



National Health Mission, Punjab

Room No. 9, 5th Floor, Prayaas Building, Sector 38-B, Chandigarh
Phone No. 0172-4012020, email id – transport.nhm@gmail.com

BID DOCUMENT

for

MEDICINE DELIVERY MANAGEMENT SYSTEM

State Health Society, Punjab (National Health Mission, Punjab) under its Health & Wellness Programme intends to introduce a Medicine Delivery Management System with the objective to ensure regular delivery of medicine supplies from the 3 State Drug Warehouses situated at Kharar (SAS Nagar), Verka (Amritsar) and Bathinda to be delivered at 2500 (appx) health centres across Punjab state.

Scope of Work

Hiring of 7 Vehicles with 2 manpower each for Medicine Delivery Management System from 3 Warehouse to Health & Wellness Centers in Punjab.:-

Technical Specifications of Vehicles:-

Make- Public Transport Vehicle

Load body size : 10x6x6 ft.= 360 volume (min)

Hi deck closed body & lockable from back side

Load capacity: 1 ton (Appx.) (1000 Kg)

Other Terms and Conditions :

- Branding with Close Body of the Vehicle (design to be provided by Department).
- Vehicle not to be more than 3 years old.
- Firm should have a minimum turn over of Rs. 50 Lakh each during last 3 years.
- Vehicle must have valid Goods Transport Permit, RC, Pollution & other mandatory documents/ Insurance.
- Each vehicle to be provided with one Driver and a Helper (minimum 10+2 passed) having appropriate driving license for said vehicle.
- EMD deposit of Rs. 1.00 Lakh as demand draft in favor of State Health Society Punjab payable at Chandigarh.
- Allocation of vehicles will be as below:
 - 3 vehicles at Bathinda (Covering the district of Barnala, Bathinda, Faridkot, Ferozepur, Fazilka, Mansa, Moga, Sri Muktsar Sahib & Sangrur)
 - 2 vehicles at Kharar (Covering the district of Fatehgarh Sahib, Ludhiana, Mohali, SBS Nagar, Patiala & Roopnagar.)
 - 2 vehicles at Verka (Covering the district of Amritsar, Gurdaspur, Hoshiarpur, Jalandhar, Kapurthala, Pathankot & Taran Taran.)
- Medicine Collection from Warehouse as per Health & Wellness Centre demand.
- Delivery of the Medicine to the designated Health & Wellness Centres as per list provided by the Department
- Loading & Unloading of the Medicine to be done by driver / helper
- Have to submit Daily Route plan to the department.
- Proper Daily Reporting with Photographs & Medicine Delivery receipt.
- Maintenance of Opening & Closing Stock Record.
- The tentative daily mileage of each vehicle shall be between 150-200 kms/per day, however the same may increase/decrease depending upon the workload.

- The service provider shall comply with all mandatory requirements for staff like EPF/ESI etc. as applicable and submit a proof of the same to the office, wherever asked for.
 - All expenses relating to salary and allowance of the driver, overtime payment, maintenance of vehicle, insurance, petrol/diesel, oil of any other expenditure related of incidental to the vehicle and the driver will be borne by the contractor. The department will pay only hire charges for the vehicle.
 - All legal obligations in respect of the vehicle i.e. Insurance, Road Tax, RTO registration and permission etc. as well as Salary, EPF, ESI etc. in respect of the driver/staff should be fulfilled and borne by the contractor and will be the sole responsibility of the contractor.
 - In the event of emergency breakdown of a vehicle or absence of driver, the contractor shall make alternative arrangement by providing a substitute vehicle and staff. In case of failure to do so, the department would have a right to hire a vehicle from the market and the additional cost incurred by the department will be borne/reimbursed by the contractor. In case neither a substitute vehicle is provided nor a vehicle is hired by the department, proportionate hire charges will be deducted along-with penalty as decided by the competent authority.
 - In case of any accident, all the claims/damages arising out of it shall be met by the contractor. The contractor shall be responsible for any loss/damages to property or life because of negligence of driver or poor maintenance of vehicle or due to an accident. The department shall not be directly/indirectly responsible for any such loss/damage.
 - The contractor is required to fulfill the various conditions stipulated by law, Government order/notifications etc, in respect of hiring and safety of vehicle from time to time.
 - The successful bidder shall be required to produce the vehicle in the office for the physical verification/inspection before deployment.
 - The contractor will submit the monthly bill in triplicate enclosing the summary sheet within three days of the end of the month which should be duly verified by the Controlling Officer/Warehouse in-charge. Payment will be released after making necessary verification by the District/State authorities.
 - The contract with the Services Provider shall initially be for one year which may be extended up to 2 years with mutual agreement, if service is found satisfactory. However, the contract will be extended only on yearly basis with the mutual consent of both the parties on agreed terms and conditions.
 - In case of any misconduct or non-compliance of conditions by the service provider, Mission Director, NHM, Punjab may impose penalty for deficient services and/or cease the contract and forfeit the EMD deposit of the service provider at any point of time.
 - Each & every paper/ page of this document should be duly signed and stamped by the bidder certifying that he/she agrees to all the above conditions.
 - **Number of vehicles can be decreased or increased at any time by the Department as per requirement (according to district wise requirement.)**
 - In the event of any dispute arising out of the tender such dispute would be subject to the jurisdiction of the Civil Court within the city of Chandigarh only.
- Interested firms / agencies / service providers fulfilling all necessary conditions may apply on their letter head in a sealed cover, quoting the monthly cost per each vehicle (including taxes and all other costs, except toll or parking fee) to the O/o Mission Director National Health Mission, Punjab above address by 3.30 pm on 23-6-22.**
- Quotation should be valid for 3 months.
- Mission Director NHM, Punjab reserves the right to accept / reject any or all of the bids without assigning any reason.

Sd/-

Mission Director, NHM, Punjab

For the firm applying the bids

1. I/we certify that our firm fulfills all the criteria as mentioned in the above document. We will produce the copy of any document asked for anytime by the department.
2. I/we certify that our firm agrees to all the above Terms & Conditions.

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Name of Authorized Signature of the firm

Address

Seal
