



**EMPLOYEES' STATE INSURANCE CORPORATION**  
**JAMMU & KASHMIR REGION**

{Ministry of Labour & Employment (Govt. of India)}

**Regional Office, Radha Bhavan, 10B-Shastri Nagar, JAMMU-180004**

[www.esic.nic.in](http://www.esic.nic.in), [www.esicjk.org](http://www.esicjk.org)

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**No.19-U-16/43/2013/Ambulance/ MDDC Kathua**

**Date:28.11.2013**

**TENDER NOTICE**

Regional Director, ESIC, J&K invites tenders in sealed covers comprising of Annexure-IA from bonafide/interested parties for hiring of Ambulance on contract basis for **ESI MDDC, Kathua**. The Tender documents embodying terms and conditions will be available from **Regional Office, Radha Bhavan, 10B-Shastri Nagar, JAMMU-180004** and **Branch Office, ESI Corporation, Near Chenab Textile Mills, National Highway Kathua** from **29.11.2013 to 19.12.2013** between **10.00 AM to 5.00 PM** on all working days and up to **12 Noon of 20.12.2013** or can be downloaded from [www.esic.nic.in](http://www.esic.nic.in) or [www.esicjk.org](http://www.esicjk.org). The tenders, complete in all respect can be submitted **upto 1.00PM of 20.12.2013** along with a non refundable tender fee of Rs. 250/- (Rupees two hundred fifty only) by way of DD/ Pay order besides EMD (refundable) of Rs.15000/- (Rs. Fifteen Thousand Only) in favour of ESI A/c No. 1 drawn on Jammu. The tenders will be opened at **2PM on 20.12.2013** in the presence of tenderer who chose to be present. Regional Director reserves the right to accept/reject any tender for whatsoever reason. For details please visit our website [www.esic.nic.in](http://www.esic.nic.in) and [www.esicjk.org](http://www.esicjk.org).

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(SUKHDEV LAKHANPAL)  
Assistant Director (Genl.)

**Detailed particulars of tendering firm**

1. Name of the Agency :
2. Name of the proprietor of the Agency :
3. Address:
4. Number of years in service/business :
5. Total number of ambulances, if available :  
(Attach photocopy of RCs)
6. Year of make of vehicle / proposed vehicle :
7. Total number of Drivers, if available (Attach photocopies of Driving Licence):
8. Copy of Balance Sheet/annual report, for the last three Years, if any:  
(Attach documentary evidence)
9. Detail of services provided by the agency to other Hospitals /Govt. Deptts. If any:  
(attach documentary evidence)
10. 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. :
11. ESI/E.P.F./Service Tax Code No.(Attach copies), if applicable.
12. Demand Draft No.....dated .....drawn on Bank  
..... as earnest money amounting to Rs15000/-
13. Period of insurance of the vehicle (enclose copy of insurance policies), if available.
14. Period of pollution of validity) (enclose copy to), if available.

Signature of the owner of agency  
Stamp

Date:

**Price Bid**

(i) **Rate for minimum 4000KM per month**  
.....(for 9 hours deployment from 9A.M. to  
6.00 P.M.)  
[Departure order can be given during this period and any period of plying  
beyond this on such order will not be treated as extra].

(ii) **Rate for extra KM (beyond 4000km/pm) to be mentioned**  
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**Signature of the owner of agency**

**Stamp**

**Date:**

**Tender form for hiring of Ambulance in respect of ESI Model Dispensary cum Diagnostic Centre (MDDC), Opposite Chenab Textile Mills Kathua (J&K).**

**Scope of work:-**

Scope of works covers providing services of Ambulance on contract basis to ESI Model Dispensary cum Diagnostic Centre (MDDC), Opposite Chenab Textile Mills Kathua (J&K) for transfer of referral patients from MDDC, Kathua to ESIC, Model Hospital, Jammu or any other tie-up hospital, including pick-up from in between IMP Clinics and Tie-up Hospitals.

Only one ambulance needed for the requirement of the MDDC to be stationed in the MDDC Kathua **for 9 hours between 9 A.M. To 6 P.M. Monday to Saturday for ESI Model Dispensary cum Diagnostic Centre, Kathua.** The Contract will be valid for a period of one year. This can be extended upto three years on the terms & conditions to be agreed upon by both the parties on year to year basis.

