



Govt. of West Bengal

Office of the Superintendent, Raghunathpur Subsidiary Correctional Home
Village-Gobindapur, Post Office-Rakshatpur, District-Purulia, PIN-723133

Tele-phone No : 03251255251

NOTICE INVITING QUOTATIONS

NIQ No. 04/Raghunathpur/QT/24-25

Date. 29/01/2025

In terms of Directorate of Correctional Services, West Bengal Memo No.197/18022/2/2022 Dated.15.01.2025, sealed quotations are invited by the undersigned on behalf of the Governor of West Bengal from bonafide persons/agencies for round the clock service of a Non-AC ambulance on monthly rental basis for Raghunathpur Subsidiary Correctional Home at Villgae-Gobindapur, Post Office-Rakshatpur, District-Purulia, State-West Bengal, PIN-723133 for the period of one year from the date of signing of contract.

1. Important Dates :

1	Quotation Submission Starts	01.02.2025 from 1100 Hrs
2	Quotation Submission Ends	17.02.2025 upto 1800Hrs
3	Opening of Quotations	19.02.2025 1100 Hrs onwards

INSTRUCTIONS TO BIDDERS

1. The vehicle should be a company fitted Non-AC Ambulance.
2. Intending bidders must submit filled in Annexure-I & Annexure-II (enclosed herewith) along with self attested photocopies of specified documents.
3. Only one rate for providing round the clock service of a non-ac ambulance on monthly rental basis is to be quoted.
4. Rate shall be valid throughout the period to be covered by the contract to be executed with successful bidder(s) along with any extensions as may be made by the competent authority from time to time.
5. If the date of bid opening is declared to be a holiday, the bids will be opened at the same time on the next working day.
6. Complete postal address, telephone No, Fax/E-mail address etc. should be provided while submitting the quotation form.
7. The ambulance to be deployed on monthly rental basis should have valid registration, insurance coverage, Motor Vehicle Tax Receipt, Fitness Certificate, Pollution under Control Certificate and necessary Permit from competent authorities. Self-attested photocopies of the aforesaid documents are to be submitted with the quotation form
8. Driver engaged to drive the ambulance must be in possession of a valid driving license and should be below the age of 50 Years. A self-attested photocopy of the driving license is to be submitted with the quotation form.
9. The bidder must have PAN / TAN. A self-attested photocopy of the PAN/TAN card is to be submitted with the quotation form.
10. The bidders while submitting their quotation form shall enclose self-attested photocopies of documents specified.
11. Quotation form incomplete in any respect & not supported with the requisite documents will summarily be rejected.
12. The bidder must not have been blacklisted by any Govt. concern in the country.
13. The quotation committee reserves the right to reject any or all quotations at any time before or after opening of the bids without assigning any reason thereof.
14. The quotation committee reserves the right to verify the original registration, insurance coverage, Motor Vehicle Tax Receipt, Fitness Certificate, Pollution under Control Certificate, necessary Permit, driving license of driver etc. in connection with the ambulance van.
15. In case more than one party quoting the same rates, preference shall be given to the individual/agency having latest model vehicle. The decision of the quotation committee shall be final & binding on all the concerned parties.
16. The successful bidder would be required to execute a contract agreement with the Superintendent, Raghunathpur Subsidiary Correctional Home on a Non-Judicial stamp paper of Rs.50/-(Rupees Fifty) Only.

17. The successful bidder would be required to deposit performance security of Rs.500/- (Rs. Five Hundred) only in the form of N.S.Cs/K.V.Ps/Banker's Cheque/Bank Demand Draft in favour of "**Superintendent, Raghunathpur Sub-Correctional Home**" payable at Raghunathpur, District-Purulia.

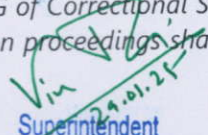
18. The terms and conditions & instructions to bidders contained herein shall form part and parcel of the contract agreement and shall be taken as if they were included in the contract agreement to be entered into by the successful bidder.

