



REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL – 795 004
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)

T E N D E R

Imphal, the 15th May, 2017

No. 53(A)/VEH/2017-RIMS: Sealed tenders in the prescribed form are invited from genuine and capable vehicle owners for hiring the following numbers of good condition Car and Maruti Van for use of Regional Institute of Medical Sciences, Imphal against the following tender:

1	Tender No.	No. 53(A)/VEH/2017-RIMS
2	Cost of the tender document	Rs. 500/-
3	Item description	As given in the tender document
4	Sale of document	From 16-05-2017 to 17-05-2017
5	Last date of receipt of tender	20-05-2017 at 3:00 p.m.
6	Date & time of opening the tender & Vehicle inspection	24-05-2017 at 2:00 p.m.

Classification of vehicles:

1	Car (Honda City/ Honda Civic/ Hyundai Verna/ Hyundai Creta)	1 no.	(Driver and fuel to be provided by Vehicle Owner)
2	Maruti Van	1 no.	

A set of tender documents which is not transferable can be purchased by submission of a written application addressed to Director, RIMS, Imphal on payment of Rs. 500/- (Rupees five hundred) only through crossed demand draft of a national bank drawn in favour of Director, RIMS, Imphal payable at Imphal or by cash payment through the Cashier, RIMS, Imphal in the Administrative Block, RIMS, Imphal.

Each tender document is to be obtained by submitting individual demand draft or to be purchased individually. The tender along with necessary documents and fees etc should be delivered at the receipt and issue counter of the institute in the Administrative Block, RIMS, Imphal.

Incomplete tender shall be liable to rejection and earnest money shall be forfeited.

RIMS authority reserves the right to reject any or all the tenders or cancel/withdraw the invitation of tender without assigning any reasons whatsoever and in such cases no tender shall have any claim arising out of such actions. More than one contractor may be considered for award of the work. The competent authority does not bind itself to accept the lowest or any other tender.

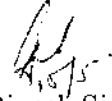
The tenderer or his/her authorized representative may attend on the stipulated date and time of opening the tender.



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The vehicles will be required to be brought in the premises of the RIMS, Imphal on the date of opening of the tender for inspection by the RIMS authority. The tenderers are also required to bring their vehicles in the premises of RIMS, Imphal and park them in front of Jubilee Hall, RIMS, Imphal on the date of opening of the tender i.e. on 24-05-2017 at 2:00 pm.


(R.K. Dinesh Singh)

Director

Regional Institute of Medical Sciences,
Imphal

Copy to:

1. The Cashier, RIMS, Imphal.
- ✓ 2. The System Administrator, RIMS, Imphal
–to upload the above tender in RIMS website
3. Notice Board.

TERMS AND CONDITIONS FOR CAR (HYUNDAI VERNA/HONDA CIVIC/ HONDA CITY/ HYUNDAI CRETA)

1. The tenderer should be the owner of good condition Car. A Photo copy of the valid RC book and valid insurance duly attested by gazetted officer should be submitted along with the completed tender form.
2. The Car must be one registered in the name of the tenderer.
3. Onwership document cannot be substituted by the documents like affidavit, Power of Attorney.
4. The vehicle must be a good condition one and to the satisfactory of the authority.
5. Fuel shall be provided by the owner of the Car.
6. Repairing and maintenance shall be at the cost of the vehicle owner/tenderer.
7. Driver shall be provided by the owner/tenderer.
8. Credentials, if any, should be supported by attested Photo copies.
9. The Car must be parked at the place identified by RIMS authority.
10. The owner/tenderer shall enter into a deed/agreement renewable for every 12 months.



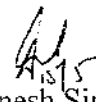
(R.K. Dinesh Singh)

Director

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TERMS AND CONDITIONS FOR MARUTI VAN

1. The tenderer should be the owner of good condition Maruti van. A Photo copy of the valid RC book and valid insurance duly attested by gazetted officer should be submitted along with the completed tender form.
2. The van must be one registered in the name of the tenderer.
3. Onwership document cannot be substituted by the documents like affidavit, Power of Attorney.
4. The vehicle must be a good condition one and to the satisfactory of the authority.
5. The van must have 4/7 seating capacity.
6. Fuel shall be provided by the owner of the van.
7. Repairing and maintenance shall be at the cost of the van owner/tenderer.
8. Driver shall be provided by the owner/tenderer.
9. Credentials, if any, should be supported by attested Photo copies.
10. The van must be parked at the place identified by RIMS authority.
11. The owner/tenderer shall enter into a deed/agreement renewable for every 12 months.


