



Employees' State Insurance Model Hospital

(Ministry of Labour & Employment, Govt. of India)

Lane No. - 2, SIDCO Industrial Complex

Bari Brahmana, Jammu (J & K)

(ISO 9001:2008 Certified)

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No.192-D/27/22/2013-Ambulance

Date: 04.06.2014

TENDER NOTICE

The Medical Superintendent, ESI Model Hospital, Bari Brahmana, Jammu (J&K) invites tender under two bid system. Sealed tenders comprising of "Technical bid" and "Price bid", from bonafide parties for hiring of Ambulance on contract basis for **ESIC Model Hospital, Bari Brahmana, Jammu**. The tender form giving all the details will be available between 10.00 AM to 3.30 PM on any working day (Monday to Friday) and 10.00 AM to 12.30 PM on Saturday from hospital office upto 01/07/2014 on payment of a non-refundable cost of Rs. 250/- in the form of Demand Draft/Banker's Cheque of any bank drawn in favour of ESI Fund A/c No. 1, payable at SBI, Bari Brahmana, Jammu. The tender documents can also be downloaded from the website: www.esicmhbb.org or www.esic.nic.in. The tenderers shall have to submit demand draft along with the tender form, as mentioned above, as cost for each tender form downloaded from the website.

Tenders should be submitted in two bids viz. "Technical bid" and "Price bid" sealed in two separate envelopes superscribed as "**Technical bid for Ambulance**" on first envelope and "**Price bid for Ambulance**" on second envelope. Both the envelopes are then to be put in a single envelope superscribing "**Tender for Ambulance**", "**Name of the Firm**", "**Last date of submission of tenders**" and addressed to "The Medical Superintendent ESIC Model Hospital, Bari Brahmana, Jammu". The Earnest Money Deposit of Rs 10,000/- in shape of Demand Draft in favour of ESI Fund A/c No. 1, payable at Jammu has to be submitted alongwith the Technical bid. Tenders should be dropped in tender box placed in the administrative block of the hospital latest by 1.00 PM on 02/07/2014. Tenders will be opened on same day at 2.30 PM in the presence of such bidders or their authorized representatives who may wish to be present at ESIC Model Hospital, Bari Brahmana, Jammu. In case 02/07/2014 is declared a public holiday, tenders shall be received and opened as per above schedule on next working day. The Medical Superintendent reserves the right to reject any or all the tender(s) without assigning any reason(s) thereof.

Sd/-
Medical Superintendent

Detailed particulars of tendering firm

- (i) Name of the Agency
- (ii) Name of the proprietor of the Agency
- (iii) Address:
- (iv) Number of years in service/business
- (v) Total number of ambulances available
(Attach photocopy of RCs)
- (vi) Year of make of vehicle
- (vii) Total number of Drivers (Attach photocopies of Driving License)
- (viii) Copy of Balance Sheet/annual report, for the last three years, if any
(Attach documentary evidence)
- (ix) Details of services provided by the agency to other Hospitals/Govt.Deptts.
(Attach documentary evidence)
- (x) PAN Number for the purpose of Tax Deduction at Source (TDS) as may be applicable
failing which TDS at higher rate will be deducted from rent, as applicable without PAN.
- (xi) ESI/E.P.F./Service Tax Code No.(Attach copies)
- (xii) Demand Draft No.dateddrawn on Bank
.....as Earnest Money amounting to Rs... ..
- (xiii) Period of insurance of the vehicle (enclose photocopy of insurance policies)
- (xiv) Period of validity of pollution certificate (enclose photocopy)

Signature of the owner of agency
Stamp

Date:

Price Bid

- (i) Rate for minimum 1500KM/PM(for 24 hours on all days duty)

- (ii) Rate for extra KM (beyond 1500km/pm) to be mentioned

Signature of the owner of agency

Stamp

Date:

**Tender form for hiring of Ambulance in respect of ESIC Model Hospital ,
Bari- Brahamana, Jammu (J&K).**

Scope of work:-

Scope of work covers providing services of Ambulance on contract basis to ESIC Model Hospital, Bari- Brahamana, Jammu. Only one ambulance needed for **round the clock services i.e. 24 hrs. on all days of the month for ESIC Model Hospital, Jammu.** The Contract will be valid for a period of one year. This can be extended upto three years on yearly basis as per the terms & conditions to be agreed upon by both the parties. The Ambulance would be used for transportation of referred patients from and to the ESIC Model Hospital, Bari- Brahamana Jammu or for investigations or for any other purpose as the hospital deems fit.

Terms and Conditions:-

1. Ambulance to be present in the ESIMH **round the clock i.e. 24 hours** on all days of the month.
2. Ambulance should be legally registered as an ambulance with R.T.A. and should have valid comprehensive insurance under motor vehicle Act. along with fitness from the authority to be used as an ambulance.
3. Fuel /maintenance, road worthiness, other operational cost and all taxes at present and to be levied in future to be borne by the Agency/Contractor/ Owner.
4. Ambulance should be of adequate size on an 8 seater chassis so as to carry at least one patient in a stretcher at a time with attendant and Doctor, if required. Make of the vehicle should be less than 6 years old as on 31st Dec', 2014.
5. The quoted offer should be composite in all respect, inclusive of all statutory liabilities under the existing laws ie ESI, EPF, Service Tax, Income Tax, Road Tax, Labour Laws including minimum wages Act etc.
6. Payment of Wages and statutory liabilities viz. ESI and PF as may be applicable, would be solely borne by tenderer/bidder and no extra payment would be made on these account. The driver should not be facing or should not have been convicted in any criminal case.
7. The awardee of the contract shall have to pay minimum wages as applicable under Central or State Govt Minimum wages Act, whichever is higher and amended from time to time to the Driver/ Cleaner.
8. Income tax as applicable, on furnishing / without furnishing the PAN card, shall be deducted from the bills.
9. Driver will maintain log book which he will get daily countersigned by Medical Superintendent or an authorised officer and shall form the basis for regulating the payment.