SPECIAL TERMS AND CONDITIONS OF CONTRACT

1. The successful bidder shall provide round the clock service of a non-ac ambulance on monthly rental basis.
2. The offered vehicles should be a company fitted non-ac ambulance.
3. The contract for service of one Non-AC Ambulance on the basis of this quotation shall be for a period of one year from the date of signing of contract and may be further extended subject to services rendered found to be satisfactory on review from time to time.
4. The firm/agency will get the vehicle registered as an ambulance by the appropriate authority and it should have all the equipments/ items supposed to be available in a standard Non-AC ambulance.
5. The vehicle offered should be free from litigation.
6. Driver engaged to drive the Ambulance must be in possession of a valid driving license and should be below the age of 50 Years.
7. The Driver should not have any past history of criminal records, alcoholism or drug addiction. At no time he should be under the influence of intoxication while on duty.
8. The Driver should be under Insurance cover of Accident Policy for loss of life, injury etc. & Compensation, if any, in this regard, if awarded, will be responsibility of the Bidder.
9. The ambulance van along with its driver will have to be stationed at Raghunathpur Subsidiary Correctional Home round the clock without break. Accordingly, the bidder/Firm/Agency would arrange for replacement of vehicle in case of normal wear and tear/temporary out of service.
10. The bidder as well as the Driver of the ambulance van to be deployed must always be carrying activated mobile phone so as to facilitate easy/instant contact with them.
11. The bidder would manage shifting of drivers in such a manner that the round the clock service should not be interrupted. The bidder has to furnish the list of drivers for shift duty immediately after award of contract.
12. The rate of hire charges quoted should be inclusive of wages of the driver, cost of maintenance of the Ambulance Van along with its amenities. Fuel and mobil oil will be supplied by this office as per scale mentioned in G.O.No. No. 3564-WT/3M-81/98 Date: 24.11.2008 of Transport Department, Govt. of West Bengal. The rate of hire charge must not be higher than the rates mentioned in G.O.No. No. 3564-WT/3M-81/98 Date: 24.11.2008 of Transport Department, Govt. of West Bengal.
13. Payment of wages & statutory obligations such as Minimum Wages etc. are to be observed by the bidder. Statutory Liability viz. ESI/EPF etc. would be solely borne by the bidder & no extra payment would be made on this accounts.
14. Any expenditure towards wear & tear, repairing would be borne by the bidder.
15. The Ambulance deployed on monthly rental basis will be utilized to transport patients, medicines, medical instruments/equipments and other materials and manpower etc. directly or indirectly connected with providing treatment to patients or as would be decided by the Superintendent or Authorized official of this Correctional Home.
16. The Ambulance should bear the name of the Correctional Home in a prominent place during period of contract for which no extra charges will be paid.
17. The Superintendent, Raghunathpur Subsidiary Correctional Home would not be liable for any damage/loss caused to the/by the Ambulance Van or its driver either due to accident or otherwise during deployment of the Ambulance.
18. The successful bidder / service provider will be liable for any damages/loss caused by him/driver of the Non-AC Ambulance Van including loss of life of any of Correctional Home Staff/patient/any other person occurring for the fault of him / driver of the ambulance.
19. Log book regarding movement of Ambulance would be maintained by the driver. All entries regarding movement of Ambulance will be made in the log book simultaneously with due authentication by the Driver and authorized official of this Correctional Home under their dated signatures against the entries regarding the movement. The driver of the ambulance and authorized on duty official of this Correctional Home at the relevant time must ensure that entries in the log books have been made

correctly. Any entry regarding movement of Ambulance without authentication as above would not be considered for payment of hire charges.

20. Payment of the hire charges of the Non-AC Ambulance Van would be made to the supplier on Monthly basis through ECS. Necessary tax will be deducted as per rules from the monthly bills. No payment will be made if service is found unsatisfactory.
21. In case of breakdown of ambulance van or unavailability of the ambulance service, the loss suffered or expenditure incurred by the Correctional Home will be recovered from the Bidder/service provider.
22. Violation of any terms and conditions by the successful bidder/driver of the ambulance van will lead to termination of the contract agreement and will render the Earnest Money / Performance Security deposited forfeited to the extent as would be decided by the ADG & IG of Correctional Services, West Bengal.
23. In case of any dispute or difference of any kind whatsoever (the decision whereof is not herein otherwise provided for) shall arise between the CONTRACTOR AND THE SUPERINTENDENT, RAGHUNATHPUR SUBSIDIARY CORRECTIONAL HOME upon or in relation to or in connection with or arising out of this quotation, it shall be referred to for arbitration by the ADG & IG of Correctional Services, West Bengal, who shall give written award of his decision to the parties. The decision of the ADG & IG of Correctional Services, West Bengal shall be final and binding on both the parties. The venue of the arbitration proceedings shall be at the Directorate of Correctional Services, West Bengal.

