



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

TENDER NOTICE

Imphal, the *28th Oct*, 2020

No. 53(A)/VEH/TEN/2018-RIMS: Sealed tenders in the prescribed form are invited from genuine and capable vehicle owner/firm/agency for hiring the following numbers of good condition Commercially Registered buses and light motor vehicles for use of Regional Institute of Medical Sciences, Imphal in **TWO BID FORMAT** (Separate envelopes for Technical Bid and Financial Bid). Bidders are requested to quote their best offer along with the complete details of specifications, terms & conditions. Quotation should be sealed and super-scribed "**Tender for hiring of vehicle for RIMS, Imphal**" with tender number and date, address of the bidder and the vehicle specification to:

**"The Administrative Officer
Regional Institute of Medical Sciences,
Imphal – 795004"**

Tender papers will be available from the Cashier, A-Block, RIMS, Lamphelpat, Imphal on payment of Rs. 500/- or may be downloaded from the Institute website i.e. www.rims.edu.in. Those submitting bids with the downloaded forms will be required to enclose Rs. 500/- (Rupees five hundred) only in the form of Demand Draft of a nationalized Bank drawn in favour of Director, RIMS, Imphal along with the Technical bid & Financial Bid.

The sealed quotations should reach the Institute, latest by 4 pm of 11/11/2020 and it will be opened at 2 pm of 12/11/2020 in the Office of the Director, RIMS, Imphal in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.

1	Tender No.	No. 53(A)/VEH/TEN/2018-RIMS
2	Cost of the tender document	Rs. 500/-
3	Item description	As given in the tender document
4	Sale of document	Upto 11/11/2020 at 3.30 pm
5	Last date of receipt of tender	11/11/2020 at 4:00 p.m.
6	Date & time of opening the tender (Technical bid)	12/11/2020 at 2:00 p.m.

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Classification of vehicles:

	Type of vehicle	Quantity Required	Manufacturing year limit
1	Bus with seat capacity of 40 to 50	3 (three)	2013 or later
2	Maruti Van	3 (three)	2015 or later
3	Sedan Car (Honda City/ Honda Civic/ Maruti Suzuki Ciaz/ Hyundai Accent/ Hyundai Elentra) 1400 cc and above	1 (one)	2018 or later
4	Car (Maruti Suzuki Dzire/Honda Amaze)	3 (three)	2018 or later
5	Scorpio/Bolero/Honda BR-V / Maruti XL6 Smart Hybrid	3 (three)	2018 or later
6	Maruti Gypsy	1 (one)	2015 or later

Driver and fuel for all the vehicles are to be provided by the vehicle owner.

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 nationalized 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.

The vehicles will be required to be brought in the premises of the RIMS, Imphal on the date of opening of the technical bid for inspection by the RIMS authority. Tenders are to be submitted as per two bid system i.e.- **Technical Bid and Financial Bid**. All documents/papers should be numbered, signed and sealed by the Tenderer on each page.

a) Technical Bid should contain all the documents required and EMD as specified in relevant paras. Technical Bid should also contain Annexure - I Form which contains the Non-Transferable Tender, Undertaking Memorandum & Acceptance.

b) Financial Bid should only contain the Price Schedule duly filled as per format given in **Annexure - II**. No overwriting, corrections, interlineations etc. are permitted in the Financial Bid. If these are found, bid shall liable to be rejected.

c) The rates should be quoted for the services to be provided as per instructions given in the tender document and should be quoted with GST rates as applicable.



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d) Both the bids (**Technical and Financial**) separately sealed in envelopes super-scribing as “**TECHNICAL BID**” and “**FINANCIAL BID**”, respectively. Both the sealed envelopes should be put in a third sealed envelope and should be super scribed as “**Tender for hiring of vehicle for RIMS, Imphal**” and mention the tender number and date, type of vehicle and address of the bidder on the envelope.

(A. Shanti Devi)
Administrative Officer,
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.