

बिहार स्वास्थ्य सुरक्षा समिति

राज्य स्वास्थ्य अभिकरण



बिहार सरकार

BIHAR SWASTHYA SURAKSHA SAMITI

State Health Agency

NOTICE INVITING TENDER

e-tender (NIT) Reference No: 02/BSSS/Hiring of Vehicles/2022-23

Bihar Swasthya Suraksha Samiti (BSSS), Secretariat Extension Building, Block-3
Second floor, Old Secretariat, Patna Bihar 800015

e-Procurement Mode Only
[http:// www.eproc.bihar.gov.in/ BELTRON](http://www.eproc.bihar.gov.in/BELTRON)

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1. The Bihar Swasthya Suraksha Samiti (BSSS), Patna intends to select agency(s) for hiring of vehicles for local & outstation travel on daily and monthly rental basis, as per the specifications mentioned in the tender document.

2. Schedule of Events:

| S.No. | Event Description | Timeline |
|-------|--|---|
| 2.1 | Date & time of downloading the Tender document. | Till 05/09/2022 up to 05:00 PM, from the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON). |
| 2.2 | Last date & time for submission (upload) of online bidding document. | 06/09/2022 till 05:00 PM, on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON) |
| 2.3 | Last date & time for submission of EMD(Proof) | 08/09/2022 by 05:00 PM, to "The Chief Executive Officer, Bihar Swasthya Suraksha Samiti, Secretariat Extension Building, Block-3 Second floor, Old Secretariat Patna Bihar 800015" |
| 2.4 | Time, Date of opening of Technical Bid | 09/09/2022 at 11:00 AM on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON) |
| 2.5 | Time, Date of opening of Financial Bid | To be announced later on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON) |
| 2.6 | Pre-bid meeting (Date & time) | 24/8/2022 at 11:00 AM |
| 2.7 | Pre- bid meeting venue | Conference Hall, Bihar Swasthya Suraksha Samiti, Secretariat Extension Building, Block-3, 2 nd Floor, Old Secretariat |
| 2.8 | Contact person for any inquiry and information | Procurement Manager, BSSS, Mobile No. 9264471413 |

Note –

- Interested Tenderers may obtain further information about this Notice Inviting Tender (NIT) from the office of Bihar Swasthya Suraksha Samiti (BSSS).
- No tender will be accepted after closing date and time in any circumstances.

- Tenderer may also download the tender documents (a complete set of document is available on website) from e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) and submit its tender by using the downloaded document.
- 'Tender Processing Fee (TPF)' amount for the sum of Rs. 1,180/- (One thousand one hundred and eighty rupees only) is to be paid by the agency through e-Payment mode (i.e., NEFT-RTGS, Internet Banking, Credit/ Debit Card) only, to the agency empaneled by Government of Bihar for centralized e-Procurement.
- The tenderer must deposit Earnest Money Deposit (EMD) of **(Rs.72,000/- (Rupees Seventy two thousand Only)** through e-payment mode (i.e. NEFT/ RTGS/ Internet Banking) to the bank account of Bihar Swasthya Suraksha Samiti (BSSS).
- The bank account details of BSSS for transfer of EMD mentioned in Clause 5 (above) are as:

| S.No | Particular | Details |
|------|----------------------|------------------------------------|
| 1 | Name of Bank Account | CEO Bihar Swasthya Suraksha Samiti |
| 2 | Account Number | 1967101015230 |
| 3 | IFSC Code | CNRB0001967 |
| 4 | Name of Bank | Canara Bank |
| 5 | Branch Address | Boring Road, Patna-800001 |

- The technical and financial bids must be submitted through e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) on or before the specified date and time as per **Clause 2** (Date of events and bid submission) aforesaid. The BSSS doesn't take any responsibility for the

delay/ Non-Submission of Tender/ Non-Reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic/ Holidays or any other reason."

8. The bidders shall submit their tender document in the online standard formats given in e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) at the respective stage(s) only.
9. The Technical Bid should include all the items as mentioned in **Annexure H**:
 - Proposal Covering letter as per **Annexure A**
 - Self-attested copy of the Certificate of Incorporation issued by the Registrar of Companies or appropriate authorities as applicable.
 - Self-attested copies of PAN card, GST, ESI & EPF registration certificate, along with income tax returns as mentioned in the tender document.
 - Self-attested copies of audited financial statements.
 - Self-attested copies of the Income Tax Returns (ITR) acknowledgement for three financial years (FY) i.e., 2018-19, 2019-20, 2020-21
 - Authorization Letter for signing of proposal in favor of signatory to tender documents as per **Annexure B**.
 - Affidavit from Notary / Executive magistrate about non-blacklisting of the agency/bidder as per **Annexure C**.
 - Copy of work order(s) and experience certificate(s) from the contracting agency(s) (Government/Semi-Government/Public Sector Units (PSU)). The certificate should clearly mention the nature of work.
 - Checklist as per **Annexure H**.
 - Particulars of bidding organization as per **Annexure D**.
 - Online payment receipt of EMD along with Bank details as per **Annexure H**.
 - Any other document, as mentioned in the eligibility criteria.
10. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>).
11. The Bidding documents shall be submitted in the mode as mentioned below:

| | |
|---------------------------------|--|
| (1) Earnest Money Deposit (EMD) | Online Mode <i>Note: EMD should not have been issued on a date later than the last date for submission of online bidding document i.e 06/09/2022</i> |
| (2) Technical Bid | Online (Cover-Technical Stage) |
| (3) Financial Bid | Online (Cover-Cost Bid Stage) |