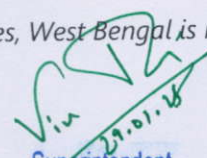

Superintendent
Raghunathpur Sub-Correctional Home
Purulia
29/01/25

Memo No. 64 /1(7)/FB

Date: 29.01.2025

Copy forwarded for favour of kind information and wide display through Notice Board of his esteemed office: -

- 1)The ADG & IG of Correctional Services, West Bengal, Jessop Building, Kolkata.
- 2)The District Magistrate, Purulia.
- 3)The Sub-Divisional Officer, Raghunathpur, Dist- Purulia.
- 4)The Block Development Officer, Raghunathpur-I Community Development Block, Purulia.
- 5)The Chairman, Raghunathpur Municipality, Purulia.
- 6)The Pradhan, Babugram Gram Panchayet, Purulia.
- 7)The Officer-in-Charge, I.T.Cell, Directorate of Correctional Services, West Bengal is requested to publish the notice in the official website : wbcorrectionalservices.gov.in


Superintendent
Raghunathpur Sub-Correctional Home
Purulia
29/01/25

QUOTATION FORM FOR ROUND THE CLOCK SERVICE OF ONE NON-AC AMBULANCE ON MONTHLY RENTAL BASIS
AT RAGHUNATHPUR SUBSIDIARY CORRECTIONAL HOME, VILLAGE-GOBINDAPUR, P.O.-RAKSHATPUR, DIST.-PURULIA, PIN-723133

1. Name/Address/Ph.No/E-Mail ID:

Of the individual/agency:

2. Name of Bank/Branch/Account No.:

Of the firm/agency/individual with MICR/

IFSC Code (Cancelled Cheque or Self attested copy of bank passbook to be enclosed)

3. PAN/TAN No. (A self attested copy of the PAN/TAN to be enclosed)

4. Details of the vehicle.

(i) Date of Purchase (Purchase from Manufacturer):

(ii) Age of the vehicle as on 01.01.2023:

(iii) Type/Make of vehicle.:

(iv) Fuel Used (Diesel/Petrol/CNG etc):

(v) Registration No. (A self attested copy of certificate to be enclosed):

(vi) Insurance Policy Number of the offered vehicle (A self attested copy of the insurance certificate of the vehicle to be enclosed):

(vii) Whether has Pollution Under Control Certificate issued from the Competent Authority (A self attested copy of the PUC certificate to be enclosed)

(viii) Whether has necessary permit (A self attested copy of the permit is to be enclosed):

(ix) Valid Driving License Number of the Driver (A self attested copy of the License is to be enclosed)

(x) Whether paid up to date Motor Vehicles Tax (A self attested copy of the Motor Vehicle Tax Receipt is to be enclosed)

(xi) Whether has Fitness Certificate of the Vehicle issued from the Competent Authority (A copy of the certificate is to be enclosed):

5. Any other Information which you Would like to furnish:

It is certified that the particulars given above are true to the best of my/our knowledge/belief and I/We have read the terms and condition of the quotation for round the clock service of one Non-AC Ambulance on monthly rental basis and have also understood the same and do hereby undertake to abide by the same without any reservation on any ground whatsoever. In case of any breach of the said conditions I/we shall be responsible for consequences of the same.

Name & Signature of the Authorised Signatory
Of the Agency/Individual

RATE SCHEDULE (to be utilized by the bidders for quoting their rates)
FOR ROUND THE CLOCK SERVICE OF ONE NON-AC AMBULANCE ON MONTHLY RENTAL BASIS
AT RAGHUNATHPUR SUBSIDIARY CORRECTIONAL HOME, VILLAGE-GOBINDAPUR,
P.O.-RAKSHATPUR, DIST.-PURULIA, PIN-723133

1. Monthly Rate for providing round the clock service of one non-ac ambulance :

*Name & Signature of the Authorised Signatory
of the Agency/Individual*