



- : GOVERNMENT OF ASSAM : -
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN - 783325
eMail : dhubrimch@gmail.com

No. DMCH/AC/Parking Stand/2024/00049

Dated: 09/01/2024

TENDER NOTICE FOR CONTRACT OF PARKING STAND AT DHUBRI MEDICAL COLLEGE & HOSPITAL

Sealed tenders affixing court fee of Rs.8.25(Rupees Eight and Paisa Twenty Five) under two bids system are invited by the Principal cum Chief Superintendent of Dhubri Medical College & Hospital (DMC&H), Dhubri for CONTRACT OF PARKING STAND AT DHUBRI MEDICAL COLLEGE & HOSPITAL.

The Technical and Financial Bid duly signed should be addressed to Principal cum Chief Superintendent, DMC&H, Dhubri, R.K. Mission Road, Jhagarpar, Dhubri, and Pin: 783325 to reach on or before 12:00 Noon on 24/01/2024. Interested bidders or their authorized representatives shall remain present at the time of opening of bids (both technical and financial) to witness the proceedings to be conducted therein. The technical & financial bid shall be opened at 24/01/2024 at 1:00 PM in the conference hall of the Administrative Building, Dhubri Medical College & Hospital. The financial bid of those bidders only shall be opened who qualifies the technical bid.

The Tender document may be downloaded from the website: www.dhubrimedicalcollege.in

Sd/-

*Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)*

Copy for information and necessary action :-

- 1. The Director of Medical Education, Sixmile, Khanapara, Ghy-22*
- 2. The ADC(H), Dhubri.*
- 3. The Treasury Officer, Dhubri*
- 4. The DIPRO, Dhubri with a request to publish the same in newspapers i.e. The Assam Tribune, The Sentinel, etc.*
- 5. The DIO, NIC, Dhubri with a request to upload in district portal.*
- 6. E-copy to WhatsApp group of Tender & Purchase Committee, DMCH*
- 7. E-copy to website, Dhubri Medical College & Hospital*
- 8. Notice Board*
- 9. File*

Sd/-

*Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)*

Dr. Ashim Bhuyan
Chairman, Tender & Purchase Committee
Dhubri Medical College & Hospital

Dr. Syeda Jesmin Rahman
Secretary, Tender & Purchase Committee
Dhubri Medical College & Hospital



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No. DMCH/AC/Parking Stand/2024/00049

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NOTICE INVITING TENDER

Sealed tenders are invited on behalf of Dhubri Medical College & Hospital from the intending contractors/suppliers/firms for the **CONTRACT OF PARKING STAND AT DHUBRI MEDICAL COLLEGE & HOSPITAL**. An amount of INR 14,000/- (Rupees Fourteen thousand) is to be submitted as EMD/Bid security. The Tender document can be downloaded from the official website- www.dhubrimedicalcollege.in

- The last date of submission of tender document is 24/01/2024 (upto 12:00 Noon)
- The bid will be opened on 24/01/2024 at 1:00 PM in the address – O/O. of the Principal cum Chief Superintendent, Dhubri Medical College & Hospital, Administrative Building 1st Floor, and Conference Hall.

The College authority reserves the right to accept or reject any bid/tender and to cancel/annul the bidding process and reject all bids at any time prior to contract award.

Sd/-

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Dhubri (Assam)*

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Sd/-

*Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)*

Dr. Ashim Bhuyan
Chairman, Tender & Purchase Committee
Dhubri Medical College & Hospital

Dr. Syeda Jesmin Rahman
Secretary, Tender & Purchase Committee
Dhubri Medical College & Hospital

ELIGIBILITY CRITERIA

- A. The bidder must be an established, reputed and reliable Service provider Agencies/ Firms having valid Registration Certificate under Company' Act 2013 , including registration with the Regional Labour Commissioner, EPF Registration, ESI Registration, in the field of Facilities Management Services.
- B. Service provider Agencies/ Firms which has been blacklisted either by the Tender Inviting Authority or by any State Government or Central Government Organization shall not be allowed to participate in the tender during the period of blacklisting.
- C. The bidder should have adequate manpower and resources with good experience and adequate training in the respective services and should have supplied man power for 3 shift in a day.
- D. Bidder must have valid GST Registration, PAN, EPF Registration.
- E. Previous defaulter bidder/party in paying regular monthly rent cannot be participated in this bid.

GENERAL CONDITIONS.

