



Bharat Heavy Electricals Limited, Jhansi
COMMUNICATION & PUBLIC RELATION

Tender Enquiry No : MED/H/AMBU/20-01

TENDER DOCUMENT

For Tender Enquiry No. : MED/H/AMBU/20-01
For

**“Hiring of one Ambulance - Tata Winger/Force Traveller/Maxi Van or equivalent
High roof model, “2013 MODEL or Later”, AC with Heater”**

Contact persons:

Name: Anshuman Sharma
Designation: Dy. Manager (MM/CCC)
Email: anshuman.sharma@bhel.in
PH: 0510-2412784

Tender Due Date: 05.05.2020 at 13:15 Hrs

Tender Opening Date: 05.05.2020 at 14:00 Hrs

Note: The Tender document can be collected from the office of Dy. Manager, (MM/CCC) Administrative Building, First Floor, BHEL Jhansi or can be downloaded from web site www.bhel.com

I/ We agree with above
Acceptance of bidder: Seal & Sign



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NOTICE FOR INVITING TENDER

| S. No. | Name of Work | Description |
|---------------|---|---|
| 1 | Scope of Work | Hiring of one Ambulance - Tata Winger/Force Traveller/ Maxi Van or equivalent high roof model. "2013 MODEL or Later", AC with Heater. |
| 2 | Tender Evaluation Criteria | As per Annexure "B" |
| 3 | Duration of Contract | TWO YEARS from the date of award. Extendable for one more year on mutual consent. |
| 4 | Last date of receipt of the Tender | On 05.05.2020 at 13.15 Hours |
| 5 | Date of opening of Techno - Commercial Bid. | On 05.05.2020 at 14.00 Hours. |
| 6 | Address for submitting the tender | Tender Box at CISF office Administrative Building gate BHEL, Jhansi-284120 |
| 7 | Earnest Money Deposit | Rs. 5,000 /- (Rs. Five thousand Rupees Only) |
| 8 | Cost of Tender | Nil |
| 9 | Security Deposit | As per Point 03 of "Special Terms & Condition of contract" of tender documents. |
| 10 | Validity of Offer | 120 Days from tender opening date. |

*Other terms & conditions shall be followed as per JHS:2055C R00

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SCOPE OF WORK AND WORKS SPECIFICATIONS

To Provide Ambulance with following facilities:

| S No. | Description | Requirement | Remarks |
|-------|---|---|---|
| 1. | Ambulance Van / Model: Diesel Operated Only | Make : TATA Winger/Force Traveller /Maxi Van or equivalent, High roof model, “2013 MODEL or Later”, AC with Heater | |
| 2. | Place of work | BHEL, Hospital Jhansi | |
| 3. | Required No. | 1 No. | |
| 4. | Working days | All days including Sundays and holidays | |
| 5. | Working Hours | 24 hrs. (3 shift) | |
| 6. | Operator | One driver for each shift | |
| 7. | Requirement in the Ambulance | | |
| | | Ambulance collapsible stretcher | |
| | | Side stretcher | |
| | | Foldable wheel chair | |
| | | 12V plug point for operating suction apparatus | |
| | | Clamp for Oxygen cylinder | Oxygen gas cylinder will be provided by BHEL. |
| | | Hook for hanging IV fluid bottle | |
| | | Drug cabinet | Medicines will be provided by BHEL |
| | | Attendant Seat | |
| | | Doctor Seat | |
| | | Water tank with wash basin and tap | |
| | | Window screens | |
| | | Fans for Patients | |
| | | Buzzer | |
| | | Safety : Fire extinguisher dry powder type and First aid box | |

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SPECIAL TERMS & CONDITIONS OF CONTRACT

Tenders are invited for Hiring of one Ambulance: Tata Winger/Force Traveler /Maxi Van or equivalent high roof model, “**2013 MODEL or Later**”, **AC with Heater**.

01. Minimum fix payment for running of 2000 KM per month shall be ensured (including AC and non AC operation). However if the minimum fix payment exceeds because of operation, the same shall be paid. The assured minimum KM are subjected to monthly running of the Ambulance, otherwise minimum assured KM will be given on prorated basis. This condition is however subjected to satisfactory fulfillment of all other terms & conditions. The billing period will begin from the 1st day of a calendar month.

$$\begin{aligned}\text{Effective rate of Ambulance} = & \text{Rate of Ambulance without AC} \times 0.60 \\ & + \text{Rate of Ambulance with AC} \times 0.40\end{aligned}$$

02. **Penalty/ LD** : In case of breakdown of the ambulance on any day, another ambulance will have to be provided immediately. In case of failure to provide another ambulance, a penalty @ Rs.1000/- per day will be imposed and at the same time cost of hiring the alternate ambulance will be charged to the contractor's account. This will be allowed only for maximum 15 days in a year, after which management reserves the right to terminate the contract.

