

**TENDER NOTICE**

Sealed tenders are hereby invited for hiring Bus facility of seating capacity as mentioned in tender document for field visit purpose of Interns /MBBS Student's on as and when basis in this Govt. Medical College. Interested Transporters/vehicle operators may purchase tender from Vehicle Section of this office on all working days from 07.10.2024 to 28.10.2024 during office hours, on cash payment of Rs.500/- at counter and Rs.600/- by post per form tender. An E.M.D. of Rs.10,000/-(Rupees Ten thousand only) has to be furnished by way of FDR duly pledged in favour of Principal, Dr. RKGMC Hamirpur (HP) along with the sealed tender. Tender form without EMD will out rightly be rejected. **The tender form can be viewed & downloaded from the college website <http://www.rgmchamirpur.org/>.** Those who wish to download the tender document should enclose tender fee as prescribed. Filled tender form should be submitted as per schedule given hereunder:-

1. Date of submission of Tender document : 28.10.2024 up-to 05:00PM
2. Date of opening of Tender : 29.10.2024 at 11:30AM

In case any date mentioned above happens to be a holiday next day will be considered as due date. This Medical College reserves the right to accept or reject any tender without assigning any reason thereof.



Principal,  
Dr. RKGMC, Hamirpur-HP

Dated Hamirpur the **05/10/24**

No. As above/HMR/2022/- **1774A**  
Copy to:-

1. The Director, Information & Public Relation Department Himachal Pradesh, Shimla for wide publicity in the leading Hindi & English NEWS papers before 07.10.2024. It is requested that a copy of publication may please be supplied to this office.
2. The Director Medical Education & Research, HP Shimla-171009 for information please.
3. HoD, Department of Community Medicine, Dr. RKGMC Hamirpur for information and necessary action.
4. Information Technology Administrator, IT Section, IGMC Shimla for information with the request to upload the same on the website of this medical college.
5. Notice Boards Medical College, Hamirpur.



Principal,  
Dr. RKGMC, Hamirpur-HP

**TENDER DOCUMENT**

Tender Form sold to:

M/S \_\_\_\_\_  
\_\_\_\_\_

Receipt No. \_\_\_\_\_

Date: - \_\_\_\_\_

**FOR HIRING BUS FACILITY FOR FIELD VISIT PURPOSE OF INTERNS & MBBS STUDENT'S  
(ON AS AND WHEN BASIS) DR. RKGMC-HAMIRPUR**

LAST DATE FOR RECEIPT OF BID	28.10.2024 up to 5:00 p.m.
BID OPENING DATE	29.10.2024 at 11:30 a.m.

**Principal,  
Dr. RKGMC, Hamirpur-HP**TEL No. 01972-222999  
COST OF TENDER DOCUMENT AT  
COUNTER RS.500/-  
BY POST RS. 600/-*K. Sharma**ed*  
6/10/24*Asp**[Signature]**[Signature]**[Signature]*

4/10/24

**Instructions along with Terms and Conditions:**

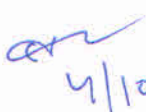
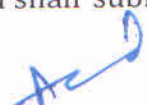




