

**DISTRICT HEALTH & FAMILY WELFARE SAMITI,  
NORTH 24 PARGANAS, P.O. BARASAT , DISTRICT – NORTH 24 PARGANAS**

NIT No. DH & FHS/MATRI YAN/215-2011/361, Dated: 01.06.2011

**NOTICE INVITING TENDER**

Sealed tenders of rates are invited, in the proforma given in **Annexure - I**, from the interested owners for hiring of ambulances and vehicles (where ambulance is not available) for 24 hours on all days in a month, for use by the selected hospitals/primary health care facilities, listed in **Annexure - I**, exclusively for carrying pregnant women and / or sick new-born babies. **Tenders must be submitted by 5:00 pm on 17.06.2011 through Speed Post only at the Office of the Secretary, District Health & Family Welfare Samiti, and Chief Medical Officer of Health, North 24 Parganas, P.O. Barasat, Pin 700124 and will be opened on the same day at 5:00 pm**

**General Terms and Conditions:**

1. The ambulances/vehicles for carrying patients, now being run in Public-Private-Partnership mode, and those purchased from MPLAD or BEUP or any other Central or State Government fund, the mode of operation notwithstanding, will not be considered for hiring.
2. The ambulances and/or vehicles, for which rates are to be tendered, must be of the same specifications as given in **Annexure -III**.
3. Separate tender applications should be furnished for engaging more than one ambulance / vehicle for the same hospital (where required) or for different hospitals / health care facilities.
4. The tendered rate of hiring should not exceed the ceiling rate given in **Annexure - III** for a particular category of vehicle [as per the rates prescribed by Notification No. 3564-WT/3M-81/98 dated 24.11.2008 of the Transport Department, Government of West Bengal].
5. **PREFERENTIAL SELECTION PROCESS:** For every hospital / health care facility, preference in selection will be given to **ambulance(s)**. If rates are tendered for more ambulances than the number required for a particular hospital / facility, then the ambulance(s) of the latest category of Mass Emission Standard (as given in Annexure - III) will be selected. If rates are tendered for more than one ambulance or vehicle of the same category of Mass Emission Standard for selection for the same hospital/health care facility, then the ambulance, or vehicle (when there is no ambulance in the contest), for which the lowest total rate of hiring is tendered, will be selected.
6. The rate tendered should be inclusive of all operational costs including wages of driver, maintenance and repair and incidental expenses, and exclusive of cost of fuel, for which payment will be made at the rate specified in **Annexure - III**.
7. Tender of rate for an ambulance for the use by a particular hospital / health care facility, as listed in **Annexure - II**, may be considered by the undersigned for another hospital / health care facility, subject to the conditions that (a) the rate for the particular ambulance could not be selected, for any reason whatsoever, for the hospital / health care facility for which the rate was tendered, (b) no rate for any other ambulance of the same or newer category (in terms of Annexure - III) has been furnished for the same hospital/healthcare facility for which the rate/ambulance is to be considered, and (c) the tenderer is willing to get ambulance selected for the hospital/health care facility other than the one for which the rate was originally tendered.
8. **Undertaking:** The selected tenderer will have to sign and furnish an 'undertaking' to the undersigned in the proforma given in **Annexure - IV**.
9. **Processing Fee:** Each tender should be accompanied by a **non-refundable** processing fee of ₹ 500/- (Rupees five hundred only) demand draft/banker's cheque, drawn in favour of District Health & Family Welfare Samiti, North 24 Parganas district.