A. TENDER DOCUMENT FEE

Tender Processing Fee of Rs. 2000/- (Rupees Two Thousand only) in the form of a Demand Draft/Bankers Cheque issued in favour of "HMS of Dhubri Medical College and Hospital" and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Tender Fee shall be summarily rejected. Payment will be approved only after physical receipt of the Tender Fee proof in original. The Tender Processing Fee is non-refundable.

B. EARNEST MONEY DEPOSIT (EMD)

Earnest Money Deposit (EMD) of Rs. 14,000/- (Rupees Fourteen Thousand only) in the form of a Demand Draft/Bankers Cheque issued in favour of "HMS of Dhubri Medical College and Hospital" and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Earnest money will be summarily rejected. The EMD of the unsuccessful bidders would be returned within 30 days after finalization of tender after filling of an application. No interest will be paid on EMD at the time of refund. If tenderer withdraws his bid within the validity period, the EMD shall be forfeited.

C. SIGNATURE AND SEAL ON EACH PAGE

The tender document must be signed by the Bidder in all pages with office seal as an acceptance of Terms & Conditions mentioned in the bid document.

D. FRAUD & CORRUPTION:

The bidders, contractors shall observe the highest standard of ethics during bidding and during performance of the contract. For the purposes of this



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provision, the following acts shall be considered as corrupt and / or fraudulent practices -

1. "Corrupt Practice" means offering, giving, receiving, or soliciting directly or indirectly, of anything of value to influence the action of an official in the Bid process or in contract execution.
2. "Fraudulent Practice" means misrepresentation or omission of facts in execution of contract.
3. "Collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive level.
4. "Coercive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the Bid process or in execution of contract.

During the process of evaluation of a bid or proposal for award of contract, if it is detected that a bidder directly or through agent has engaged in corrupt, fraudulent, collusive or coercive practice in competing for the contract in question, then a) the bid shall be rejected. However, if any such practice is detected at any subsequent stage or during execution of the contract, the Tender Inviting Authority will exercise the right to cancel the contract and make suitable alternative arrangement at the risk and cost of such offending bidder. Security deposit in such event will stand forfeited.

E. SCOPE OF WORK

1. The Successful bidder will run the parking stand for 24 Months from the date of issue of work order.
2. The successful bidder will charge the following rates for parking of vehicles and has to issue token /parking slip to the persons:

Two Wheelers	Three Wheelers/LMV	Heavy Vehicles
0-6 hours Rs.5/-	0-6 hours Rs.10/-	0-6 hours Rs.25/-



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PERFOMA OF PARKING SLIP

" NAME OF LESSEE" For, Dhubri Medical College & Hospital		
SL. No. _____	Date _____	
Received From..... Vehicle No.....		
Vehicle Type: Two Wheeler/Three Wheeler/LMV/Heavy Vehicle (Time to be repeated every 6 hours)		
Two Wheelers	Three Wheelers/LMV	Heavy Vehicles
0-6 hours Rs.5/-	0-6 hours Rs.10/-	0-6 hours Rs.25/-
Time of arrival.....Departure.....		
Time of arrival.....Departure.....		
Rs. _____	<i>Signature of Lessee</i>	

The Parking rate is to be displayed prominently under the signature of DMCH authority. The cost for the same is to be borne by the successful bidder.

3. The serial numbered rate slips carrying the time of parking and vehicle number details should be used. It should be in duplicate and one copy of the slip has to be given to owner of vehicle and another to be kept by the agency. These may be demanded by officials for inspection & record.
4. The Parking rates are to be displayed on a printed board in Local Language, Hindi and English at various places so that they are noticeable to General Public. A register has to be maintained by the Contractor to keep records of incoming & outgoing vehicles. It has to be produced before officials on demand.
5. Any amount due with contractor shall be recovered as per Govt. Revenue Recovery Rules. Parking shall be at own responsibility of the owner of the vehicle. However, every effort should be taken by the lessee to prevent loss or theft. College authority shall not be held responsible for any damage or theft of vehicle.
6. The Contractor shall not assign or sublet or subcontract this Contract to any third party, failing which it will lead to termination of contract and Security Deposit will also be forfeited.
7. The successful bidder will have to deposit monthly parking rent in form of Demand Draft/Bankers Cheque on or before 7th of every month in advance failing which, a fine will be levied at Rs. 200/- per day upto a maximum of Rs. 3000/- i.e. equivalent to 15 days delay only. On 16th day of default, the contract will be liable for termination and Security Deposit