In case of Ambulance absent for reporting for duty a penalty of Rs. 1000/- will be imposed.

Ambulance should have cleaned & ironed white seat covers. In case of failure to do so, BHEL will get the same prepared and deduct the amount from the bills apart from recovering a penalty of Rs.100/- .

If the contractor is not able to provide the ambulance originally offered for a continuous period of 10 days without prior intimation and acceptance, BHEL reserve the right to terminate the contract and to take appropriate action against the contractor.

03. **Security Deposit (SD)**: Security deposit shall be 2.5% of contract value will be collected from the successful bidder **before start of the work** in the form of either EFT or Bank Guarantee. The S.D will be refunded to the contractor after satisfactory completion of the work and on production of no dues certificate. In case of non-satisfactory performance of the contract, BHEL shall have a right to cancel the contract & forfeiting the security deposit.

04. **Diesel Price Variation Clause:**

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- a. The rates agreed between BHEL and the contractor will remain firm during the period of contract. However, the rates will increase / decrease by 30% of the percentage increase / decrease in the retail price of diesel published in local daily newspapers i.e. Dainik Jagran/Amarujala Jhansi edition, prevailing on the date of tender opening (Techno-Commercial Bid). Any increase / decrease so allowed to the contractor will be extra / less and form the part of basic rate. This increase / decrease will be done only monthly basis as under.
- b. The retail sale price (RSP) of diesel applicable for Jhansi District obtained from local daily newspapers i.e. Dainik Jagran/Amarujala Jhansi edition, shall be the basis for calculation of price change. The retail Sale Price of diesel existing of 1st of each month shall be applicable throughout the month. The rates shall be declared for the whole month. Diesel price on 1st of calendar month (1st Feb, 1st Mar., 1st Apr. etc.) will remain same up to end of current month (1st Feb. to 28th Feb, 1st Mar. to 31 Mar. etc.).
- c. Percent increase / decrease in rate shall be 0.30 times of percent increase in average RSP of diesel w.r.t. Base rate indicated in the tender.
- d. Example : If the RSP of diesel are as following :

| Sl No | Particulars | Retail Sale Price in Rs. |
|-------|--|---------------------------------------|
| 1 | Rate as on Base Date (1 st March-20 | 64.68.00 |
| 2 | On 1 st April. '20 | 62.75 |
| 3 | Percent Increase w.r.t. RSP on Base Date | $(62.72-64.68)/64.68 * 100 = -3.03\%$ |
| 4 | Percent change in Rates | $0.30*(-3.03) = -0.91\%$ |

This increase/decrease in Rate shall be applicable in period from 1st March '20 to 30 March '20 (both date included).

05. **Payment Terms:** Payment shall be made within 15 days after submission of clear bill in all respect after deduction of statutory tax and duty if any. The bill will be submitted to executing department i.e. Hospital & hospital will make appropriate necessary corrections (if required) before forwarding the bills for payment to finance dept.
06. **Measurement of work:** Bills will have to be submitted along with a copy of logbook to BHEL Hospital Jhansi duly certified by user department.
07. Successful bidder will pay the Stamp Duty on Security Deposit as per Government rules.
08. For Ambulance the ordering / contract will be finalized on lowest technically qualified bidders only. The bidders quoting the lowest price shall be considered for ordering subject to price

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- reasonability & techno-commercial suitability. In case of Tie in rate, L1 shall be finalized by draw & same shall be accepted to all parties.
09. The driver of the Ambulance should be well behaved and courteous with the patient and their attendant / family members / relatives. He should display restraint and wisdom in dealing with excited passengers. In case of misbehavior by the driver, a suitable penalty can be imposed for each occasion. In case there are multiple repetitions with a particular driver, he will have to be changed.
10. The bidder will have to provide two pairs of uniform to each driver and one pair of black shoes. The shirt should have a label showing the name of the Firm on the left and a name plate pinned on the right side of the shirt showing the name of the driver. The driver will have to be provided with a mobile phone. He will keep the mobile phone charged and in fully operative condition.
11. The contact person mentioned in Part-‘A’ of this bid will have to meet the Hospital Incharge / hospital administration at least once every fortnight for obtaining feedback about the operation of the ambulance. The instructions issued by the Hospital Incharge / hospital administration will be noted down by the contact person in Two Copies, one each for the contractor and BHEL. Similarly, the contact person will meet the Hospital Incharge / hospital administration once every alternate month and discuss the issues for smooth running of the contract.
12. In case the vehicle goes out of U.P. State on BHEL duty, the service provider has to obtain road permit for the same. Expenditure incurred on this account shall be reimbursed along with the payment of bill on documentary proof.
13. The Ambulance will have to be maintained by the contractor in good running condition which includes at least the following:
- Minimum noise of engine and body while running;
 - Tyres with proper treads;
 - Inflated Stepony; Working headlights, tail lamps, indicators, speedometer, milometer, temperature indicator etc; Proper paint on the outside; Good condition of bumpers;
 - Upholstery in good condition including washed and ironed white seat covers;
 - Proper locking of all doors;
 - Proper closing and opening of all windows;
 - Dusting of dashboard, rear board, matting, windscreen, windows and body.
 - GPS
14. During out station trips, cash for fuel/driver's personal expenditure, other State permit charges etc. will have to be provided in advance by contractor