10. **Earnest money:** Each tender must be accompanied by an earnest money deposit of Rs. 5000/- (not bearing any interest) in the form of pay order / demand draft in favour of District Health & Family Welfare Samiti, North 24 Parganas district, valid for at least three months from the date of opening of the tenders. The earnest money deposit of the selected tenderers will be converted into a part of the security deposit. In case of others, it will be refunded.
11. **Security Deposit:** The owner of the selected ambulance / vehicle shall have to furnish a security deposit equal to the monthly hiring charge of one month which may be forfeited in case of termination of hiring for failure to comply with any of the terms and conditions, mentioned herein.
12. **Supporting Documents:** Each tender in the given proforma (Annexure – I) should be accompanied by the following documents, duly signed by the tenderer:
  - (a) Photocopy of the registration certificate (bluebook) with valid fitness certificate.
  - (b) Photocopy of the Driving License of the Driver/s
  - (c) Photocopy of the up-to-date commercial Road Tax Clearance
  - (d) Photocopy of the up-to-date certificate of Pollution Control
  - (e) Photocopy of the up-to-date Insurance Certificate
  - (f) Photocopy of Receipt of Income Tax Return for the financial year 2009-10 (Assessment Year 2010-2011).
  - (g) Photocopy of PAN Card
  - (h) A cancelled cheque of the bank account of the tenderer for A/c Number, MICR No. and IFSC Code.
  - (i) A copy of the terms and conditions of the tender as an evidence of acceptance of such terms and conditions.
13. The owner of the selected ambulance/ vehicle shall have to furnish all the original of the aforesaid document to the head of the hospital / health care facility for which it is selected, for verification.

**Special Terms and Conditions:**

**The owner of the selected ambulance / vehicle shall —**

1. keep the vehicle stationed within the campus of the hospital / health care facility, for which it will be selected, and at the disposal of the head of the institution, throughout the 24 hours on everyday for the entire period it will be engaged, so as to attend any emergency duty at any time, for carrying, **free of cost**, any pregnant women for delivery or sick new born baby (up to 28 days of birth) from residence or nearest motorable point, to any pre-fixed health care facility and / or to any other health care facility of higher grade, or for returning a new mother or sick newborn baby to residence, as may be directed by either the head of the hospital/ health care facility, or by the District Control Unit (DCU) over mobile phone / telephone;
2. ensure that a driver, holding valid driving licence, is stationed within the campus, being readily available at the beck and call of the authority, at any hour on every day, rendering emergency transportation services as aforesaid. The owner may engage more than one driver in shifts without any claim for additional charges;
3. ensure that the driver collects and retains, without fail, a specially designed voucher to be obtained from the relatives/companions of the beneficiaries for such free transport service, and signed by the head of the destination hospital/health care facility, for each and every category of trips viz. (a) pick up from residence and carrying to the stipulated hospital / health care facility, mentioned in the voucher, (b) return to residence from the hospital / health facility after discharge and (c) from stipulated hospital / health care facility to higher grade health facility, if referred by the authority of the stipulated hospital / health care facility;

4. ensure that the driver of the ambulance/vehicle does not collect any money or any gratification in any form from the relatives of the pregnant women or sick new born babies, for rendering such transportation;
5. ensure that the driver of the ambulance/vehicle maintains log-sheet for all of the aforesaid transportation in prescribed format which will be verified by the authority of the health facility (Superintendent/BMOH/MOIC) on a regular basis;
6. display the name "MATRI YAAN" and telephone numbers of the District Control Unit (DCU) and the name of the hospital / health care facility (where the ambulance/vehicle is to be stationed) on both sides of the body of the ambulance/vehicle in bold letters at his own cost as per the instructions of the authority;
7. submit monthly bill in prescribed format for hiring charges of the vehicle as well as cost of fuel as per the rate mentioned in Para 1 along with the duly signed, properly filled-in, original log-sheet and attested photocopies thereof. The owner of the Ambulance will also submit the duly signed utilised vouchers for every transportation conducted, collected by the drivers from the beneficiaries, in support of the claims, along with the monthly bill;
8. not withdraw the vehicle for any hour on any day during the period, for which the vehicle will be hired, for any reason whatsoever. If the vehicle is withdrawn temporarily for a short period for maintenance or repair or any other reason, he/she should give the prior notice to the authority and place another vehicle for such period of temporary absence;
9. keep the vehicle always in well-maintained condition;
10. regularly check the presence of the driver to perform a duty in readiness at any time and will ensure that the driver always remains alert and responds to instructions to perform duty without any delay for any reason whatsoever;
11. shall arrange a substitute driver with valid driving license, ready to perform duty, in the similar manner as aforesaid, during temporary absence of the regular driver.
12. ensure that all legal formalities for running a vehicle given on hire, like renewal of registration, fitness testing, payment of due taxes, etc. as prescribed under the West Bengal Motor Vehicles Act, and other relevant Acts and rules, including the directions of the WB Pollution Control Board, are duly observed and discharged from time to time, without fail.
13. accept termination of the hiring of the aforesaid vehicle without any notice, and also forfeiture of the security deposit, in case of failure to perform any duty or failure to abide by the terms and conditions of this tender, mentioned above, and /or in case of any complaint against the driver of the ambulance/vehicle, on the ground of unbecoming behaviour, negligence to duty and/or indecent attitude, and/or claiming cash/kinds etc.