(R.K. Dinesh Singh)

Director
Regional Institute of Medical Sciences,
Imphal

SERVICE TO BE PROVIDED

1. Service	Provision of registered vehicle with licensed driver on hiring basis for running in Manipur state.
2. Period	The contract shall be valid for a period of 1 year from the issue of work order. However, contract may be extended for a further period upto 3 years if agreed by the contractor and RIMS, Imphal on the same rate, terms and conditions after ensuring competitiveness of the rates.
3. Duty Hours	8 hrs per day and all days of month except Sundays and holidays. However, actual hours to be deployed shall be specified by users of the vehicles.
4. Reporting Place	Actual place of reporting shall be specified by users of the vehicles.
5. Counting distance	From garage to garage but chargeable distance in this respect shall not be more than 5 kms in each way.
6. Accuracy of metres	The meter reading should tally the actual distance of run. At any instant an authorized officer shall have full power to check up the meter for its correctness and to take action accordingly.
7. Penalties	In case of breakdown or any eventuality of vehicles, it has to be replaced by another vehicle immediately. In case of unavailability of vehicles, a penalty of Rs. 200/- per day may be imposed in addition to deduction on pro-rata basis for the period. If the number of breakdowns exceeds 3 times a month, a penalty of Rs. 300 per breakdown shall be imposed.
8. Others	a) Payment of state/central Government tax or duty for plying the vehicle in Manipur state will be liability of the contractor. b) Parking and toll charge, if any, may be claimed by producing valid parking/toll slips.

NON-TRANSFERABLE TENDER

- a) Cash receipt/DD No. & Date :-
- b) Amount :-
- c) Bank in the case of D.D. :-

- 1. Sold to :-
(As recorded in the R.C. Book
or the name of the Association)
- 2. Address with contact No. :-

- 3. Date of Issue :-
- 4. Cost of Tender :-
- 5. Sale of Document :-
- 6. Last date of receipt of
completed Tender documents
- 7. Date to be opened on :-

UNDERTAKING

I, hereby tender for the execution for the Director, RIMS, Imphal on the items specified in the Written Memorandum at the rate specified therein in accordance in all respect with the specification and instructions in writing (like the terms and conditions etc. annexed herewith) with such materials as are provided for and such other conditions so far applications on the subject.

Signature:

Name in Block letter:

Place:

Date:

MEMORANDUM

- (a) General Description : For hiring
1 (one) Maruti Van vehicle for use of RIMS,
Imphal /
1(one) Car (Honda City/ Honda Civic/ Hyundai
Verna/Hyundai Creta)
- (b) Model of Maruti Van :
& Year of Manufacture
- (c) Model of Car :
& Year of Manufacture
- (d) Earnest money : Rs. 10,000/- (Rupees ten thousand)

Should this tender be accepted, I hereby agree to abide by and fulfill all the terms and provisions of the said conditions annexed hereto and all the terms and provisions contained in the Notice inviting tender so far applicable and/or in default thereof to forfeit and pay to the Director, RIMS, Imphal the sum of money mentioned in the said condition. A sum of Rs. 10,000/- (Rupees ten thousand) only is hereby enclosed in cash or Bank DD as earnest money. If I fail to start or give service within the stipulated time, I agree to the cancellation of the Order and forfeiture of the earnest money absolutely and shall have no right to make any further claim/objection in taking up any step which the RIMS authority think deem fit and proper.

Dated: Imphal the _____ day of _____ of 2017

Witness:-

Signature:-

Signature of the tenderer:-

Name in Block letter

Name in Block letter

Address

Address

Occupation

Occupation

ACCEPTANCE

The above tender which fulfills all the criteria is accepted by me on behalf of RIMS, Imphal.

Date Imphal the _____ day of _____ of 2017.

Signature:

Name in Block letter:

Designation:

SCHEDULE OF REQUIREMENTS AND HIRING CHARGES

Classification of Vehicles

Rate Quotation

Sl. No.	Type/Model of Vehicle	Manufacture year limit & Class	Composite quoted rate inclusive all charges and service tax & cess @ 2%	
			Upto 1500 km/month	Additional charge/km beyond
1.	Maruti Van (for RIMS, Imphal	2016 & later		
2.	Car (Honda City/ Honda Civic/ Hyundai Verna/ Hyundai Creta)	2016 & later		

(Signature of the tenderer)