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15. The contractor has to ensure that filling of the fuel in the vehicle is done from the petrol pump situated near BHEL. Otherwise the Kilometer covered by the vehicles for fuel filling will be in the account of contractor.
16. No unauthorized person should be allowed to travel in the Ambulance when on BHEL official duty. Failure to comply with this provision can result in non-payment of the trip.
17. The Contractor has to make an agreement with BHEL in the format prescribed only on Rs. 100/- Non-Judicial Stamp Paper.
18. The Contractor shall get the character & antecedents of his own drivers verified from District Magistrate's office and intimate the same to the management. Before deploying them to work.
19. The vehicle used for ambulance service should be : Tata Winger/Force Traveler /Maxi Van or equivalent high roof model, **"2013 MODEL or Later"**, AC with Heater. The vehicles should be registered in the name of bidder only. The Ambulance shall be operated by Diesel only. The contractor should pay necessary taxes and other insurance payment and carry out exhaust emission test (once in six month). All the connected documents should be kept alive during the contract period.
20. The fuel tank should be always kept full and at any point of time, the level should not be less than 50% of tank capacity.
21. BHEL official shall carry out inspection of Ambulance offered and their decision regarding acceptance and rejection is final.
22. 24 hours availability of the ambulance should be ensured in BHEL, hospital controlled by Hospital staff to attend emergency cases at any time. The ambulance shall be deployed at BHEL, Hospital. The ambulance should work on all Sundays, all local and National holidays, i.e. it should work throughout the year without any break.
23. Drivers each shifts should be operated in 24 hours continuous service with mobile phone facility to contact in emergency and the normal shift timing will be 0800hrs. to 1600hrs, 1600hrs. to 0000hrs., and 0000hrs. to 0800hrs. Shift timing can be changed as per requirement of
24. During the contract period BHEL reserves the right to terminate the contract without assigning any reason by giving 15 days' notice to the contractor.
25. BHEL reserves the right to reject any offer without assigning any reason what so ever may be.
26. Bidders have to Submit Valid Ambulance Permit along with ambulance within 15 days of L.O.A.
27. Comprehensive insurance for driver, Passengers & third Party.

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Annexure-A

PRE- QUALIFYING REQUIREMENT FOR AMBULANCE

The bidders are required to provide information about the following and enclose copies of required documents for hiring of one: Tata Winger/Force Traveler /Maxi Van or equivalent high roof model, **“2013 MODEL or Later”, AC with Heater.**

| Sl. No. | Particulars | Requirement | DETAILS (To be filled in by the Contractor) |
|---------|--|-------------|---|
| 1 | Ambulance shall be 2013 or later model | Essential | |
| 2 | Registration no. of vehicle/ undertaking for providing Ambulance. | Essential | |
| 3 | Overall height of the vehicle Min Reqd.: 2500 MM (please provide supporting documents, Vehicle make/Model/Variant (Catalog/Brochure of high roof* model to be submitted.) | Essential |mm |

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Annexure-B

TENDER EVALUATION CRITERIA

The Evaluation of the tender will be carried out as follows:

1. The bidders meeting all Techno-commercial conditions as given in qualifying requirement shall be evaluated.
2. The bidder quoting the lowest price shall be considered for ordering subject to price reasonability and techno commercial suitability.
3. For the purpose of deciding lowest bidder (L-1) the following formula shall be used :

$$\text{Effective rate of Ambulance} = \text{Rate of Ambulance without AC} \times 0.60 \\ + \text{Rate of Ambulance with AC} \times 0.40$$

(Rates of AC Operations can not be more than 40% of non-AC Operation Rates)

4. The contract shall be awarded on overall L-1 basis (i.e. the lowest)
5. In case more than one bidder are L-1, then L-1 bidder will be selected by Discount.
6. In case of a tie, after discount, the L-1 shall be selected by the draw of lots.