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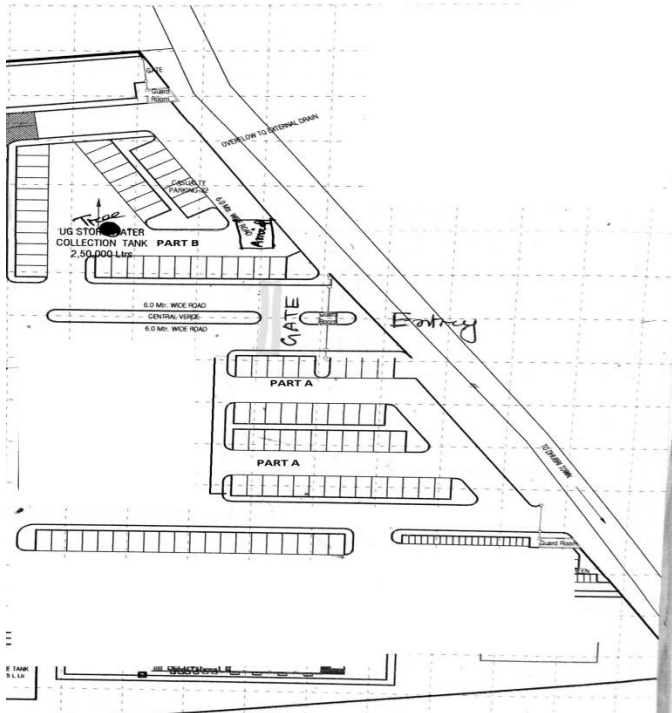
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will also be forfeited, however, final decision will be as per the discretion of DMCH authority.

8. The Successful bidder shall have to pay Security Deposit of Rs.30,000/- (Rupees thirty thousand) in form of DD/FDR drawn on any scheduled bank in favour of "HMS of Dhubri Medical College & Hospital" payable at Dhubri. No interest will be payable on Security Deposit. The Security Deposit will be refunded after satisfactory completion of work.
9. The parking rent shall be fixed for 24 months and no interim reduction/increase in the rent will not be accepted/allowed, whatever may be the reasons.
10. College Security guards are only for safety & security of college & hospital premises and are not responsible for security of vehicles parked.
11. Cleaning of parking area shall be a responsibility of the lessee. The hospital cleaners will not be engaged for cleaning of parking area.

F. PARKING AREA

The total parking area which will be allotted to the successful bidder is around **10177 Sq. ft. in PART A and 9929 Sq.ft in PART B** at the entrance of the Dhubri Medical College & Hospital.



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G. OTHER CONDITIONS

1. The period of contract will be for a period of 24 months from the date of issue of work order ; however, the undersigned has the right to discontinue the contract without assigning any reason at any time with a notice period of 45 days. The contract may be terminated by either side with a prior written communication before 45 days.
2. In case contractor leaves the contract, security deposit will be fortified and the contractor will be liable to be blacklisted.
3. The undersigned reserves the right to accept or reject any tender without assigning any reason for the same.
4. The Successful Bidder is required to execute a registered Agreement on a non-judicial stamp paper worth Rs.100/- to be purchased by bidder. The cost of registration will also to be borne by the successful bidder. Work order will be issued to the successful bidder only after signing of agreement and submission of security deposit of Rs.30,000/- (Rupees Thirty thousand) in form of DD/FD for 24 months.
5. Conditional Tenders shall not be accepted.
7. The contractor and the persons deployed by him shall maintain cordial relations with the beneficiaries/patients/attendants, their family members, official or any other person visit Dhubri Medical College & Hospital. Any complaint in this regard received from the Visitors/Guests/ Patients/Beneficiaries/Staff will be viewed seriously and suitable action may be taken by the authority. Penalty may be imposed at the rate of Rs. 200/- on each occasion of complains received by the authority of DMCH against the contractor or on his staff deployed and the contractor is bound to make such payment. The agreement also gets cancelled automatically if the number of complain from any sources get exceeds 10(ten) during the agreement period. Although the final decision will remain with the Principal cum Chief Superintendent, Dhubri Medical College & Hospital.
8. The Principal cum Chief Superintendent, Dhubri Medical College & Hospital reserves the right to modify any of these conditions or add new conditions at any time in public interest under intimation to the Contractor during the entire agreement period.

H. COVERING OF BID

1. TECHNICAL BID : COVER- (A)



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The bidders should furnished the following in a separate cover hereinafter called "Cover-A". Court fee stamp of Rs.8.25/- must be affixed.