  
**Chief Medical Officer of Health, &  
Secretary, Health & Family Welfare Samiti  
North 24 Parganas**

**FORMAT FOR TENDERING RATE OF HIRING CHARGES OF AMBULANCE / VEHICLE**

To  
The Secretary  
District Health & Family Welfare Samiti

Sub: Tender of rate for hiring of ambulance / vehicle (MATRI YAAN)

1. Ambulance/Vehicle Registration No and date: \_\_\_\_\_
2. Chassis No. of the Ambulance / Vehicle \_\_\_\_\_
3. Engine No. of the Ambulance Vehicle \_\_\_\_\_
4. Category of Vehicle (in terms of Mass Emission Standard as given in Annexure - III): \_\_\_\_\_
5. Brand and Model, Year of Manufacture : \_\_\_\_\_
6. Name of hospital or health care facility where the ambulance may be posted \_\_\_\_\_
7. Documents enclosed :
8. Rate of hiring charges per day tendered:
  - (a) For first 10 hours per day Rs. \_\_\_\_\_ (in words) \_\_\_\_\_
  - (b) For every hour after first 10 hours a day: Rs. \_\_\_\_\_ (in words) \_\_\_\_\_

I / We accept and commit to abide by the aforesaid terms and conditions, if my/our ambulance / vehicle (Registration No. \_\_\_\_\_ ) selected as "MAATRI YAAN" for rendering transportation service to pregnant women and sick new born babies.

Signature(s) of Owner (s) \_\_\_\_\_

Name(s) of Owners (s) \_\_\_\_\_

Address(s) of Owner(s) \_\_\_\_\_

**HOSPITALS/HEALTH CARE FACILITIES AND REQUIREMENT OF  
AMBULANCES/VEHICLES  
North 24 Parganas district**


Sl. No.	Name of delivery hub	No. of ambulance required
1.	Dist. Hospital	2
2.	Basirhat S.D.Hosp.	2
3.	Bongaon S.D.Hosp.	2
4.	Barrackpur S.D.Hosp.	2
5.	Salt Lake SD Hospital	2
6.	Habra S.G.Hosp.	1
7.	Ashokenagar S.G.Hosp	1
8.	Sagore Dutta S.G.Hosp	1
9.	Panihati S.G.Hosp.	1
10.	Baranagar S.G.Hosp.	1
11.	Bhatpara S.G.Hosp.	1
12.	Naihati S.G.Hosp	1
13.	Sree Balaram Seva Mandir SG. Hosp.	1
14.	Amdanga BPHC	1
15.	Chhotojagulia BPHC	1
16.	Madhyamgram RH	1
17.	Biswanathpur BPHC	1
18.	Sabdapur BPHC	1
19.	Rekjoani BPHC	1
20.	Chandpara BPHC	1
21.	Bagdah RH	1
22.	Bandipur BPHC	1
23.	Shibhati BPHC	1
24.	Dhanyakuria BPHC	1
25.	Baduria RH	1
26.	Horoa BPHC	1
27.	Minakhan RH	1
28.	Taki RH	1
29.	Sandelerbil BPHC	1
30.	Ghoshpur BPHC	1
31.	Sandeshkhali RH	1
32.	Sarapole RH	1
33.	Jogeshganj PHC	1
34.	Nazat PHC	1
35.	Nimichi PHC	1

