



## EMPLOYEES' STATE INSURANCE CORPORATION

### SUPER SPECIALITY HOSPITAL

SANATH NAGAR, HYDERABAD - 500 038

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

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523.A.12/28/Tender Ambulance/ESICSSHSNR/2011.Vol.III

11.10.2018

### **RE-E-TENDER NOTICE FOR AMBULANCE SERVICES**

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The Dean, ESIC Super Specialty Hospital, Sanathnagar, Hyderabad re-invites sealed Quotations under two bid system-Technical and Financial- for selection of an agency for providing Ambulance Services of Type C and Type D as per "Constructional and Functional requirements for Road Ambulances (National Ambulance Code)" in ESIC SUPER SPECIALITY HOSPITAL, Sanathnagar, Hyderabad, from interested parties who fulfill the following essential qualifications for a period of one year from the date of commencement of contract and extendable by one or more years subject to mutual willingness.

| Sl No | Type of Ambulance                                      | Annual estimated cost | Earnest Money | Pre-bid meeting        | Last date of submission of E-tender online | Online Tender opening date |
|-------|--|-----------------------|---------------|------------------------|--|----------------------------|
| 1     | Type C Road Ambulance: Basic Life Support Ambulance    | Rs 21.00 lakhs        | Rs 50,000/-   | 22.10.2018 at 02:30 PM | 31.10.2018 02:00 PM                        | 31.10.2018 02:30 PM        |
| 2     | Type D Road Ambulance: Advanced Life Support Ambulance |                       |               |                        |  |                            |
|       |  |                       |               |                        |  |                            |

Detailed Tender Documents are available on line from the date of tender publication (<https://esictenders.eproc.in>). The interested bidders are advised to register themselves with e-procurement Portal at - <https://esictenders.eproc.in> to participate in the e-Tender. The bidders should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids on the <https://esictenders.eproc.in>, latest by 31.10.2018 upto 02:00 P.M. Hard copies of the documents need not be submitted except for the Demand Draft for Rs. 50,000/- (Rupees Fifty Thousand Only) towards refundable / adjustable Earnest Money Deposit in favour of ESI Saving Fund A/c. No. 01 and Undertaking (Annexure-A) which shall be submitted in sealed cover and dropped in the Tender Box kept at Administration Branch,

2nd Floor, ESIC Super Speciality Hospital, Sanathnagar, Hyderabad- 38 by 31.10.2018 upto 02:00 PM.

A pre bid meeting shall be held on 22.10.2018 at 02:30 P.M at Conference Hall, ESIC Super Speciality Hospital, Sanathnagar, Hyderabad to clarify issues connected with the tender. Prospective bidders are invited to attend.

For further details please refer to Tender documents which are also available on the website of Employees' State Insurance Corporation i.e. [www.esic.nic.in](http://www.esic.nic.in). Any corrigendum to this tender will be notified through our website [www.esic.nic.in](http://www.esic.nic.in) & <https://esictenders.eproc.in> only.

Dean

**RE-E- TENDER NOTICE FOR PROVIDING AMBULANCE SERVICES TO ESIC SUPER SPECIALITY HOSPITAL, SANATHNAGAR, HYDERABAD-38**

All tenderers are requested to read the tender document carefully as the terms and conditions, including the procedures to fill the tender form and tender assessment criteria are slightly different from the routine tenders.

**TENDER DOCUMENTS CONSIST OF THE FOLLOWING:-**

- I. Tender notice and Eligibility criteria.
- II. Instructions to Tenderers.
- III. Terms & Conditions of Contract
- IV. Technical bid proforma
- V. Financial bid.
- VI. Undertaking ( Annexure 'A')
- VII. Payment Related Instructions for Bidders ( Annexure 'D')
- VIII. Check List

## **I. ELIGIBILITY CRITERIA:**

- A. The Bidder should have an experience of not less than a total of three years in providing Ambulance Services of carrying patients in one or more Hospitals of repute having minimum of 100 beds each. A valid proof in this regard should be submitted.
- B. The Bidder should have an average annual turnover of Rs.10 Lakhs (Rupees Ten Lakhs only) in the preceding 2 years 2015-16 & 2016-17(Documents to be provided).
- C. The bidder should possess relevant license(s) and documents to perform the contract
- D. The Bidder should not be under declaration of ineligibility for corrupt and fraudulent practices or any other reason whatsoever, or have not been black listed by Govt. of India or Telangana State Govt. or any of its agencies including Public Enterprises and/or by any State Govt or any of its Agencies.
- E. The Bidder should not have been convicted of any offences under any Labour Laws.
- F. The bidder should preferably have a permanent place of business at Hyderabad/Secunderabad. Detailed specifications, Terms and Conditions are given in the tender document which can be downloaded from the official website [www.esic.nic.in](http://www.esic.nic.in).