**Terms and Conditions:-**

1. Ambulance to be stationed in the MDDC for 8 hours Monday to Saturday between 10 AM to 6 P.M. Any time between this would be utilized as departure time(s).
2. Ambulance should be fully equipped and legally registered as an ambulance with R.T.A. and should have valid comprehensive insurance under motor vehicle Act.
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 12 seater chassis so as to carry more than one patient in a stretcher at a time with attendant and Doctor if required and make of vehicle should be less than 3 years old as on 1<sup>st</sup> July, 2013.
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, Road Tax, contributions under 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 accounts. 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 daily countersigned by IMO In-charge or an authorized officer and shall form the basis for regulating the payment.
10. Agency/Contractor/ Owner will submit bill on monthly basis and submit before the 7<sup>th</sup>. Days of the next month along with detail of ESI, EPF deposit, Road Tax, Insurance pollution certificate, etc. evidencing compliance with statutory 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 to provide one oxygen cylinder with mask the guidelines emergency kit, first aid box for the emergency management of the patients as per guidelines of the Insurance Medical Officer ,In-Charge of MDDC, Kathua.
13. Agency/Contractor/ Owner shall deposit a sum of Rs. 25000/- 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 same terms and conditions or change with the acceptance of both the parties.
15. In case of loss suffered by the **Model ESI Dispensary cum- Diagnostic Centre (MDDC)** due to the negligence or non compliance of any term/condition by the Agency/Contractor/ Owner the **Model ESI Dispensary cum- Diagnostic Centre (MDDC)**, 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 failure they would be liable for legal action. In case of failure to deploy Ambulance on any day, the IMO I/C will make alternate arrangement if not provided by the Agency/contractor/owner, at latter's cost.
16. All disputes or disputes arising under out or in connection with the contract shall be settled first by the arbitration as per Arbitration Act, 1996 as decided by State Medical Commissioner, failing which by a court of law.
17. Regional Director/State Medical Commissioner in addition to IMO I/C will monitor the quality and level of services provided for this purpose. Ambulance services should be provided to the satisfaction of the Regional Director/State Medical Commissioner and his/her decision shall be final and binding on the contractor.
18. Both parties can terminate the contract after giving two months notice.
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 Regional Director/State Medical Commissioner has the power to impose any suitable penalty, besides IMO I/C shall make alternate arrangement at the cost of Agency/Contractor/Owner.

20. Duly Licensed Ambulance driver with clean uniform is to be provided by the contractor/agency. He may be examined by Insurance Medical Officer I/C MDDC randomly for his fitness and hygiene and deficiency, if any found, shall have to be rectified/treated before assigning duty.
35. The Contractor will ensure insurance of the ambulance against third party liabilities and comply with all relevant rules of Motor Vehicles Act etc.
35. 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. 15000/- by demand draft in favour of ESI Fund Account No. 1 payable at Jammu failing which tender is liable to be rejected outright. This 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 tenderer whose tender is not accepted.
26. On satisfactory completion of the contract in all respect, the security money deposited will be refunded to the contractors 2 months after the expiry of contract.
27. Incomplete quotations are liable to be rejected.
28. Tax Deduction at Source (TDS) will be as may be applicable an giving detail 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 Regional Director/State Medical Commissioner can terminate the contract without assigning any reason after giving (two) month's notice to the contractor.
31. The Regional Director/State Medical Commissioner reserves the right to cancel or accept any or all tenders without assigning any reason.
32. All the documents of tender should be signed by the contractor.
33. An agreement on stamp paper of Rs.100/- will be signed on agreement format provided by the Regional Director/State Medical Commissioner, with the successful bidder, containing these terms and conditions and modalities.
34. *In case of non-availability of Ambulance and Driver at the time of tendering, the awardee will have to arrange / provide the same within one month from award.*
35. *In the event of tenderer committing error in submission of tender, the same would be processed at the discretion of the State Medical Commissioner, if the error does not jeopardize the impartiality in processing of the tender(s).*

**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.....

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Name of Tenderer.....

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Date and Place.....

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