1. Tender must be enclosed in a properly sealed envelope addressed to the Principal, Dr.RKGMC Hamirpur. The tender must contain both **Technical as well as Financial bid in a separate envelope**. The envelope must be superscribed as Tenders FOR HIRING BUS FACILITY FOR Interns & MBBS STUDENTS Dr.RKGMC Hamirpur and can be submitted by post or personally in the O/o Principal, Dr.RKGMC Hamirpur on or before ----- up to -----The financial bids will be opened on the same day of successful bidders after scrutiny/shortlisted of documents by the Committee. For any query regarding tenderer may contract personally on Phone No.01972-222999.
2. The each & every page of tender document should be duly signed by tenderer.
3. The bus will have to ply to & fro for the tours/visits/transportation of Interns/MBBS students within the Hamirpur District.
4. The requirement of the college for the hired bus on as and when basis. The college administration will inform to the Transporter/Agency in advance about the requirement of the Bus service.
5. Initially the tender is for the one year which may be extended for further two years on mutual consent of both parties.
6. The Transporter/Agency should have a minimum fleet of **04 buses** on its name.
7. The transporter/Agency should have minimum experience of **03 years** in plying of buses.
8. The bus should be following seater:-
  - i) Bus should be 52 persons seating capacity
  - ii) Bus should be 42 persons seating capacity
  - iii) Mini Bus should be 32 persons seating capacity
  - iv) Mini Bus should be 17-20 persons seating capacity
9. The bus/vehicle should be 2018 onward model only.
10. The Transporter or Agency will submit following photocopies of documents duly attached with tender document:-
  - i) Certificate of Registration
  - ii) Certificate of vehicle fitness
  - iii) Certificate of vehicle insurance
  - iv) Permit granted by the Regional Transport Authorities
  - v) Pollution under control certificate
  - vi) Certified list of fleet of Buses with number
11. The L-1 bidder will be decided on the basis of minimum rates quoted for hiring of bus on a single day.
12. The bidder should be bonafide of Himachal Pradesh State.








13. The tender must be accompanied with Pan Card, Income Tax Return last three years upto 31<sup>st</sup> March of preceding year.
14. The buses should be well designed and equipped with all accessories necessary for safe journey of students. The following safety norms as prescribed by the Hon'ble Supreme Court are also to be observed strictly before bringing the institute vehicle on road:-
  - a) The bus must have a first Aid Box with glazed front, with necessary medicines for First Aid. The expiry date of medicines must be checked time to time by transporter.
  - b) The window of buses must be fitted with horizontal grills/nets.
  - c) The buses must be equipped with a Fire Extinguisher, dry power type located near the Engine Compartment.
  - d) The doors of the buses should be fitted with reliable locks.
  - e) The buses must have doors & fitting as per the guidelines issued by the Hon'ble Supreme Court.
15. The Bus should be duly insured and should have all necessary permits from the Transport authority.
16. The Transporter or Agency shall ensure that the provisions of the Motor Vehicle Act, 1988 are strictly followed in respect of the driver and vehicle provided to this Medical College. Any violation of the Motor Vehicle Act and consequences thereof shall be the sole responsibility of the Transporter or Agency.
17. The Transporter /Agency shall engage driver of the category who is medically fit. The driver must possess a valid driving license issued by the competent authority. He must have knowledge of traffic rules and other regulations.
18. The bus should be kept neat and clean and in perfect running condition with adequate quantity of fuel and there should be sufficient boot space. The Transporter /Agency shall ensure the placement of a plate indication **"On Govt. Duty/On Dr. RKGMC Hamirpur Duty"** at a suitable place in front and back of the vehicle on the day of engagement.
19. The Transporter or Agency shall bear all costs on account of fuel, oil, spares, comprehensive insurance, repair, maintenances, registration fee, payment of route permits renewal of route permits, payment of all taxes-levy of toll tax, , services tax etc.
20. The Bus should be duly insured and should have all necessary permits from the Transport authority.
21. The Transporter or Agency shall provide the name, address and mobile number of the driver. The Transporter or Agency shall also verify license of the driver and shall submit copy thereof to this Medical College.