## **II. INSTRUCTIONS TO TENDERERS**

- 1. The tenderers are required to submit online two separate Bids i.e. – Technical and Financial, as per prescribed proforma.
- 2. The undertaking in the prescribed proforma (enclosed) should be submitted online along with the Technical Bid.
- 3. All the supporting documents have to be signed, scanned and uploaded along with the Technical Bid and tender document. The hard copies of the documents need not be submitted except for the Demand Draft for Rs. 50,000/- (Rupees Fifty Thousand Only) towards refundable / adjustable Earnest Money Deposit in favour of ESI Saving Fund A/c. No. 01 and Undertaking (Annexure-A) which shall be submitted in sealed cover and dropped in the Tender Box kept at Administration Branch, 2nd Floor, ESIC Super Speciality Hospital, Sanathnagar, Hyderabad– 38 by 31.10.2018 upto 02:00 PM. The sealed cover should be super scribed “**EMD and Undertaking for Tender for Ambulance Services**”.
- 4. In the absence of EMD, the tender shall be summarily rejected. The earnest money shall be refunded to the unsuccessful tenderer after finalization of the contract. It shall be refunded to the successful tenderer on receipt of the performance security deposit or adjusted for the performance security deposit on payment of remaining amount. No interest is payable on the EMD.
- 5. No Tenderer will be allowed to withdraw after submission of the tenders within the bid validity period otherwise the EMD submitted by the tendering firm would stand Forfeited.
- 6. In case the successful Tenderer declines the offer of Contract, for whatsoever reason(s), his EMD will be forfeited.
- 7. All entries in the Tender form should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory.
- 8. The bid shall be valid for 180 days from the date of opening. Bid valid for a shorter period shall be rejected by the purchaser as non-responsive.
- 9. The tenderer shall quote for all works failing which the bid shall be considered nonresponsive.
- 10. Tender incomplete in any form or conditional Tenders will be rejected outright.
- 11. The closing date and time for receipt of tenders will be **02.00 P.M. on 31.10.2018**.

12. The Tender shall be opened at **2.30 PM on 31.10.2018** in ESIC Super speciality hospital Sanathnagar Hyderabad in the presence of the authorized representatives of the tenderer, who wish to be present at that time.
13. All the Technical Bids will be scrutinized by the evaluation committee constituted by the Dean/Medical Superintendent and the price bids of only technically qualified bids will be opened.
14. A formal contract shall be entered into with the successful tenderer. In this contract, the successful tenderer shall be defined as Contractor.
15. The successful tenderer will have to deposit a Performance Security Deposit of 10% of total cost of the work by way of Bank draft drawn in favour of ESI Saving FundA/c No 1 payable at Hyderabad from State bank of India.
16. The successful Tenderer will have to commence the work within 15 days of acceptance of tender otherwise the contract may be cancelled and EMD will be forfeited.
17. Each page of the Tender document and all papers submitted along with should be **numbered, signed and stamped** by the authorized signatory in acceptance of the terms and conditions laid down by the ESIC hospital. Bids received without signature of authorized person will not be entertained and will summarily be rejected.
18. The competent authority of ESIC reserves the right to withdraw/relax/ modify any of the terms and conditions mentioned in the tender document if it is felt necessary in the benefit of the hospital.
19. The competent authority of ESIC reserves the right to reject all or any tender in whole, or in part, without assigning any reason thereof.
20. **A pre bid meeting shall be held in the ESIC SSH Sanathnagar to clarify any queries of the tenderer on 22.10.2018 at 02.30 P.M.**

### **III.TERMS AND CONDITIONS**

#### **1. GENERAL:**

Tenderers are advised to study carefully the various clauses contained in the terms and conditions before submitting their tender bids.