- a) Technical information Annexure - I
- b) GST Registration Certificate.
- c) Permanent Account Number (PAN) Card.
- d) Experience Certificate, if any including copies of supply order.
- e) Earnest Money Deposit of Rs.14,000/- (Rupees Fourteen Thousand only)
- f) Tender Processing Fee of Rs.2000/- (Rupees Two Thousand only)
- g) A notarized undertaking to the effect that the company/firm/distributor has not been black listed.

2. PRICE BID: COVER - (B)

Cover – "B" shall contain the price bid of the bidder. The firm who qualified in the Technical Bid shall be eligible for Price Bid.

A). Signature & Seal on each page : Each page of the price bid should be duly signed by the bidder affixing the office seal.

B). Rates quoted: The bidder shall submit the price bid (Cover-B) in the format at Annexure-II only.

The bidder shall duly signed Annexure-II in a sealed cover super scribed as "Price Bid Cover – B Tender for Supply of Article & Stationary Items for Dhubri Medical College & Hospital on Rate Contract Basis., and addressed to the Principal cum Chief Superintendent, DMC&H, Dhubri (Assam).

D). The financial bid shall be opened of only those bidders who have been found to be technically eligible.

The two separately sealed covers Technical Bid (Cover "A") and Price Bid (Cover "B") shall be placed together inside another cover which shall be sealed and super-scribed as "TENDER NOTICE FOR CONTRACT OF PARKING



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STAND AT DHUBRI MEDICAL COLLEGE & HOSPITAL and addressed to the Principal cum Chief Superintendent, DMC&H, Dhubri (Assam).

I.OPENING OF BID

- a) Bidders or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid – Cover “A”
- b) Only those bidders whose technical Bids are found acceptable after technical and commercial evaluation will be open price bid – Cover “B” in presence of the successful bidder.

J.VALIDITY OF OFFER FOR SUCCESSFUL BIDDER

The contract is initially for a period of 24 months from the date of issue of award of contract and may be extended till new rate contract gets final. DMC&H, Dhubri shall, however, reserve the right to terminate the contract at any time without assigning any reason after serving a notice period of 45 days.

K. AWARD OF CONTRACT

The Tenderer should pass in all items of “Eligibility Criteria”. Eligible Tenderer shall be awarded the contract. The Principal cum Chief Superintendent of Dhubri Medical College & Hospital reserves the right of negotiation with eligible Tenderer before finalization of tender or contract. The authority reserves the right to reject any or all Bids without assigning any reason thereof.



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(To be submit in the official pad of the firm)

Declaration

I/We declare that:-

1. I ,.....Son / Daughter of Shri
Proprietor, Authorized Signatory of competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same and agreed to abide the same.
3. I/We have not been blacklisted by any organization.
4. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Place :

(Signature of the bidder)

Date :

Name :

Seal :



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(To be submit in the official pad of the firm)

Technical information Annexure – I
TENDER FOR CONTRACT OF PARKING STAND AT DHUBRI MEDICAL COLLEGE & HOSPITAL

To,

The Principal cum Chief Superintendent

Dhubri Medical College & Hospital

Dhubri, Assam

Sir/Madam,

With reference to the advertisement of Tender for parking stand at Dhubri Medical College & Hospital,
I/we quote our rates for this contract as per the details below:-

1	Name of the Party	
2	Full Address of the Party	
3	Nature of firm/party (Tick whichever is applicable)	Proprietorship/Partnership/Private Limited /Public Limited/Hindu Undivided Family(HUF)
4	Name of Proprietor	
5	Contact Details	Phone : Mobile : Email :
6	PAN (Xerox enclosed)	
7	GST Registration Number (Xerox enclosed)	
8	EMD Details	1. Amount : 2. DD No : 3. Date of Issue :



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		4. Name of issuing Bank :
9	Tender Processing Fee Details	1. Amount : 2. DD No : 3. Date of Issue : 4. Name of issuing Bank :
10	Experience Certificate, if any including copies of supply order.	
11	A notarized undertaking to the effect that the company/firm/distributor has not been black listed.	
12	Xerox copy of the NIT including all Annexures duly sealed and signed as an acceptance of all terms & conditions mentioned in the NIT document.	
13	Declaration in the official pad of the firm	

Place :

(Signature of the bidder)

Date :

Name :

Seal :

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Annexure-II Rates quoted for parking stand (Rates should be covered with transparent tape):-

Particulars	Rate (In Rupees)
Rate per month towards parking rent for parking contract at Dhubri Medical College & Hospital, Dhubri	1. In figures : 2. In words :

Place :

(Signature of the bidder)

Date :

Name :

Seal :



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