

**Request for Proposal  
For Procurement of Two Wheeler Vehicle**

**Issued By: Chief District Medical & Public Health Officer, Jharsuguda**



**DEPARTMENT OF HEALTH AND FAMILY WELFARE  
GOVERNMENT OF ODISHA**

**RFP Reference No. / Dated: 07.06.2018**



## 1. Notice Inviting Proposal

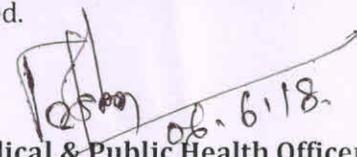
1.1 Proposals are invited by the Chief District Medical & Public Health Officer of District Headquarters Hospital, Jharsuguda from eligible Bidders ( Authorized Dealer) interested to provide Two Wheeler Vehicles & other accessories to District Headquarters Hospital Jharsuguda (RNTCP Department) with the following specific terms and conditions.

1.2 Interested Bidders can obtain the RFP document containing detailed terms and conditions, scope and eligibility criteria from the office of CDM & PHO or can download the same from the website [www.Jharsuguda.nic.in](http://www.Jharsuguda.nic.in). The cost of the RFP document (Rs. 1,000/- including Odisha GST) shall be submitted along with the proposal (technical) in the form of DD in favour of **Zilla Swasthya Samiti (ZSS), RNTCP Jharsuguda**, payable at **Jharsuguda**. The proposals (both technical and financial) by eligible Bidders shall reach the Office of the under signed within due date and time (i.e., 22/06/2018, by 5.00 PM) in the prescribed format and manner. Proposals received after due date and time shall be rejected. There is no system of receipt of proposal through drop box or by hand. Proposals shall be received only through registered post/ speed post or courier service.

1.3 Key Information:

S. No.	Particulars	Information
1	Start Date for sale or availability of RFP document in the official website	08/06/2018
2	Closing Date for sale or availability of RFP document in the official website	23/06/2018, 05.00 PM
3	Cost of RFP Document (including OVAT)	Rs. 1,000/-
4	Last date and time for receipt of proposal	23/06/2018, 05.00 PM
5	EMD in form of demand draft / fixed deposit receipt in favour of <b>Zilla Swasthya Samiti(ZSS), RNTCP Jharsuguda</b> payable at <b>Jharsuguda</b>	Rs. 5,000/-
6	Pre Bid Discussion	12/06/2018, 11.00 A.M.
7	Opening of Technical Bid	23 /06/2018 05.00 P.M., Office Chamber of CDM & PHO, Jsg
8	Opening of Price bid of firms qualified in technical bid	Same Date & Time
9	Address for submission of RFP	CDM & PHO Office, Jharsuguda

**Note:** In case the closing date for sale of RFP document or/ last date for receipt of proposal happens to be a holiday for any reason, the activity will be held on the immediate next working day at the same time & place and as a consequence any changes/ in the dates of the subsequent activities will be informed through suitable media to all concerned.

  
Chief District Medical & Public Health Officer,  
Jharsuguda

## 2. Terms of Reference (TOR)

### 1. ELIGIBILITY CRITERIA OF THE BIDDER:

The bidder must meet the following eligibility criteria and must furnish the proof of documents in **Technical Bid** thereof otherwise the bid will be rejected.

- 1.1 The bidder should have an average annual turnover of 1 crore (Rupees One crore only) in the last 3 financial year i.e., (2014-15, 2015-16 & 2016-17). The Bidder shall submit a certificate as per **Annexure-II** from a Chartered Accountant.
- 1.2 The bidder must have to furnish Odisha GSTIN Registration Certificate along with up-to dated VAT Clearance Certificate of F.Y 2017-18 valid till 31.03.2018.
- 1.3 Self-Declaration form in the firm letter head as per **Annexure-IV**.
- 1.4 Valid Authorization certificate from OEM.
- 1.5 PAN card of the firm.

### 2. SUBMISSION OF BID:

The Bids are to be submitted under Two-Part Bid System. Both the bids should be submitted in separate sealed covers duly super scribed as **TECHNICAL BID** and **PRICE BID** respectively and both the bids should be put into a third cover which should be super scribed as, "**TENDER FOR SUPPLY OF TWO WHEELER VEHICLE**" (as the case may be) and should mention **Tender Ref. No** failing which it will be treated as non-responsive. The Technical Bid should be submitted along with the documents annexed as Annexure- I, II, III, IV (Page no- 6 to 9) and Price Bid as per Page no-10 respectively. The bidder should mention the name and address on each cover.