Chief Medical Officer of Health, &  
Secretary, Health & Family Welfare Samiti  
North 24 Parganas

## ANNEXURE - III

## Specifications and maximum rate for hiring of Ambulances /Vehicles

Sl. No.	Category by Mass Emission Standard	Category of Ambulance	Maximum Admissible Rate of Hiring Per Day	Remarks
1.	Bharat Stage -II/ BS-III purchased on or after 01.05.2005 with Diesel/LPG/CNG Engine	Motor Cab and Maruti Omni (Standard) (Non-air conditioned )	Rs. 465.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per day beyond 10 hours a day	Fuel allowed for monthly hiring is : 1. 1 litre for 12 Km in case of Motor Cab and Maruti Omni. 2. 1 litre for 10 Km in case of Maxi-Cab other than Maruti Omni. 3. Mobil Oil @ 5 liters per 2500 Km run for all categories of vehicle.
		Maxi Cab (Non air conditioned )	Rs. 490.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per day beyond 10 hours a day.	
2.	Bharat Stage-III purchased on or after 01.05.2008 with diesel / LPG/ CNG Engine	Motor Cab and Maruti Omni (Standard) (Non-air conditioned )	Rs. 475.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per hour beyond 10 hours in a day.	Fuel allowed for monthly hiring is: (a) 1 litre for 12 Km in case of Motor Cab and Maruti Omni. (b) 1 litre for 10 Km in case of Maxi-Cab other than Maruti Omni. (c) Mobil Oil @ 5 liters per 2500 Km run for all categories of vehicle.
		Maxi Cab (Non air conditioned )	Rs. 490.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per hour beyond 10 hours in a day.	
3.	Other Vehicles (not included under Sl. No. 1 & 2) with Diesel/L.P.G/CNG Engine	Motor Cab and Maruti Omni (Standard) (Non-air conditioned )	Rs. 445.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per hour beyond 10 hours in a day.	Fuel allowed for monthly hiring is: (a) 1 litre for 12 Km in case of Motor Cab and Maruti Omni. (b) 1 litre for 10 Km in case of Maxi-Cab other than Maruti Omni. (c) Mobil Oil @ 5 liters per 2500 Km run for all categories of vehicle
		Maxi Cab (Non air conditioned )	Rs. 460.00 per day rate for 10 hours a day and additional charge @ Rs. 20.00 per hour beyond 10 hours in a day.	

  
 Chief Medical Officer of Health, &  
 Secretary, Health & Family Welfare Samiti  
 North 24 Parganas

NON-JUDICIAL STAMP OF RS. 50/-

**NISHCHAY YAAN PRAKALPA**  
**UNDERTAKING OF THE OWNER(S) OF VEHICLE**  
**HIRED FOR FREE TRANSPORTATION OF**  
**PREGNANT WOMEN AND NEWBORN (UP TO 28 DAYS)**

I/ We, the undersigned, being the owner(s) of vehicle no. \_\_\_\_\_ (registration no.) of \_\_\_\_\_ (brand) \_\_\_\_\_ (model & year of manufacture), do hereby undertake that —