**Contractors who are interested to quote for the above services are advised to visit the ESIC SUPER SPECIALITY HOSPITAL, Sanathnagar and physically inspect the site and acquaint themselves with the facilities available and the nature and quantum of work before submitting the tender bid.**

#### **2. PERIOD OF CONTRACT:**

This contract shall be for a period of 12 months from the date specified in the Work Order and extendable by one or more years subject to satisfactory performance.

#### **3. SCOPE OF WORK:**

This one year whole job contract is for supply of 2 No. ambulance vehicles(type C & Type D as per "Constructional and Functional requirements for Road Ambulances (National Ambulance Code)") with qualified 3 (three) number of drivers per vehicle (per 24 hrs in shift wise) service to ESIC SSH, Sanathnagar, Hyderabad.

The ambulances must be stationed at ESIC SSH, Sanathnagar, Hyderabad, 24 hrs a day throughout the contract period including holidays.

The job involves provision of ambulance vehicle/s with specified equipment, communication facilities and driver as per the specifications.

Punctuality, reliability and commitment are the essence of contract.

#### **4. EARNEST MONEY DEPOSIT (EMD):**

Earnest money is to be deposited along with the tender for an amount of Rs. 50,000 (Rupees Fifty thousand) in the form of account payee Demand Draft / Bankers Cheque drawn on any Nationalized Bank in favor of "ESI Fund A/c. No. I" payable at Hyderabad.

The Earnest Money of unsuccessful Tenderers shall be refunded after finalization of the contract without any interest, Exemption from EMD shall not be considered under any circumstances.

#### **5. RATE (Per Ambulance):**

- a. The rates shall be quoted separately for each ambulance vehicle.
- b. The rate shall include Basic rate or hire charges (for making ambulance vehicle & 3 drivers per vehicle available as specified and charges for 1000 KMs) and rate per KM beyond 1000 KMs. The basic rate quoted shall be all inclusive, including wages of the driver (which should not be less than the minimum wages prescribed by the statutory authorities), statutory expenses like PF, ESI, bonus, leave wages, holiday wages, weekly off wages, uniform expenses etc, and any other incidental charges to meet the requirement of the contract and, tyres, tools, maintenance charges, road tax, parking charges, depreciations, mobile phone charges, Government Taxes and any other incidental charges and modifications to keep the ambulance fit to meet requirement of the contract.
- c. L1 shall be decided based on the amount mentioned as basic rate/ Hire charges which includes all charges for 1000 KMs divided by 1000 (which has a weightage of 90%) plus rate per KM beyond 1000 KMs (which has a weightage of 10%).

#### **6. THE FOLLOWING SHALL BE SUBMITTED WITH THE TENDER BID:**

- a) Earnest Money Deposit.
- b) Proof of owning the ambulance vehicle
- c) Other documents mentioned in the general terms.
- d) Valid road permit for State (Telangana) with the period of contract (copy).
- e) R.C. Book Copy
- f) Road Tax Clearance (copy)
- g) Pollution Control Certificate (Copy)
- h) Comprehensive Insurance Certificate (copy)
- i) Fitness Certificate for road worthiness from the statutory authorities (copy)
- j) Any other requirement stipulated by the statutory authorities from time to time (copy)
- k) Driving Licence of Driver (copy)
- l) An undertaking that the vehicle shall be provided from the date to be specified in the supply / work order.

The above documents are to be signed, stamped, scanned and uploaded.

#### **7. PAYMENT TERMS:**

- a. The payment shall be made on monthly basis.
- b. The payment shall be made to the contractor on monthly basis on submission of **pre-receipted contract's bill in the following month. The bill shall be supported by the Job Completion Certificate duly signed by the competent authority.**
- c. Government Taxes, Duties, Surcharge including service tax shall be deducted at the prevailing rates from the contractor's bill. These should be included in the rate quoted and no reimbursement of the same shall be admissible.

**d. Payment of the EPF, ESI and Gratuity elements, if any, should also be included in the rate quoted and payment shall be subject to documentary evidence of the payment of the same.**

e. Deductions shall also be made as due under consequential responsibilities and other clauses.

f. Bills to be submitted latest by 5<sup>th</sup> of the month and there shall be no linkage of salaries of employees to bill payments.

#### **8. REVISION OF RATE:**

No escalation of rate/s shall be permitted on other grounds during the currency of the Contract.