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Name & Address of Bidder:

Email :

Mobile No

Contact Person

Annexure-C

BLANK PRICE BID

NAME OF WORK: **Hiring of one Tata Winger/Force Traveler/Maxi Van or equivalent high roof model, “2013 MODEL or Later “AC with Heater Ambulance.**

IMPORTANT: Contractor is advised to read the technical bid also before quoting:

| Item | Description | Quantity | UNIT | Quoted rate Rs. (to be filled in by bidder) |
|---|--|---|--------------------|--|
| 1 (a) | Providing & operating : TATA Winger/Force Traveller /Maxi Van or equivalent high roof model, “2013 MODEL or Later”, AC with Heater Ambulance operation along-with well dressed Drivers, White seat covers, Fuel, all legal clearances from RTO, Labour authorities, Insurance cos. Etc. for transporting of Patient / their family members / Relatives / Medical staff relating to BHEL. | One Ambulance, min. 2000 Kms per Month | Per Kilo- metre | XXXXX |
| 1 (b) | Same as above with AC in operation * | | Per Kilo- metre | XXXXX |
| 2 | Market price of diesel on the date of tender opening (for diesel price variation clause). Not for comparative statement | | PER LITRE | XXXXXX |
| Formula for deciding L-1 for Item No.1 (1a) & (1b) is as under: $\text{Rate of 1a} \times 0.60 + \text{Rate of 1b} \times 0.40$ | | | | |

NOTE : GST shall be paid extra as applicable.

Name & Address of Bidder:

I/ We agree with above

Acceptance of bidder: Seal & Sign



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Tender Enquiry No : MED/H/AMBU/20-01

Email :
Mobile No
Contact Person

Annexure-D

PRICE BID:

NAME OF WORK: **Hiring of one Tata Winger/Force Traveler/Maxi Van or equivalent high roof model, "2013 MODEL or Later "AC with Heater Ambulance.**

IMPORTANT: Contractor is advised to read the technical bid also before quoting:

| Item | Description | Quantity | UNIT | Quoted rate Rs. (to be filled in by bidder) |
|--|--|---|--------------------|--|
| 1 (a) | Providing & operating : TATA Winger/Force Traveller /Maxi Van or equivalent high roof model, "2013 MODEL or Later", AC with Heater Ambulance operation along-with well dressed Drivers, White seat covers, Fuel, all legal clearances from RTO, Labour authorities, Insurance cos. Etc. for transporting of Patient / their family members / Relatives / Medical staff relating to BHEL. | One Ambulance, min. 2000 Kms per Month | Per Kilo- metre | |
| 1 (b) | Same as above with AC in operation * | | Per Kilo- metre | |
| 2 | Market price of diesel on the date of tender opening (for diesel price variation clause). Not for comparative statement | | PER LITRE | |
| Formula for deciding L-1 for Item No.1 (1a) & (1b) is as under: Rate of 1a x 0.60 + Rate of 1b x 0.40 | | | | |

NOTE : GST shall be paid extra as applicable.

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AFFIDAVIT

(On Rs.10/- Non Judicial Stamp paper.)

I / We M/s.....proprietorship / Pvt. Ltd. / partnerships firm
represented by Shri.....s/o.....aged about
.....resident of
.....do here by solemnly affirm and state as follows:

1. That the firm stated hereinabove holds all statutory requirements such as under: -
 - A. PAN number in the name of the firm.
 - B. Income Tax Return for the last three years (Desirable).
 - C. GST number.
2. That the deponent declares that no criminal trial/prosecution for any offence involving fraud dishonesty and moral turpitude is pending against the deponent in any court of law. Further no penalty/guilty/conviction was awarded against the deponent by any court of law/statutory authority in India.
3. That the deponent hereby declares that neither myself & my firm was declared as insolvent by any court of law nor any insolvency proceedings pending in any court of law.
4. That the deponent declares that the firm referred herein above never been blacklisted/banned/delisted on the date of tender by any establishment of any PSU / State Govt. / Govt. of India.
5. Declaration that he is not Blacklisted / under hold from BHEL Jhansi OR banned by any unit / region / office of BHEL.

Deponent

VERIFICATION

The facts stated herein above are true and correct to the best of my knowledge and nothing has been concealed. Verified on/...../2020 at Jhansi (U.P.).

I/ We agree with above
Acceptance of bidder: Seal & Sign