### 3. TECHNICAL BID:

Documents to be submitted in the Technical Bid are follows:

- i. Demand Draft towards EMD amounting to Rs **5,000/-** (Rupees Five Thousand Only)
- ii. The bidder must furnish PAN and up-to dated VAT Clearance Certificate of F.Y 2016-17.
- iii. Bidder Profile and Pre-Qualification Form (**Annexure-I**)
- iv. Annual Turnover Statement in the letter head of the Chartered Accountant (**Annexure-II**)
- v. The bidder (OEM / Authorised Business Partners) has to submit Manufacturer's Authorisation Form (MAF) from the Original Equipment Manufacturer (**Annexure-III**).
- vi. Self-Declaration form in the firm letter head as per **Annexure-IV**.
- vii. Technical Specification Compliance Sheet at **Page No-05**. Technical information and specifications prescribed by the manufacturer for the items quoted.

### 4. PRICE BID

- i. Hard Copy signed & sealed both in words and figures as per Page No-10.
- ii. The Price bid of the technical qualified bidders will only be opened.
- iii. The net quoted price should both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.
- iv. The cost of Vehicle includes all kinds of taxes including GST & insurance etc.

### 5. TERMS AND CONDITIONS

- 5.1 Bidders are advised to study the tender document carefully. Submission of bids shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

- 5.2 The sealed tender will be received through Registered Post / Speed Post on or before -----he bids received through hand /Telex / Telegrams / Fax / Email shall not be acceptable. It will be opened on **23.06.2018 at 05.00 P.M in the Office Chamber of Chief District Medical & Public Health Officer, Jharsuguda**
- 5.3 The bids will not be accepted after last date and time specified in the tender document.
- 5.4 The bidders shall ensure that each page of the tender document is to be signed with authorized signatory, company seal and indexing.
- 5.5 It is suggested that the perspective bidders may submit their tender after clarifying doubts at the above mentioned address between 11.00 AM to 4.00 PM on all working days from the date of issue of notification till the date of closure of tender.
- 5.6 Quantities may be increased / decreased by the tender inviting authority as per the requirement.
- 5.7 The quoted price shall remain valid for a period of not less than 1 year from the date of approval.
- 5.8 The items should to be supplied and installed within 2 **weeks** from the date of purchase order / award of work. The CDM & PHO, Jharsuguda reserves right to cancel the order in the case of delay in delivery of all the items.
- 5.9 The bidder should quote product as per the specification in the tender document.
- 5.10 Bidders to ensure the availability of critical spare of the Hardware so that the downtime will be less than 3 days.
- 5.11 It would be the responsibility of the Bidder's representative (only one person per bidder) to be present at the venue of opening of Bids.
- 5.12 The items delivered should be new and defect free else if found defective the same has to be replaced immediately.

## **6. MODIFICATION AND / OR WITHDRAWAL OF BIDS:**

Bids once submitted will be treated, as final and no further correspondence in this regard will be entertained. No bidder shall be allowed to withdraw the bid. The CDM & PHO, Jharsuguda has the right to reject any or all the bids received without assigning any reason whatsoever. The CDM & PHO, Jharsuguda shall not be responsible for non-receipt / non-delivery of the bid documents due to any reason whatsoever.



## 7. EARNEST MONEY DEPOSIT – (EMD)

- 7.1 Rs 5,000 (Rupees Five Thousand only) should be paid as EMD in the form of Demand Draft from a Nationalised Bank located in India, drawn in favor of ZSS RNTCP, Jharsuguda payable at Jharsuguda and submitted in the Technical Bid. The bidder should write the organization name at the back side of the DD. ***Bids without EMD shall be treated as non-responsive and will not be accepted. No exemption from submission of EMD is allowed.***
- 7.2 The EMD of successful bidder is liable to be forfeited if the tendered, revokes any terms of the tender within the validity period.
- 7.3 EMDs given by unsuccessful bidders will be refunded after placing of work order to the successful bidder.
- 7.4 EMD of the successful bidder will be forfeited in case the successful bidder fails to accept/executes the order.
- 7.5 EMD of successful bidder will be returned after receiving of successful installation certificate of all items.
- 7.6 EMD shall not carry any interest.