#### **9. PENALTY:**

If the contractor fails to complete satisfactorily the contract work or any portion thereof or refuses to comply with any direction given in this regard to him, the security deposit shall be forfeited and the contract shall be terminated at his risk and cost.

The Contractor can be terminated by Hospital Management by giving one month notice to the Contractor without assigning any reason.

Misbehavior or any fault during the discharge of the duty made by any driver shall lead to penalty of Rs 2000/- for every such case/ complaint from any pending bill or security deposit.

**Rs 5000/- Penalty for each occasion will be deducted from the monthly contractor bill if the contractor fails to supply the vehicle as per the terms and conditions. Any consequences arising out of non supply of ambulance are to be borne by the Contractor.**

If the bidder is Register Company / Partnership Firm / Trust / Society – all the Persons so registered are jointly and Individually / Severally liable to hospital for fulfillment of the terms and condition of contract / Penalty or born the liability there up on

#### **10. TERMINATIONS AND EXTENSION OF CONTRACT:**

If the contractor fails to complete satisfactorily the contracted work or any portion thereof or refuses to comply with any direction given in this regard to him, the Security Deposit will be forfeited and the contract shall be terminated at his risk and cost.

The Hospital management can terminate the contract by giving one-month notice to the contractor. The contractor is permitted to terminate the contract by giving minimum 3 (three) months notice in writing to Hospital management. During the period of notice, the party shall continue to discharge all their duties and obligations.

The Dean/Medical Superintendent, ESIC SUPER SPECIALITY HOSPITAL, Sanathnagar, Hyderabad reserves the right to extend the tenure of the contract for a period of one or more years subject to mutual willingness under existing rates and terms and conditions, subject to satisfactory performance duly certified by Hospital Administration.

#### **11. SECURITY DEPOSIT:**

10% of the annual contract value shall be deposited by the successful bidder(s).

Security Deposit shall remain at the disposal of the ESIC Super Speciality Hospital, Sanathnagar as security for satisfactory execution and completion of the work in accordance with the provision of the contract / work order. The security deposit amount shall not carry any interest.

#### **12. INSPECTION:**

The contractor shall present the ambulance vehicle offered against the contract at ESIC Super Speciality Hospital, Sanathnagar for inspection by representative of the Dean/ Medical

Superintendent, ESIC SUPER SPECIALITY HOSPITAL, Sanathnagar, Hyderabad for acceptability against specifications along with the following documents:

- i) Originals of the documents submitted with the tender.
- ii) Panel of drivers proposed to be employed by him and their Photographs.

The time of venue of such inspection shall be informed.

### **13. WORK SPECIFICATIONS:**

The ambulance vehicle shall be made available at ESIC SUPER SPECIALITY HOSPITAL, Sanathnagar round the clock on all days including holidays / all working days. 3 drivers to be provided in shift basis per 24 hrs to cover 3 shifts for each ambulance.

The ambulance shall carry patients and attendants accompanying the patients as per the orders of Medical Officers or authorized staff as shall be specified by Medical Officer incharge.

The drivers shall maintain a separate log-book. It is the responsibility of the drivers to ensure that the log-book is completed after each trip and signed by the Medical Officers ordering the movement of the ambulance.

The contractor shall give his landline telephone and mobile phone contact number(s) and name and address of the person to be contacted.

The vehicle must not carry any person other than the person authorized by the Medical Officer ordering the movement of the ambulance.

The contractor may require to station the ambulances at any place other than the hospital premises if instructed by the competent authority.

Contractor shall carry out work directly. Contractor is not allowed to carry out whole or part of the work through sub-contract/s.

### **14. CONTINGENCY ARRANGEMENTS:**

The Contractor should have contingency arrangements to meet events that may cause disruption in service like absenteeism, ambulance break down and bandh / strike call etc.

### **15. SPECIFICATION OF THE AMBULANCE:**

**Ambulance vehicles should meet the specifications (of Type-C & Type-D) as per "Constructional and Functional requirements for Road Ambulances (National Ambulance Code)".**

Further,

- a) Ambulance Vehicles provided shall bear valid Telangana State Registration No.
- b) The ambulance vehicle shall not be more than 3 years old as on the date of opening of the tender.
- c) The ambulance vehicle should be in perfect running condition.
- d) Ambulance vehicle should not have been converted to run on fuel other than its original manufacture specification.
- e) Ambulance vehicle should have been manufactured / fabricated originally as ambulance and should not have been converted to ambulance from some other vehicle.
- f) The ambulance vehicle should be registered exclusively in the name of the contractor /firm as ambulance.