12. The bids must be uploaded (e-mode/online) at the e-Procurement portal (<https://www.eproc.bihar.gov.in/BELTRON>).
13. All prospective tenderers may attend the Pre bid meeting. The venue, date and time are indicated in **Clause 2-Section 1 "Schedule of Events"**.
14. In the event of any of the above-mentioned dates being declared as a holiday/closed day for the Bihar Swasthya Suraksha Samiti (BSSS) the tenders will be received/opened on the next working day at the scheduled time.
15. BSSS reserves the right to accept or reject any or all tender or change the terms and condition of NIT or cancel the NIT without assigning any reasons at any stage and time.
16. For further enquiry and information, please contact the following officer, during office hours 10:00 AM to 6:00 PM- **Procurement Manager, BSSS, Mob.: 9264471413**.
17. All further notifications/Corrigendum/Addendum if any shall be posted on e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>). No separate communication shall be made to individual bidders.

Disclaimer: Please note, in the "Estimated value box" on the e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>), "Zero" has been mentioned, by Bihar Swasthya Suraksha Samiti (BSSS). The

actual value of the assignment depends on the L1 rate decided by this tender; therefore, it has been mentioned "Zero". However, the bidders will be required to do financial estimations on their own and quote the bids based on the terms and conditions mentioned in the tender document.

18. Authorized representatives of the bidders, who have submitted tenders on time may attend the tender opening provided they bring with them letters of authority from the bidders.
19. The "Technical Bid" shall be opened at the prescribed time and date as indicated in Notice Inviting Tender (NIT). These Bids shall be scrutinized and evaluated by the designated committee with reference to parameters prescribed in the tender.
20. The financial bid(s) of bidders whose technical bids are found technically responsive and comply with the bid documents, will only be considered for financial evaluation. The date of opening of financial bids shall be communicated to such bidders, whose technical bids are found technically responsive. The bidder's representative may be present at the time of opening of price bid at the pre-appointed time, date and venue.
21. Each page of document should be signed by the supplier himself/ themselves or his/ their authorized agent on his/ their behalf. In case the agent signs the document, the authority letter in his favor must be enclosed with the quotation as per **Annexure B**.
22. The price offered by the bidder/agency shall be valid for the entire contract/ extended period.
23. The rates quoted by the bidder/firm shall remain firm and will not be subject to escalation of any description during the execution of contract/Extended period. The rate/s offered by the bidder/agency shall be exclusive of Goods & services Taxes (GST) (Central & State). The rate/s offered by agency/bidder shall be inclusive of all manpower, fuel, SIC/ PF Employer & Employee Contribution, vehicle repair & maintenance, registration, insurance and state and national rate, taxes and duties and no other charges will be payable to bidder/agency by BSSS. There will be no change in the price in respect to change in the cost of fuel, labor, parts of vehicles including tyres etc., repair and maintenance, insurance, rate, taxes and duties etc. while the rate contract is under execution.
24. The bidder/agency shall provide the vehicles required by BSSS as per instructions.
25. The agency submitting its bid would be deemed to have considered and accepted all the terms and conditions. No enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the bids.
26. Notwithstanding, anything contained in **Clause-2 "Schedule of Events"** of the Notice Inviting Tender (NIT), the BSSS reserves the right to cancel/reject full or any part of the tender, without assigning any reason.
27. Any action on the part of the bidder to influence anybody of BSSS will make his bid liable for rejection.
28. BSSS may, in writing, make any revision or change in the order, including additions or deletions from the quantities mentioned in the tender document that shall be communicated by BSSS.
29. BSSS reserves further the right to cancel the rate contract in whole or any part thereof and shall benefit to revise the rate contract wholly or in part by a written notice to the selected agency bidder, if:
 - (a) The agency fails to comply with the terms of the order including specifications and other requirements.
 - (b) The agency fails to provide the vehicles on time.
30. Upon receipt of the said cancellation notice, the agency shall not provide any services connected with the rate agreed in contract.
31. The vehicles provided by the successful bidder shall be strictly in accordance with specifications stated, any alterations of those conditions shall not be made without consent of BSSS in writing. Any unauthorized deviation from the quality of the vehicles as well as scope of works under the contract shall not be permitted and if so, the concerned agency/bidder, shall be liable to be penalized accordingly.
32. The BSSS will place the orders for rate contracted vehicles based on the requirement of the Office.


Administrative Officer
Bihar Swasthya Suraksha Samiti