

**DOCUMENT FOR EXPRESSION OF INTEREST
FOR**

- (1) HIRING OF CAR(S) FOR DAILY USE AS
MOBILITY SUPPORT OF SUPERINTENDENT AND
HOSPITAL STAFF**
- (2) HIRING OF HEARSE VAN FOR CARRYING DEAD
BODIES**



Government of West Bengal
Department of Health & Family Welfare
OFFICE OF THE SUPERINTENDENT
M R Bangur Hospital & M R Bangur Super Speciality Hospital
241 & 249 Desh Pran Sashmal Road, Tollygunge, Kolkata - 700033
www.mrbangurhospital.gov.org Email: supdt_mrbh@wbhealth.gov.in, districthospitalspg@gmail.com



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Memo No: MRBH / EOI / 611

Date : 24/4/23

Expression of Interest (EOI) for Empanelment of contractor for Hiring of Vehicles

Expression of interest is invited from individual/firm/Co. for the work -

1. Name of work :- Hiring of Car(s) for daily use on monthly basis as and when required at short notice for deployment in and around Kolkata within a radius of 100 KM.
2. Contract Period :- 2 yrs from the date of empanelment.
3. Last Date/ Time for submission of EOI - on 02.05.2023 up to 3.00 P.M.
4. Date/Time of opening of EOI - on 03.05.2023 at 3.00 P.M.
5. The EOI consists of:
 - i. General terms and conditions: Annexure -I
 - ii. Detail of Car in possession - Annexure -II
 - iii. Application form for expression of interest; Annexure -III
 - iv. Format for Affidavit - Annexure - IV

ABRIDGED EXPRESSION OF INTEREST (EOI)

Name of work - Hiring of Car(s) for daily use on monthly basis as and when required at short notice for deployment in and around Kolkata, within a radius of 100 KM.

EOI Notice No. MRBH/EOI/ 611

Date : 24.04.2023

Submission date & Time - on 02.05.2023 up to 3.00 P.M.

Opening date & Time on 03.05.2023 at 3.00 P.M.

For further details kindly visit our **website – mrbangurhospital.org**



Superintendent
M R Bangur Hospital, Kolkata

Handwritten signature in green ink, dated 24/04/23, with a green arrow pointing to the right.

General Terms and Conditions

1. Expression of interest are invited from individual/firm/Co. for hiring of Car(s) & Hearse Van for use of Govt. Officers and Hospital Staff & Carrying of Dead bodies respectively.

2. Types of Vehicle Required

Vehicle Purpose	Vehicle Make & Model Option	Emission Standard	Rate (As per Transport Dept. GoWB, Notification No. 3564-WT/3M-81/98 Dt. 24.11.2008)
Car for Superintendent	Maruti Ertiga/ Toyota Innova (Diesel) AC	BS-III & above	Rs 525.00 per day (For 10 hrs) Rs 20.00 per hour for additional duty 1 Ltr Diesel for per 12kms 5 Ltr Mobil Oil for per 2500kms
Car for Other Officers and Staff	Maruti Dzire/ Mahindra Bolero (Diesel) AC	BS-III & above	Rs 525.00 per day (For 10 hrs) Rs 20.00 per hour for additional duty 1 Ltr Diesel for per 12kms 5 Ltr Mobil Oil for per 2500kms
Hearse Van (Ambulance)	Maruti Omni / Mahindra Supro (Diesel) Non AC	BS-III & above	Rs 475.00 per day (For 10 hrs) Rs 20.00 per hour for additional duty 1 Ltr Diesel for per 12kms 5 Ltr Mobil Oil for per 2500kms

2. Submission / Opening of EOI/

The Expression of interest is to be submitted in the prescribed Application form (as per Annexure-III) with details as enclosures mentioned below:

- i) Copy of the partnership deed (in case of partnership organization) /Memorandum Association/Certificate of incorporation/Power of Attorney /copy of the agreement of other owner(s) of the vehicle mentioning the vehicle registration nos. (if the vehicle is to be operated by a person other than the owner)
- ii) List of vehicles owned by the individual / firm /company and vehicles also in possession/ under control (supported by agreement in non judicial stamp paper), as the case may be, with details such as type of vehicles, make, model, year of manufacture, registration number, date of registration mentioning Mass Emission Standard, as per Annexure-II.
- iii) Self attested photocopies of the Registration book, copy of valid road tax certificate and pollution certificate for individual vehicles.
- iv) Self certified copy of PAN.
- v) Self certified copy of GST registration Certificate.
- vi) Complete set of this document along with application form of expression of interest duly signed with seal

The bidder should sign each and every pages of this document and application form of expression of interest as an acceptance of the conditions of the contract and submit it alongwith the credentials with seal. Tenders will be received in sealed covers up to 15.00 hours on 02.05.2023 at the Admin Office, 9th Floor, M R Bangur Super Speciality Hospital, 247, DPS Road, Tollygunge, Kolkata – 700033.

- a) Maximum of 10KM between the garage of the vehicle and the place of reporting of the vehicle may be allowed.
3. No escalation in above rate is payable on any account. However the rate of hiring of different category of vehicles published time to time, either on higher or lower side, in the pattern as notified in The Kolkata Gazette, Govt. of West Bengal, Transport Department will be applicable/paid to this contract.
4. Transport vehicles having valid Contract Carriage permit will only be considered for empanelment.
5. Neither the vehicle nor its drivers shall be frequently changed causing inconveniences to the office.
6.
 - a) Driver with experience and valid license should only be engaged by the contractor.
 - b) Drivers should be well conversant with the Traffic Rules and Roads of Kolkata.
 - c) The drivers shall be provided with cell phone by the contractor. The expenditure towards the cell phone bill shall be borne by the contractor.
 - d) The pay and allowance of the driver will be borne by the contractor.
 - e) The Drivers deputed should be well mannered and wear white uniform and blackshoes.
7. The vehicle should report with sufficient quantity of fuel at the time and place requisitioned by the user.
8. No other charges towards maintenance of car, garage, major/minor repairing charges, servicing charges will be borne by hospital authority.
9. Parking fees, if any, shall be paid by the contractor which will be reimbursed by hospital along with the payment of the bill subject to production of the documentary evidence and countersigned by the controlling officer.
10. The condition of the vehicle should be well maintained to keep it road worthy in all theseasons and the owner should arrange for at least one servicing per month.
11. Since this is a hospital service, the vehicles may remain on duty every day.
12. In case of breakdown of the hired vehicle a suitable substitute vehicle must be provided immediately by the contractor.

13. Hospital will not have any liability arising out of any accident involving the car whether or not the same was caused due to negligence of the driver.
14. Day to day logbook/duty slip will have to be maintained and signed by the driver and the officer using the car. The logbook/duty slip must show details of time of arrival & departure, KM run and also places & purpose of visit. The driver shall keep the logbook/duty slip in his personal custody during the duty hours and produce the same to the authority as and when called for. No payment will be made without verification of the logbook/duty slip.
15. Payment
 - a) Monthly bill is to be prepared and submitted for hiring of cars and hearse van on monthly basis.
 - b) Payment will be made through NEFT/RTGS in Contractors account only.
16. Contract Period: - 2 yrs from the date of empanelment.
17. The empanelment will be valid for 2 yrs from the date of empanelment with provision for further extension of one year subject to satisfactory performance. In case of unsatisfactory performance/breach of terms, the hiring contract may be terminated with fifteen days notice.
18. The Contractor are required to submit photo copies of following documents at the time of first engagement of car for verification of the controlling officer:-
 - a) Blue Book (Ownership Book)
 - b) Driving license no.
 - c) Tax Token,
 - d) Insurance,
 - e) Pollution Certificate
 - f) Contract carriage permit.
19. MRBH will engage diesel vehicle only, however in exceptional circumstances, petrol Cars/vehicles may also be requisitioned with the approval of competent authority.
20. MRBH reserves the right to empanel the contractor at its discretion and restrict number of contractors.
21. MRBH reserves the right to award contract considering demographic location of the reporting place and condition of vehicle etc.
22. If sufficient nos. of applications are received, against this EOI, MRBH reserve the right to empanel only to contractors having vehicles marked Bharat Stage – III emission standard or above and in order of the date / year of manufacture.
23. Contractors are to employ, to the extent possible, only local people and pay wages not less than the minimum wages fixed by the Law of the Land.
24. Any Bid received by the Employer after the deadline prescribed in EOI due to any reason whatsoever will not be accepted.
25. Bidder may withdraw his Bid by giving notice in writing before the deadline for opening of tender prescribed in EOI in case the bidder has submitted the bid well before the deadline. Bidder's withdrawal notice shall be prepared, sealed, marked and delivered and additionally marked "WITHDRAWAL".
26. Matter relating to any dispute or difference arising out of this tender and subsequent contract awarded based on the bid shall be subject to the jurisdiction of Kolkata court only.