- g) The ambulance vehicle should have all relevant and valid documents from the statutory authorities in continuous compliance of the statutory requirements including
  - a) RC Book, Ambulance Registration.
  - b) Valid Road Permit as to ply as a hired ambulance throughout the State of Telangana
  - c) Fitness Certificate for the road worthiness.
  - d) Road Tax Clearance.
  - e) Pollution Control Certificate.
 Any other requirement stipulated by the statutory authorities from time to time.  
 All the above documents shall remain in the ambulance vehicle at all times.
- h) The ambulance vehicle should carry sufficient fuel at all times for minimum 24 hrs running.
- i) The ambulance vehicle must have a set of standard tools, essential spares, Accessories and a Spare tyre in good condition and available in the vehicle as required for attending breakdown immediately.

#### **16. DRIVERS:**

- a) The drivers should have valid professional driving licence as per relevant Motor Vehicle Act and always carry the same while on the move.
- b) The drivers should have experience of at least three years in driving ambulance
- c) The driver should be literate.
- d) The driver should have thorough knowledge of the routes and road, location of the Hyderabad / Secunderabad city area.
- e) The drivers should possess good health, good manners and good character.
- f) The driver should wear suitable clean labelled uniform.
- g) The drivers will not be allowed to perform duty, if found to be under influence of alcohol or other intoxication substances. Drivers should be conversant with basic first aid procedures.
- h) The drivers should not be in the habit of negligent / rash driving.
- i) The drivers shall carry a mobile phone to be provided by the Contractor at all times while on duty for communication.
- j) The drivers shall assist in shifting the patient on stretcher etc.
- k) ESI, EPF and other statutory requirements in respect of the drivers is the responsibility of the contractor.
- l) At the beginning of the contract, Contractor shall provide a panel of drivers proposed to be employed by him. The contractor shall at his own expense get the character / anecdotes of the drivers verified through the local police.
- m) Drivers shall not be allowed to work in continuous shifts
- n) Drivers are required to mark their attendance in the biometric attendance device placed in the hospital premises
- o) Misbehavior or any fault during the discharge of the duty made by any driver shall lead to fine of Rs 2000/- for every such case/ complaint from any pending bill or security deposit.

The Contractor shall provide the following documents in respect of the drivers in the panel to Security Officer and obtain photo identity pass.

- i) Police Verification Report
- ii) Photographs – 3 numbers
- iii) Aadhar Biometric Attendance of drivers
- iv) Certificate regarding no other employment

Only the drivers from the panel shall be allowed to work. Any additions and deletions to the panel should have the prior permission of the Medical Officer-in-Charge of ambulance services.

The Contractor shall maintain sufficient additional drivers to meet weekly off and leave requirements.

**17. CONSEQUENTIAL RESPONSIBILITIES:**

The contractor shall solely be responsible for any accident that may occur while executing the contract. If the ambulance vehicle break down during the derailment or during duty or is not available due to any reason such as servicing, the contractor shall immediately provide an alternate ambulance vehicle of the same specification. **The part trip will not count towards mileage.**

In case of failure to provide alternate ambulance vehicle in case of break down, proportionate deduction shall be made from the contractor's bill subject to minimum of one day's charge.

Under such circumstances, Medical Officers-in-Charge, ESIC Super Speciality Hospital, Sanathnagar may engage another ambulance vehicle from other sources and the expenditure incurred for this purpose shall also be recovered from the Contractor's bill.

The odometer of the vehicle must always be in good and correctly working order, failing which, the vehicle shall be treated as absent till the same is set right.

The contractor shall bear the complete responsibility of conduct and punctuality of the drivers employed by him. The contractor shall remain fully responsible for any undesirable incidence / situation caused / created by their conduct / activities.

If a driver is found unsuitable for the work by Medical Officers-in-Charge, ESIC Super Speciality Hospital, Sanathnagar, due to misconduct / negligence of duty / unsafe act / being under influence alcohol / violation of any norms or instructions or any other reason, the person shall be replaced by the Contractor immediately on being informed to that effect.