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22. The Transporter or Agency shall ensure presence or availability of vehicle as per timing of the Medical College. The vehicle may need to ply on all kind of roads, within Hamirpur District Himachal Pradesh including rough and kacha road.
23. The driver and conductor should be in proper uniform and should affix name plate provided by the Transporter /Agency while on duty. The driver and conductor shall obey the orders of the Vehicle Incharge of this medical college and are expected to polite and courteous in his behavior.
24. The driver and conductor shall observe all etiquettes and protocol while performing his duty. He must carry a mobile phone in working condition for which no separate payment will be made by this intuition.
25. This Medical College will not be responsible for any challan, loss, damage or accident to the vehicle or to any other vehicle or injury or accident to the driver or to any other third party. In such a case, the loss or damage or any legal expenses connected therewith will be borne by the Transporter or Agency.
26. In the event of theft, loss or accident and any dispute with the local or government Authority, the institute will not be responsible and vehicle owner will settle the claims himself with any authority. During the contract period if vehicle is seized/detained by police/transport authority or any other authority for any reason, what so ever, it shall be the sole responsibility of the contractor. The Transporter/Agency shall provide alternate vehicle immediately.
27. The transporter or Agency will be responsible for making the alternative arrangement of their Driver and conductor in any case.
28. The journey performed by the driver or owner on account of filling of fuel, repairs, services, journey from place of residences to place of duty or place of parking shall not be paid by this institution.
29. The payment will be made on the end of month according to the no. of journeys made during the month on submission of pre-receipted bill which must be supported by Log book duly signed by the concerned officers and finally signed by the Controlling officer of vehicle.
30. The driver/ Transporter /agency shall keep and maintain a log book, which should be updated on routine basis indicating the time and mileage. In case of incomplete log book, it shall be presumed that vehicle has not been used by this institution.
31. Payment of hire charge or bus will be made to the transport by this Medical College after deduction of TDS as per IT norms and other Government Liabilities if any.

The bottom section of the page contains several handwritten signatures and dates in blue ink. From left to right, there are:
 


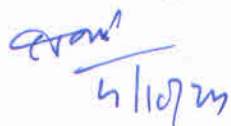
- A signature that appears to be 'A.S.' with a date '4/10/24' written below it.
- A signature that appears to be 'S. S. Sharma' with a date '4/10/24' written below it.
- A signature that appears to be 'D. D. Sharma' with a date '4/10/24' written below it.
- A large, stylized signature on the right side of the page.
- A signature that appears to be 'A.S.' with a date '4/10/24' written below it.

32. If the vehicle is out of order, a suitable replacement shall be provided by the Transporter or Agency immediately to this Medical College. In case, vehicle does not report on time or does not report at all, this institution would have right to hire a vehicle from the market and the additional cost incurred by this institution will be borne by the Transporter or Agency.
33. The Driver or Contractor or Agency shall be bound to carry out the instructions of the vehicle incharge of this Medical College from time to time.
33. Principal, Dr. RKGMC Hamirpur can terminate the agreement by giving one month's notice to the Transporter/Agency.
34. The agreement may also be terminated by Principal, Dr. RKGMC Hamirpur at 24 hours' notice
  - i) Due to grave misbehavior on the part of the Driver and conductor
  - ii) Due to rendering erratic buses services causing much inconvenience to the students as well as college staff.
35. A penalty of Rs.1000/- per day shall be levied if the contractor fails to provide the bus on a particular day.
36. An Agreement will be executed on Rs.100/- Non-Judicial stamp paper.
37. In case of any dispute, the Principal, Dr. RKGMC Hamirpur will be sole arbitrator and his decision shall be final and binding on both the parties. Court matter, if any, shall be within the jurisdiction of District Court, Hamirpur only.
38. The successful bidder shall be required to deposit Rs.50,000/- (Rupee Fifty thousand only) as Security in shape of FDR/Bank Guarantee duly pledged in the name of Principal, Dr. RKGMC Hamirpur (HP) which shall be forfeited in case of breach of the contract.
39. The successful bidder shall have to give the undertaking that he has gone through the terms and conditions mentioned above and also undertake to provide vehicle to Dr. RKGMC Hamirpur, accordingly, if shortlisted for the purpose.
40. The Committee authorized by the Principal can check/inspect the condition of bus at any time during College duty hour.
41. Principal, Dr. RKGMC Hamirpur (HP) holds the right to cancel the tender at any stage without assigning any reason.