- 1 I / We will lend the service of the aforesaid vehicle to the District Health and Family Welfare Samiti of \_\_\_\_\_ district, located at \_\_\_\_\_ (address of the delivery hub) for 24 hours a day for a period of \_\_\_\_\_ (months/years) w. e. f. \_\_\_\_\_ (date) on a hiring charge @ Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only per month, inclusive of all expenses towards maintenance of the vehicle, spare parts, repairing, remuneration of the driver(s), cleaning etc. plus cost of fuel consumption @ 1 litre per \_\_\_\_\_ kilometre of journey and cost of lubricant @ 5 litre per 2500 km of journey, for use at any hour on any day within the aforesaid period of hiring, for carrying pregnant women/ sick neonates requiring emergency health care service.
- 2 I/ We will keep the vehicle stationed at the disposal of the aforesaid authority within the campus of the \_\_\_\_\_ (health care facility) throughout the day and night for the period mentioned above without break to attend any transportation duty at any time.
3. I/We will ensure that a driver, holding valid driving licence, is stationed within the campus, being readily available at the beck and call of the authority, at any hours of the day / night on every day, rendering transportation services to any pregnant women for delivery transportation or sick neonates (new born baby within 28 days of birth) from residence to any pre-fixed (as specified in voucher) health care facility and / or to any other health care facility of higher grade, and to return to residence, as may be directed by the concerned authority.
- 4 I/We will ensure that the driver of the ambulance/vehicle will not charge any gratification in any form from the relatives of the pregnant women or new born babies, to be transported for emergency health care service.
5. I/We will ensure that the driver of the vehicle collects, without fail, a specially designed voucher from the relatives/companions of the beneficiaries for this free transport service, for each and every category of

trips viz. (a) pick up from residence and carrying to the stipulated health care facility, mentioned in the voucher (b) return to residence from the health facility after discharge and (c) from stipulated health care facility to higher grade health facility, if required.

6. I /We will ensure that the driver of the ambulance/vehicle maintains log-sheet for all of the aforesaid transportation in prescribed format which will be verified by the authority of the health facility (Superintendent/BMOH/MOIC) on a regular basis.
7. I/We will submit monthly bill in prescribed format for hiring charges of the vehicle as well as cost of P.O.L. as per the rate mentioned in Para 1 along with the duly signed, properly filled-in, original log-sheet and attested photocopies thereof. I/we will also submit the duly signed utilised vouchers for every transportation conducted, collected by the drivers from the beneficiaries, in support of the claims, along with the monthly bill.
8. I/We will not withdraw the vehicle for any hour on any day during the period, for which the vehicle will be hired, for any reason whatsoever. If the vehicle is withdrawn temporarily for a short period for maintenance or repair, I/we will give prior notice to the authority hiring the vehicle and place another vehicle of the same category and quality for such period of temporary absence.
9. I/We will keep the vehicle always in well-maintained condition.
10. I/We will regularly check the presence of the driver to perform a duty in readiness at any time and will ensure that the driver always remains alert and responds to instructions to perform duty without any delay for any reason whatsoever.
11. In case of temporary absence of the driver, for any reason whatsoever, I/we will arrange a substitute driver with valid driving licence, ready to perform duty, in the similar manner as aforesaid, during such temporary absence of the regular driver.
12. I/We will ensure that all legal formalities for running a vehicle given on hire, like renewal of registration, fitness testing, payment of due taxes, etc. as prescribed under the West Bengal Motor Vehicles Act and other relevant Acts and rules, including the directions of the WB Pollution Control Board, are duly observed and discharged by me /us in due time without fail.
13. I/ We will accept termination of the hiring of the aforesaid vehicle without any notice, and also forfeiture of the claim of hiring charges for a period up to one month, as may be decided by the aforesaid authority, if I/we fail to abide by the terms and conditions, mentioned above, and /or if any complaint against me/us/ against the driver of the vehicle, on the ground of unbecoming behaviour, negligence in duty and/or indecent attitude, and/or claiming cash/kinds etc., is proved.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ month, 2011, after fully understanding the foregoing statements.

**WITNESS**

\_\_\_\_\_  
(Signature)  
  
\_\_\_\_\_  
(Name)  
  
\_\_\_\_\_  
(Address)

Owner's Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Father/Husband: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Owner's Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Father/Husband: \_\_\_\_\_  
Address: \_\_\_\_\_