The contractor will not permit his employees to participate in any trade union activities or agitation in the premises. All demands / disputes of drivers engaged by the Contractor or their Union will have to be settled by the contractor himself. ESIC SSH, Sanathnagar administration will in no way be involved and shall not responsible for any settlement of such disputes.

The Contractor shall also be liable for any expenses loss or damage, which ESIC Super Speciality Hospital, Sanathnagar may sustain during execution of the job / by contractor's employees. The contractor shall pay to the ESIC Super Specialty Hospital such amount of damage as may be decided by the ESIC Super Speciality Hospital, Administration within 48 hrs. of the intimation of such decision to the contractor. Otherwise, the same shall be recovered from the dues payable to the contractor.

**18. MANAGEMENT OF THE SERVICES:**

Organizational Chart:

| <b>Level Hospital side</b>  | <b>Contractor side</b>   |
|---|--------------------------|
| 1 Dy Medical Superintendent / Dy. Director or any authorized Officer                  | Ambulance Contractor     |
| 2 Staff I/C   | Supervisor/ Manager      |
| 3. Duty Medical Officer / Medical Officers / Senior Nurse / Authorized staff on duty. | Ambulance service Driver |

**19. SAFETY AND SECURITY:**

The contractor shall be responsible for his employees observing all the security and safety regulations / instructions as may be issued by the ESIC Super Speciality Hospital, Sanathnagar from time to time.

## **20. STATUTORY CONDITION:**

The contractor shall abide by and comply with the provisions of all the Acts and Rules by Central / State Governments as applicable from time to time in respect of the contracted work and all staff employed by him at his own cost and risk. Including the following:

- a) Contract labour (Regulation and Abolition) Act, 1970.
- b) Contract labour (Regulation and Abolition) Central Rules, 1971.
- c) Payment of Gratuity Act, 1972
- d) Payment of Wages Act, 1936, Payment of Wages (Amendment) Act, 2005
- e) Minimum Wages Act, 1949, Minimum Wages (Central) Rules, 1950
- f) Workmen Compensation Act, 1923
- g) Employees State Insurance Act, 1948
- h) Equal Remuneration Act, 1976.

The contractor shall keep up to date records required to be maintained to comply with the provisions of all the Acts and Rules by Central / State Government as applicable from time to time in respect of the contracted work and all staff employed by him at his own risk.

Medical Officer-Incharge of ambulance services or authorized representative of ESIC Super Speciality Hospital, Sanathnagar shall be entitled to inspect these records at any time.

The contractor shall indemnify the ESIC Super Speciality Hospital, Sanathnagar against any litigation arising from violation of any law. The contractor shall conduct all legal proceedings as may be necessary without any cost to the ESIC Super Speciality Hospital, Sanathnagar. If due to any reason whatsoever, ESIC Super Speciality Hospital, Sanathnagar management is made liable to pay any liabilities of the contractor under any of the said laws etc., at The ESIC Super Speciality Hospital, Sanathnagar management shall recover the same from the dues payable by the ESIC Super Speciality Hospital, Sanathnagar to the contractor and / or from the security deposit furnished by the Contractor with the ESIC Super Speciality Hospital, Sanathnagar.

## **21. PERFORMANCE EVALUATION:**

Contractor or his authorized representative will contact the Medical Officer / Staff In-charge, ambulance services once a month for review of the work done.

### **Details of arrangements to resolve complaints or disputes arising from service delivery:**

If the required standards of performance are not met, Medical Officer-in-charge, shall discuss the matter with supervisor to resolve the issues.

If the required standards of performance are still not met, the matter shall be reported to the Dean/Medical Superintendent, who shall take it up with the contractor.

If the required standards of performance are still not met, payment shall be withheld and contract may be terminated.

The contractor shall keep a complaint book to record any complaints on performance. The complaints shall be acted upon and settled speedily. The complaint register should be produced to the ESIC Super Speciality Hospital, Sanathnagar authorities once a month and whenever required.