10. Agency/Contractor/ Owner will submit bill on monthly basis before the 7th. day of the next month along with details of ESI, EPF deposit, Road Tax, Insurance, pollution certificate, etc. evidencing compliance with obligations.
11. Driver should be contactable when Ambulance is away from hospital by mobile phone, the cost of instrument or other charges relating to it will be borne by Agency/Contractor/ Owner.
12. The Agency/Contractor/Owner will ensure that the ambulance should have provision to install one oxygen cylinder.
13. Agency/Contractor/ Owner shall deposit a sum of Rs. 25,000/- as security money in the shape of Demand Draft. The security money will be refundable without interest on satisfactory performance and completion of the contract period.
14. The contract will be for a period of one year extendable up to three years on yearly basis on same terms and conditions or change with acceptance of both the parties.
15. In case of loss suffered by the **ESIC Model Hospital (ESICMH)** due to the negligence or non compliance of any term/condition by the Agency/Contractor/ Owner, the **ESIC Model Hospital (ESICMH)** will have the right to forfeit the security money. In case the security money is insufficient then the balance of the total sum will be recovered from the Agency/Contractor/ Owner and on failure they would be liable for legal action. In case of failure to deploy Ambulance on any day, the Medical Superintendent will have the right to make an alternate arrangement. Cost of any such arrangement will be borne by the Agency/contractor.
16. All disputes arising out or in connection with the contract shall be settled first by the arbitration as per Arbitration Act, 1996 as decided by The Medical Superintendent, failing which by a court of law.
17. The **Medical Superintendent, ESIC Model Hospital, Bari Brahamana, Jammu** will monitor the quality and level of services provided for this purpose. Ambulance services should be provided to the satisfaction of The Medical Superintendent and his/her decision shall be final and binding on the contractor.
18. Both parties can terminate the contract after giving two months prior notice without assigning any reason.
19. Alternate arrangement is to be made by the contractor in case of any problem with the existing Ambulance. Any complication arising out of non compliance of the same will be the responsibility of the contractor and Medical Superintendent has power to impose any suitable penalty.
20. Duly Licensed Ambulance driver with clean uniform is to be provided by the contractor/agency. He may be examined by Medical Superintendent I/c ESICMH or any other officer authorized by Medical Superintendent, randomly at any time for his fitness and hygiene. Deficiency, if any, found shall have to be rectified/treated before assigning duty.
21. The Contractor will ensure insurance of the ambulance against third party liabilities and comply with all relevant rules of Motor Vehicles Act etc.

22. The contractor should ensure that only authorized persons are allowed to travel in the ambulance.
23. The tenderer will have to deposit earnest money of Rs.10,000/- by demand draft in favour of ESI Fund Account No. 1 payable at Jammu failing which tender is liable to be rejected outrightly. EMD may be adjusted towards security money in r/o successful bidder.
24. In the event of withdrawal/ revocation of the tender before the date of acceptance, the earnest money will stand forfeited.
25. The earnest money will however be returned without interest to the tenderers whose tenders are not accepted.
26. On satisfactory completion of the contract in all respect, the security money deposited will be refunded to the contractors within two months after the expiry of contract.
27. Incomplete quotations are liable to be rejected.
28. Tax Deduction Source (TDS) will be applicable on giving details of PAN failing which TDS at higher rate will be deducted, as applicable without PAN, from the rental payable.
29. It may be noted that the un-successful tenderer will not be informed of the result of the tender.
30. The Medical Superintendent can terminate the contract without assigning any reason after giving two month's notice to the contractor.
31. The Medical Superintendent reserves the right to cancel or accept any or all tenders without assigning any reason(s) thereof.
32. Each and Every page of tender document should be stamped and signed by the contractor.
33. An agreement on stamp paper of Rs.100/- will be signed on agreement format provided by The Medical Superintendent, with the successful bidder, containing these terms and conditions and modalities.
34. In the event of tenderer committing error in submission of tender, the same would be processed at the discretion of the Medical Superintendent if the error does not jeopardize the impartiality in processing of the tender(s).
35. **“Preference will be given to registered transport firms, having experience in providing ambulance services to Govt./Semi Govt./ Autonomous organizations”.**

Sd/-
Medical Superintendent

DECLARATION BY TENDERER:-

- A) I have read and understood the total conditions and implications of the tender document. I agree to adhere strictly to all conditions of the contract.

- B) I will place an Ambulance with permit immediately on the receipt of work order and abide by all the conditions if offered the contract.

Signature of Tenderer.....

Name of Tenderer.....

Date and Place.....