## 8. EVALUATION :

The rates of the item quoted by the tendered who qualify technically will be evaluated after taking the following points into consideration: -

- 8.1 Rate of items of each bidder will be taken after inclusion of the installation, excise duty, transportation, insurance, packing, forwarding, warranty, support & including all taxes as applicable.
- 8.2 After Evaluation the lowest Eligible Bidder (NET Price) will be selected.

## 9. WARRANTY/SUPPORT:

- 9.1 Minimum 5 years warranty of vehicle equipments.
- 9.2 This warranty (Comprehensive)/ support shall remain valid as per the technical specification at Page No-05.
- 9.3 The warranty will cover all the parts of the hardware as per the technical specification provided in the tender document and any replacement or repair required within the warranty period will be provided by the supplier free of cost at the Installed locations. The supplier will take back the replaced parts / goods at the time of their replacement. No claim whatsoever shall be made on the purchaser for the replaced parts / goods thereafter. No travelling allowances or transportation cost will be paid by the purchaser during warranty period.
- 9.4 The Supplier warrants that the Goods supplied under this contract are new, unused, of the most recent or current models and they incorporate all recent improvements in design and materials (even if the advanced facilities are not mentioned in our product specification). The Supplier further warrants that all Goods supplied under this contract shall have no defect arising from design, materials or workmanship (except when the design and / or material is required by the Purchaser's Specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the place of final destination.
- 9.5 The Purchaser / consignee shall promptly notify the Supplier in writing / Fax / Telephone of any claims arising under this warranty.

9.6 Upon receipt of such notice, the Supplier shall with all responsible speed will repair or replace the defective goods or parts thereof without cost to the purchaser to maintain its UP TIME offered in the beginning of purchase otherwise penal provisions shall apply if the supplier fails to keep up its UPTIME.

9.7 If the Supplier, having been notified, fails to remedy the defect(s) within 1 days, the Purchaser may proceed to take such remedial action as may be necessary, like forfeiture of EMD incurred by the purchaser.

## **10. DELIVERY, INSPECTION & INSTALLATION :**

The two wheeler vehicles are to be supply at O/o CDM & PHO, Jharsuguda (RNTCP Unit) Jharsuguda. After delivery & test drive certificate should be obtained from the concerned in charge of the health institution along with stock entry certification that should be submitted to the O/o CDM & PHO, Jharsuguda for process of payment.

## **11. PAYMENT TERMS :**

The payment will be made after successful supply and commissioning of all the items at respective locations. The bidder has to produce installation and commissioning certificate from concerned authority in order to release payments. Payment of the purchase order value will be released after the supply of all the items.

## **12. ARBITRATION:**

Office of the CDM & PHO (RNTCP Unit), Jharsuguda & the supplier shall make every effort to resolve amicably by direct negotiation on any disagreement or dispute arising between them under or in connection with the work assigned. In case of their failure to resolve the matter, it will be referred to the CDMO- cum-District Mission Director, NHM whose decision will be final & binding on both the parties.

## **13. LEGAL JURDICATION:**

All legal disputes are subject to the jurisdiction of Jharsuguda Courts.



## TECHNICAL BID FOR TWO WHEELER SCOOTY

MAKE & MODEL: \_\_\_\_\_

(To be specified)

COMPONENTS SPECIFICATIONS	COMPLIED (Y/N)	DEVIATIONS IF ANY
Engine : Displacement (CC) <= 125 CC	Yes	
Type: Air cooled, 4 – stroke cylinder OHC, Self Start	Yes	
Max Power : 9 (BHP) @ 7000 rpm	Yes	
Maximum Torque :-10.35 N-m @ 4,000 rpm	Yes	10.20 Nm @ 5,000 rpm
Bore:-52.4	Yes	
Stroke:- 57.8 mm	Yes	57.4 mm
Starting: - Kick Start/Self Start	Yes	
Ignition:- Digital CDI with Advanced Microprocessor Ignition System	Yes	
Clutch: Multi Plate Wet	Yes	
Gear Box: 4 Speed Constant Mesh	Yes	
Chassis Type: Tubular Double Cradle Type	Yes	
Suspension: Front Rear :Telescopic Hydraulic Shock Absorbers Rectangular Swing Arm with 5 step . Adjustable Hydrulic Shock Absorbers	Yes	
Accessories: complete built unit along with all standard mounting and accessories e.g. tool kit leg guard, mud flaps, seat covers and standard fitments.	Yes	
Brake: internal Expanding Type (130mm) Wheels & Tyres:2.75X18-42p/4PR	Yes	