Details of Car / Vehicles in Possession
(to be enclosed along with the application form)

A. The details of Cars / vehicles owned & offered for hiring of vehicles:

Sl. No.	Car/Vehicle Model & Make	Year of manufacture	Registration Number	Mass Emission Standard	Ac / Non-AC	Colour

B. The details of Cars / vehicles, under lease/hire agreement with other owners (agreement in non-judicial stamp paper to be submitted) offered for hiring:

Sl. No.	Car/Vehicle Model & Make	Year of manufacture	Registration Number	Mass Emission Standard	Ac / Non-AC	Colour

Signature of the applicant

Seal & Date

APPLICATION FORM FOR EXPRESSION OF INTEREST FOR HIRING OF VEHICLE

To,
Superintendent
M R Bangur Hospital
Kolkata – 700 033

Dear Madam/Sir,

I / we express interest to engage my/ our car(s) /Vehicle (s) on hire with M R Bangur Hospital. I/We agrees to abide by all the terms and conditions laid down in the General Terms and Conditions (Annexure-I) of EOI No.

The details of offered vehicles are furnished here below:

(To be filled in by the applicant. Enclose document where asked for)

1	Name of the individual/PartnershipFirm/ company:	
2	Full postal address: Phone No.:- Fax No. :-	
3	Copy of registered partnership deed/ power of Attorney/Certificate of incorporation/memorandum of Association:	
4	Copy of Agreement in Non-judicial Stamp Paper from the owner(s) of thevehicle (s)(if the vehicle is to be operated by the applicant other than the owner)	

Signature of the applicant

Seal & Date.

5	Copy of Registration of vehicle(s) in the name of individual / partnership Firm/Company and also in possession from other owners by hire/lease (as per Format enclosed at Annexure-II):	
6	Pan No. (enclose self certified copy of PAN):	
7	Copy of self certified GST Registration if applicable:	
8	Mention Category & number of vehicle offered for empanelment and its corresponding Bharat Stage II/ Bharat Stage III (Reference to clause no. 4(ii) of General terms and condition, Annexure-I)	

Declaration:

I/We certify that all the information furnished are true and I /We confirm that in case of any of this information is found to be false/ wrong, the application/work order (if awarded) shall be liable for rejection at any stage / time without any reference to me/us and MRBH may take any punitive action as deem fit.

Encl: List of documents

Signature of the applicant
Seal & Date.

Format for Affidavit

(On Non-Judicial Stamp Paper)

AFFIDAVIT

I,, Partner / Legal Attorney / Accredited Representative of
M/s....., solemnly declare that :

1. We are submitting application for Expression of Interest (EOI) for Empanelment for Hiring of Vehicle invited by you vide EOI No.
Date for the engagement of vehicle for deployment in and around Kolkata.
2. None of the partners of our firm is relative of employee of M R Bangur Hospital.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this application is complete, correct and true.
- 4 All documents / credentials submitted along with this application are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false / incorrect at any time, department may cancel my application/ tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including security money and banning / delisting of our firm and all partners of the firm etc.

Date:

Signature of the applicant.
Seal & Date.

Seal of Notary