**22. PAYMENT OF WAGES:**

- i) The contractor shall pay wages not less than the minimum rates of wages fixed by the Central / State Government to the persons engaged by him for the work.
- ii) The contractor shall pay wages to the persons employed by him for the month on fixed days as indicated in the notice board, not later than 5th of the following month without relating to the payment due to the contractor. Absentee payment shall be made not later than 2 days of the payment day.
- iii) The payment of wages shall be made in Bank Account of the Drivers with detailed statement ESI, PF numbers provided to ESIC Super Speciality Hospital, Sanathnagar, Hyderabad
- iv) The contractor shall obtain signature or thumb impression of the worker in wage roll authenticated by the initial of the contractor.
- v) Wager shall be paid without any deductions except those specified by special order or permissible under the Payments of Wages Act.
- vi) In case of non-payment / short, if the ESIC Management as Principal Employer is required to pay the wages to the workers and the amount so paid shall be deducted from the bill of the contractor along with penalty @ 0.5% of the months payment per week or part of week.

**23. ESI, EPF and other statutory requirements:**

Where applicable the contractor will have ESI and EPF Registration. The payment in respect of ESI/EPF contribution, as applicable shall be made by the Contractor and no liability on this account shall be borne by the ESIC Super Speciality Hospital, Sanathnagar.

**24. ARBITRATION:**

All the disputes and differences arising out of and in any way touching the concerning this contract (except for which specific provisions has been made herein) shall be referred to the Sole Arbitrator to be appointed by the ESIC Super Speciality Hospital, Sanathnagar. The arbitrator so appointed shall be a Government Servant who had not dealt with matters related to this contract and in the course of his duties had not expressed on all or any of the matters in dispute. The venue of the arbitration will be ESIC Super Speciality Hospital, Sanathnagar.

The award of the arbitrator so appointed shall be final and binding on the parties to this contract subject to the provisions of the Arbitration and Conciliation Act, 1996 as amended time to time.

**25. For All statutory Laws regarding Vehicle, Services and Man Power, the Contractor is solely responsible**

## IV. Technical Bid

### TENDER APPLICATION FORM

|     |   |   |
|-----|---|---|
| 1   | Name of the firm  |   |
| 2 A | Full Postal Address   |   |
| B   | Cell Phone No.  |   |
| C   | Telephone No.   |   |
| D   | Fax No.   |   |
| E   | Email Id  |   |
| 3   | Name and address of your Bankers stating the name in which the Account stands                                   | a).Name of the Bank<br>b).Name of the bank branch<br>c).Account No.<br>d).IFSC code<br>e).MICR Number |
| 4   | Total No. of Employees  |   |
| 5   | PAN / GIR No.   |   |
|     | Goods and Services Tax Registration No.   |   |
|     | E.P.F. Registration No.   |   |
|     | E.S.I. Registration No.   |   |
| 6   | Are you in the list of approved contractors of any other organizations/ Institution, if any give details        |   |
| 7   | Turn-over details (in Rs lakhs) (enclose copies of audited balance sheet and P&L a/c)<br><br>2015-16<br>2016-17 |   |
| 8   | Any other information which you consider necessary to furnish   |   |

#### Ambulances details:

|  | Type-C | Type-D |
|--|--------|--------|
| a) Brand/Company<br>b) Model<br>c) R.C. No.<br>d) Road Tax clearance<br>e) Other if any  |        |        |
| Whether insured against fire, theft, burglary etc, if so, please state the amount and name of company with policy No.  |        |        |
| Whether meeting the specifications of Type C and Type D Ambulances as per "Constructional and Functional requirements for Road Ambulances (National Ambulance Code)" |        |        |

**Details of existing contracts:**

|   | Name and Address of the Hospital<br>Name, Designation and Contact Telephone / Fax<br>No. of the Officer concerned | No of ambulances deployed | Value of Contract (Rs) | Duration of the contract |               |
|---|---|---------------------------|------------------------|--------------------------|---------------|
|   |   |                           |                        | From (dd/mm/yy)          | To (dd/mm/yy) |
| A |   |                           |                        |                          |               |
|   |   |                           |                        |                          |               |
| B |   |                           |                        |                          |               |
|   |   |                           |                        |                          |               |
| C |   |                           |                        |                          |               |
|   |   |                           |                        |                          |               |
|   | Additional information,   |                           |                        |                          |               |
|   | if any  |                           |                        |                          |               |
|   |   |                           |                        |                          |               |