Date:

Place:



**Authorized Signatory**

## Annexure-I

### BIDDER PROFILE AND PRE-QUALIFICATION FORM

Name of the Firm/ Company		
Detail Address		
Contact Details		
Email Id		
Address of Service Centre		
Contact Details of the Service Centre		
Email Id		
Type of Company (PSU/ Public/Pvt Ltd/ Partnership/ Proprietary/ OEM/Authorized Business Partner)		
Year of Establishment/ Incorporation		
GSTIN Registration No. with Latest VAT Clearance Certificate (Copy to be Enclosed) 2016-17		
Contact Details of the Person authorized to make communication to CDM & PHO, Jharsuguda		
Name		
Designation		
Contact Details		
Fax No		
Email Id		
Classification (If not OEM, Bidders need to submit OEM Authorization Letter)		
OEM		
Others, PI Specify		
Company/ Firm Details		

Signature of Witness

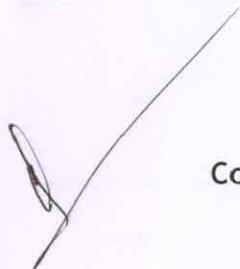
Date

Place

Signature of the Tenderer

Date

Place



Company Seal

## Annexure-II

### ANNUAL TURN OVER STATEMENT (In letterhead of Chartered Accountant)

The Annual Turnover of M/s \_\_\_\_\_ for the past three years are given below and certified that the statement is true and correct.

Sl. No.	YEAR	Turnover in Lakhs (in Rs.)
1	2014-2015	
2	2015-2016	
3	2016-2017	
Average Annual Turnover of last three (3) years		



**Signature of Chartered Accountant**  
**(Full Name in Capital Letter)**

**Date:**

**Place:**

**Membership No.**

**Seal**

**MANUFACTURER'S AUTHORIZATION FORM (MAF)**  
**(In case the bidder is not an OEM)**

Dated \_\_\_\_\_

To,

The Chief District Medical & Public Health Officer,  
Jharsuguda

Dear Sir,

Tender Reference No. \_\_\_\_\_, dated \_\_\_\_\_. We  
\_\_\_\_\_, who are established and  
reputable manufactures of \_\_\_\_\_ having offices  
at \_\_\_\_\_ and \_\_\_\_\_ do hereby authorize  
M/s. \_\_\_\_\_ (Name and address of  
Authorised Business Partners) to offer their quotation, negotiate and conclude the contract  
with you against the above invitation for tender offer. We hereby extend our full guarantee  
of providing warranty support during the warranty period as per terms and conditions of the  
tender and the contract for the equipment, services offered against this invitation for tender  
offer by the above firm.

Yours faithfully,

(Name)

For and on behalf of M/s \_\_\_\_\_

(Name of OEM)

 **Note:** This letter of authority (MAF) should be on the letterhead of the manufacturer (OEM)  
and should be signed by a competent person of the manufacturer.

**SELF DECLARATION FORM**

(To be submitted on Bidder's letter head)

[To be submitted in Technical Bid]

To

The CDMO cum District Mission Director  
Jharsuguda  
At/PO - Jharsuguda-  
Dist- Jharsuguda

Dear Sir,

Sub: Your Tender Ref. No. \_\_\_\_\_, Dated \_\_\_\_\_.

This is with reference to your above mentioned tender for supply and installation of DG Set. Having examined the tender document, we hereby submit our proposal along with the necessary documents. I / We hereby declare that our company is having unblemished past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government/PSU in the country of India.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document. We have also noted that NHM reserves the right to consider/ reject any or all bids without assigning any reason thereof.

 Date: \_\_\_/\_\_\_/2018

**Authorized Signatory:**

**Name:**

**Designation:**

**Place:**

**Phone:**

**Email:**

## PRICE BID DG SET

SL. NO.	SPECIFICATION	Total Cost (Excluding taxes) in Rs per Unit	GST/Any Taxes/ Govt. Duty in Rs per Unit	Total cost (inclusive of all Taxes as applicable) in Rs
1.	TWO WHEELER BIKE (Hayate M/C 125 CC)			