I/We hereby undertake to provide bus facility at the quoted rates specified in the Schedule and within the time specified in the conditions of the contract. The terms and conditions given in the contract will be binding upon me/us in the event of acceptance of my/our tender.

Read and accepted

Signature of tenderer









## Annexure-A

## I. CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH THE TENDER

Conform the enclosure of all the below documents without which bidder may not be eligible to participate in the Tender

Sr. No	Description	Detail	Page No.
1	Undertaking on letter pad to effect that Transporter/Agency has not quoted less than these rates anywhere in the state.	Yes/No	
2	Whether a list of institution/organizations where your firm has bus service provided recently, is attached along with satisfactory performance certificate from those institution/ organizations.	Yes/No	
3	Whether the prices has been quoted on the prescribed proforma.	Yes/No	
4	Self attested copy of Bonafide Himachali	Yes/No	
5	Whether all the documents as required in the tender document are enclosed		
i)	Certificates of Registration	Yes/No	
ii)	Certificates of vehicle fitness	Yes/No	
iii)	Certificates of vehicle insurance	Yes/No	
iv)	Permit granted by the Regional Transport Authorities	Yes/No	
v)	Pollution under control certificates	Yes/No	
vi)	Certified list of fleet of Buses with number	Yes/No	
6	Whether EMD as asked has been attached	Yes/No	
7	An undertaking that the Tenderer/bidder has never been blacklisted on Rs.10/ Rs.20 stamp paper.	<u>Yes/No</u>	
8	An undertaking that there is no ongoing police case / vigilance enquiry/criminal case against the Tenderer/bidder or his Partners / proprietor and he/she has never been convicted or punished by any Hon'ble Court of law on Rs.10/ Rs.20 stamp paper.	<u>Yes/No</u>	
9	Copy of Income Tax Return last three years	<u>Yes/No</u>	
10	Whether Tender Document duly signed by the authorized signatory attached	Yes/No	

Authorized Signatory:  
Name of the firm/bidder:

*[Handwritten signatures and dates]*

*[Signature]*  
4/10/24

*[Signature]*  
4/10/24

*[Signature]*  
4/10/24

*[Signature]*

To be enclosed with Techno-Commercial Bid

BIDDER PARTICULARS

Bidder Serial Number Allotted on Tender Document: \_\_\_\_\_

- 1. Name of the Bidder:
- 2. Address of the Bidder:
- 3. Name of the Manufacturer (s) :
- 4. Address (es) of Transporter/Agency:
- 5. Name and address of the person:

To whom all references shall be made regarding this tender inquiry.  
Telephone:

Telex :

Fax :

e-mail address :

Witness :

- Signature
- Name
- Address
- Designation
- Company
- Date
- Company Seal

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4/19/24

*[Handwritten signature]*

*[Handwritten signature]*  
4/16/24

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ANNEXURE-C  
 BUSES FACILITY FOR INTERNS/MBBS STUDENTS  
 DR.RKGMCHAMIRPUR (HP)

Sr. No	PRICE	BID	PROFORMA FOR HIRING	Bus Seating	Capacity	Bus Seating	Capacity	Bus Seating	Capacity	Bus Seating	Capacity
			Bus Hire charges to & fro for the tour/visits/transportation on as and when basis including all costs-fuel, repair, tax etc.	52 persons	42 persons	32 persons	17-20 persons				
1.			Upto 50 KM								
2.			Upto 75 KM								
3.			Upto 100 KM								
4			Rate per kilometer (Beyond 100 KM)								

It is certified that the charge of above, has included all taxes/duties etc. and nothing above shall be charged over and above this cost.

*(Signature)*  
 (Dr. Ram Swarup)

*(Signature)*  
 (Dr. Abul Kashood) 4/10/24  
 (Arbab Khan)

*(Signature)*  
 (Dr. Ramkishan Phartia) 4/10/24

Signature of authorized person

*(Signature)*  
 (Dr. Anurooj Sharma)

*(Signature)*  
 (Deepak Chaudhary)  
 AC (BMT)