590/- per day	Rs.16/- per km or Rs.135/- per hour whichever is higher	10 km/litre
2	Motor Cab/Maxi Cab having engine capacity less than 2000 c.c. with air condition	4/6 persons	Rs.525/- per day	Rs.15/- per km or Rs.120/- per hour whichever is higher	12 km/litre (Motor Cab) &10 km/litre (Maxi Cab)
3	Maxi Cab non air condition	6 Persons	Rs.490/- per day	Rs.13/- per km or Rs.80/- per hour whichever is higher	10 km/litre
4	Motor Cab having engine capacity less than 2000 c.c. non air condition	4 persons	Rs.475/- per day	Rs.13/- per km or Rs.75/- per hour whichever is higher	12 km/litre

Section VII: Eligibility, Terms & Conditions

1. Bid shall be made for diesel driven vehicle only.
2. Rate for casual hiring is applicable for hiring of vehicle up to 10 days in a month. Rate for casual hiring is inclusive of fuel and all other charges.
3. Fuel will be provided up to the allowable limit in case of monthly hiring only. Mobil oil shall be issued @5 Ltr. Per 2500 km run.
4. The undersigned has the right to cancel partly or wholly the tender process without assigning any reason thereof.
5. Preference shall be given to newly purchased vehicle and latest model in the category and has experience in working with State Government Offices.
6. In case of monthly hiring, Saturdays, Sundays or/and other notified holidays including non working days in a month if the vehicles are kept as 'Stand by' only the daily hiring charges will be paid on the basis of 'Stand by Certificate' given in the log book by appropriate authority.
7. Panel will be prepared according to the ascending order of the rate offered by the bidders against each category of vehicle. Separate panels will be prepared for each category of vehicles. The panel may be utilized by all institutions under District Health & Family Welfare Samity, 24 Pgs(N).



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8. Monthly rate is for 10 hours a day and additional charge @Rs.20/- per hour shall be applicable.
9. Maximum 10 kilometers between garage of the vehicle and the place of reporting is allowed.
10. Period of Contract – up to one year from the date of issue of Work Order if not terminated earlier due to non fulfillment of any terms and conditions. The period may be extended beyond one year subject to the satisfactory performance of the selected bidder and the TIA resolved to that effect.
11. Salary of driver, regular maintenance/repair/yearly fitness, insurance payment etc to be borne by the owner of the vehicle & to be in updated status i.e. on single responsibility basis such that Quoted Price covers bidders all obligations related to the vehicle placed on hire.
12. Incomplete or conditional tender will be summarily rejected.
13. Owner, if selected, should submit one declaration that same vehicle has not been in use under any agreement with any other agency/authority.
14. Supplier must have to arrange and provide substitute vehicle at his own cost in case of any mechanical defect/breakdown making the vehicle under contract off road.
15. After receipt of acceptance eligible bidder should place the vehicle to the unit in as per direction given in AOC.
16. Only transport vehicle having valid contract carriage permit can be placed on hire.
17. The contractor will have to provide replacement driver in case of any eventuality. The undersigned has the right has the right to ask the contractor for removal of driver who is found to be incompetent and/or ill-disciplined.
18. The contractor shall provide name, address, contact numbers and driving license number (along with photocopy of the license) to the undersigned prior to engage the vehicle.
19. The driver shall maintain a logbook of the vehicle. Total distance covered shall have to be recorded on daily basis by mentioning opening and closing kilometer reading. Distance covered from garage to reporting place and vice versa shall have to be recorded separately on each day.
20. The vehicle(s) to be engaged shall be purchased on or after 01.04.2012 and before finalization of tender the authority may direct the bidder(s) to place the vehicle for inspection.

13/4/2013
Chief Medical Officer of Health &
Secretary District Health
& Family Welfare Samiti
North 24 Parganas



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NIT No. CMOH(N24Pgs)/Tender/H.V-2915/1(9)

Date : 13/04/2023

Copy forwarded for information & necessary action to-

1. The Director of Health Services, Government of West Bengal.
2. The District Magistrate, North 24 Parganas.
3. The PO, NHM & Deputy Secretary, H&FWS, Govt. of W.B.
4. The Dy. Chief Medical Officer of Health-I/II/III, DTO, North 24 Parganas .
5. The Accounts Officer & Treasurer, DH&FWS, North 24 Parganas.
6. The Administrative Officer, O/o the CMOH, North 24 Parganas.
7. The I.T Coordinator, SwasthyaBhawan with the request to upload this notice in the official website of SwasthyaBhawan.
8. The D.I.O, North 24 Parganas with the request to upload this notice in the official website of North 24 Parganas District.
9. Office Copy.


13/04/23
Dy. Chief Medical Officer of Health-I
North 24 Parganas