

No. DHS/FW/Inn.IEC-BCC/2022-23/943
Government of Goa,
Directorate of Health Services,
State Family Welfare Bureau,
Panaji-Goa.

Date:- 23 /1/2023

QUOTATION NOTICE FOR HIRING OF VEHICLE

On behalf of the Chief Medical Officer, State Family Welfare Bureau-Directorate of Health Services, Campal – Panaji; invites sealed Quotation from reputed agencies/ registered service providers for providing / supplying of vehicle as mentioned in the schedule below on monthly hired basis along with driver and fuel, for official / operational use in for a period of **2 months** from the date of contract/ agreement. The details of the vehicle to be hired are as under:

Schedule		
Sr.No	Category/Type of Vehicle	No. of Vehicle required (with period)
1	MUV Vehicle (with AC), Preferably Swift Desire, Hexa, Ertiga, etc.	1 vehicle (for 2 months)

Interested bidders/ parties / agencies having experience of providing/ supplying of vehicle to Central or State Government Offices /PSUs etc. and also willing to comply with the general terms and conditions mentioned hereinafter in this notice may submit their quotation in the prescribed format in sea1ed condition superscribed as **"Quotation for Hiring of Vehicle"** and addressed to: **The Chief Medical Officer, State Family Welfare Bureau - Directorate of Health Services, Campal – Panaji Goa.**

The sealed quotations should be submitted upto 5.00 pm in the aforesaid office **on or before 1/2/2023**. Quotations received after the above-said scheduled date and time will not be considered. No quotation by FAX, E-mail or any other means of electronic communication will be entertained. The sealed quotation will be opened at 02:30 p.m. on 1/2/2023 at the chamber of Chief Medical Officer, State Family Welfare Bureau-Directorate of Health Services, Campal – Panaji in presence of the SFWB officials. All the bidders may like to be present, either themselves or through their authorized representative, on the date and time mentioned above along with the original documents of the vehicle to be provided. This office also reserves the right to extend the date of acceptance of quotations in unavoidable circumstances.

GENERAL TERMS AND CONDITIONS

1. The vehicle offered to the Department should be in good running condition and well maintained. The vehicle should be properly and comprehensively insured and should have Commercial Registration as per Motor Vehicle Act, 1988, including regular Pollution Clearance Certificate.
2. **The branding of the vehicle should be done after signing the necessary agreement/document. The vehicle would be utilized to visit the peripheral health centers for routine visits and also during the time of camps/health Melas etc.**
3. The vehicle should remain in the office campus during office hours and will normally be utilized during the said period. However, it may be utilized even after office hours, as and when required. The vehicle on hire must also be made available at any time or

day as desired by the office, including Saturday and Sunday and Public Holidays, if required.

4. All legal obligations and necessary documentation which include necessary license and permissions for conducting business, Registration Certificate, insurance, Pollution Control Certificate, Road Tax, Driving License and other compliances shall be complied by the service provider / vendor and this office does not own any responsibility whatsoever in this regard.
5. The service provider/vendor shall not engage any sub-contractor or transfer the contract to any other person.
6. This office is liable to pay the hiring charges only. The service provider/vendor will be responsible for maintenance and up-keeping of the said vehicle on his own account and no extra charge will be paid by the Department. All expenses including the cost of fuel, repair of vehicle, vehicle taxes, Driver's Salary, Mobile Charges and / or any other incidental expenditure whatsoever, have to be borne by the service provider/vendor. In case of any accident, all the claims arising out of it shall be borne by the service provider/ vendor. The office shall not be responsible for any Toll Tax/ferry charges, fine charged by Police or other agencies, parking fees, losses, damages, any accident of the vehicle or to any other vehicles or for the injury to the driver or any other third party. All such expenses on this account shall be borne by the service provider/vendor of vehicle and there will be no reimbursement from the Department in this regard.
7. Due to non-availability of the vehicle on any reason whatsoever, like breakdown, servicing, maintenance, repair etc., the service provider/vendor shall make arrangement for providing substitute vehicle in good condition.
8. The driver of the vehicle should be polite, trained, and well conversant in the local language and in Hindi, having good eye-sight and bear a good character, devoid of bad habits. He should have a proper valid driving license and he should be familiar with the roads and routes of Goa state. The driver should observe all etiquette and protocol while performing the duty and shall be neatly dressed and carry a Mobile phone in working condition for which no separate payment shall be made by the Department. The driver should always remain with the vehicle during entire period of duty. In case of any urgency, the driver may seek permission from the concerned officer.
9. The drivers of the hired vehicle must follow traffic rules and other regulations prescribed by the Government from time to time. Any liability on violation of traffic rules shall be borne by the service provider/vendor.
10. The driver should not be normally changed unless requested by the office/officer using the vehicle or due to weekly rest to the driver.
11. The service provider/vendor and the driver shall be bound to carry out the instruction of the Department/ Officer-in-Charge of the vehicle as well as of the competent officer/officers to whom the vehicle is assigned.
12. No additional terms and conditions from the service provider/ vendor/ tenderer over and above shall be entertained by the office.
13. Rate for supply of the vehicle shall remain in force and be binding on the service provider/ vendor/tenderer for the entire period of agreement of 2 months. However, if the performances are found unsatisfactory, then the authority / office have the discretion to terminate the agreement/ contract with one month notice.

14. Incomplete quotations or quotations containing incorrect information(s), even if found subsequently, will be disqualified and are liable for rejection without any intimation.
15. In case, any negligence regarding service by the contracted service provider/vendor is noticed, this office reserves the right to terminate the contract agreement after giving 15 (Fifteen) days notice. However, the service provider/vendor should intimate the office in writing at least 30 days (One month) notice in advance before withdrawal of vehicle.
16. The Department reserves the right to cancel the service provider's /vendor's bid and/or the contract agreement, if any information provided by the service provider/vendor is found unverifiable during the selection procedure, without assigning any reasons.
17. The contract so awarded will commence from the date of communication of the same and will be valid for **6 months** from the date of execution of the same and thereafter it may be extended for further period as may be necessary on mutual agreement.
18. Pre-receipted bill for a month shall be submitted by the service provider/vendor in duplicate on or before 10th of succeeding/ subsequent month. The payment shall normally be made within the month in which the bills are submitted by PFMS through bank. The updated bank details may be given by the service provider/vendor along with the bill.
19. **This office reserves the right to terminate the accepted tender during the period of the contract without giving any reason and without consulting the service provider/vendor. The Service Provider/Vendor will have no right to demand any compensation in this respect. The office so reserves it's right to relax any of the conditions above. In case of any dispute of any kind and of any respect whatsoever, the decision of the Chief Medical Officer – SFWB shall be final and binding.**
20. This office also reserves the right to accept or reject any or all the tender without assigning any reason whatsoever.

Terms and Condition as specified above are accepted by me/us.

**Chief Medical Officer
State Family Welfare Bureau
Directorate of Health Services**