NOTE:-Please upload the Scanned copies of required documents online

## V. Financial Bid

| Sl No |  | Type-C | Type-D | Total              | Criteria for L1                     |
|-------|--|--------|--------|--------------------|-------------------------------------|
| (1)   | (2)  | (3)    | (4)    | (5)                | (6)                                 |
| A     | *Basic Rate /Hire Charges per month for 1000 KMs |        |        |                    | 0.9 x (total amount in A (5) /1000) |
| B     | Rate per KM beyond 1000 KMs                      |        |        |                    | 0.1 x (total amount in B (5))       |
| C     |  |        |        | <b>Grand Total</b> |                                     |

\*The basic rate quoted shall be all inclusive, including wages of the driver (which should not be less than the minimum wages prescribed by the statutory authorities), statutory expenses like PF, ESI, bonus, leave wages, holiday wages, weekly off wages, uniform expenses etc, and any other incidental charges to meet the requirement of the contract and, tyres, tools, maintenance charges, road tax, parking charges, depreciations, mobile phone charges, Government Taxes and any other incidental charges and modifications to keep the ambulance fit to meet requirement of the contract.

L1 shall be decided based on the amount mentioned as basic rate/ Hire charges which includes all charges for 1000 KMs divided by 1000 (which has a weightage of 90%) plus rate per KM beyond 1000 KMs (which has a weightage of 10%).

**VI. UNDERTAKING**

**UNDERTAKING**

- a. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
- b. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted and the lowest quoted for any other institution/hospital in India.
- c. The Earnest Money of Rs. .... to be deposited by me has been enclosed herewith vide Demand Draft No. .... Dated ..... Drawn .....on .....bank .....Branch.....
- d. I/We give the rights to Dean to forfeit the Earnest Money/Security money deposit by me/us if any delay occur on my/agent's part or fail to provide the requisite and desired ambulance services to the hospital.
- e. There is no vigilance/CBI case or court case pending against the firm.
- f. I hereby undertake to provide the services as per directions given in the tender documents.

Date:

Signature of tenderer:

Place:

Full Name:-

Designation:-



(Office seal of the tenderer)






## **VII. Important Instructions for Bidders regarding Online Payment**

All bidders/contractors are required to procure Class-IIIB Digital Signature Certificate (DSC) with both DSC Components i.e. signing & encryption to participate in the ETenders.

Bidders should get registered at <https://esictenders.eproc.in>.

Bidders should add the below mentioned sites under Internet Explorer  Tools 

Internet options  Security  Trusted Sites  Sites of internet explorer

<https://esictenders.eproc.in>

<https://www.tpsl-india.in>

<https://www4.ipg-online.com>

Also, Bidders need to select “Use TLS 1.1 and Use TLS 1.2” under Internet Explorer 

Tools  Internet options  Advanced Tab  Security.

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in favour of M/s. C1 India Pvt. Ltd., payable at New Delhi via Online Payment Modes such as Debit Card, Credit Card or NetBanking for participating in the Tender.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>

### **VIII. CHECKLIST**

The bidders are requested to follow the check list at the time of online submission of tender document without which the offer is liable to be cancelled.

|    | CHECK LIST   |
|----|--|
| 1  | Earnest Money deposit by Demand Draft only*  |
| 2  | Valid Trade License  |
| 3  | PAN/ TAN other statutory documents   |
| 4  | Registration Certificate of the vehicle  |
| 5  | Valid road permit for State (Telangana) with the period of contract  |
| 6  | a) Driving License of driver to be engaged<br>b) Insurance of driver                                       |
| 7  | Experience certificate   |
| 8  | Road Tax Payment Certificate   |
| 9  | Fitness certificate of vehicle   |
| 10 | Insurance of vehicles  |
| 11 | Pollution control certificate  |
| 12 | All Tender documents signed and sealed   |
| 13 | Documentary proof regarding turnover   |
| 14 | Undertaking (Annexure A)*  |
| 15 | All required documents signed, sealed and uploaded online  |
| 16 | Proof of owning the ambulance vehicle  |
| 17 | An undertaking that the vehicle shall be provided from the date to be specified in the supply / work order |

\* Hard copy also to be submitted

**Dean  
ESI CORPORATION  
SUPER SPECIALITY HOSPITAL  
SANATHNAGAR, HYDERABAD.**