

	<p style="text-align: center;">भारतीय प्रौद्योगिकीसंस्थानमद्रासचे नै 600 036 INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036 भंडार एवं क्रय अनुभाग STORES & PURCHASE SECTION Email: adstores@iitm.ac.in दूरभाष: (044) 2257 8285 / 8286 / 8287 / 8288 फ़ैक्स: (044) 2257 8292 Telephone : (044) 2257 8285/8286/8287/8288 FAX: (044) 2257 8292 GSTIN: 33AAAAI3615G1Z6</p>	
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P K Sheba Sabari
Assistant Registrar (Stores & Purchase)

Date: 31.05.2023

Tender No. IITM/SPS/Patient Transport Vehicle Service/004/2023-24/SPL

Due Date: 22.06.2023
Before 2.00 p.m.

Dear Sir/Madam,

On behalf of the Indian Institute of Technology Madras, Tenders are invited in two bid system for

**HIRING OF ONE MARUTI EECO OR SIMILAR PATIENT TRANSPORT VEHICLE SERVICE (24x7)
WITH DRIVER FOR INSTITUTE HOSPITAL, IIT MADRAS AS PER AIS-125 (TYPE – B)**

Conforming to the specifications enclosed

Tender Documents may be downloaded from Central Public Procurement Portal <https://etenders.gov.in/e procure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <https://etenders.gov.in/e procure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at “**Help for contractors**”. [Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this eProcurement Portal”].

Bidders can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type ‘IIT’. Thereafter, Click on “GO” button to view all IIT Madras tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <https://etenders.gov.in/e procure/app> as per the schedule attached.

No manual bids will be accepted. All tender documents including Technical and Financial bids should be submitted in the e-procurement portal.

1	LAST DATE for receipt of Tender	22.06.2023 before 02.00 p.m.
Pre-bid Meeting	<p>The Pre-bid Meeting will be conducted via Google Meet on 07.06.2023 @ 03:00 pm. Please see the below link to join the meeting https://meet.google.com/ith-gjoq-hbm</p> <p>Bidders are requested to register your participation and send email with details of person who will attend this meeting and their company details along with your queries to adstores@iitm.ac.in on or before 06.06.2023</p>	
Date & Time of opening of Tender	23.06.2023 @ 03.00 p.m.	

A	Submission of Tender	<p>As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal URL: https://etenders.gov.in/eprocure/app</p> <p>The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: https://etenders.gov.in/eprocure/app</p> <p>All tender documents including Technical Bid & Financial Bid should be submitted separately in online CPP portal as per the specified format only. Right is reserved to ignore any tender which fails to comply with the above instructions. No manual bid submission will be entertained.</p>
B	Instructions for online bid submission	<p>REGISTRATION</p> <ul style="list-style-type: none"> • Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal URL: https://etenders.gov.in/eprocure/app by clicking on “Online Bidder Enrollment”. Enrolment on the CPP Portal is free of charge. • As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts. • Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. • Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.) https://eprocure.gov.in/eprocure/app with their profile. • Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse. • Bidder then may log in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.
C	Searching for tender documents	<ul style="list-style-type: none"> • There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal. • Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective “My Tender” folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document. • The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

D	Preparation of bids	<ul style="list-style-type: none"> • Bidder should take into account any corrigendum published on the tender document before submitting their bids. • Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid. • Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in PDF / XLS formats as the case may be. Bid documents may be scanned with 100 dpi with black and white option. • To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Documents” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
E	Submission of bids	<ul style="list-style-type: none"> • Bidder should log into the site well in advance for bid submission so that he/she can upload the bid in time i.e. on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues. • The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document. • Bidder has to transfer the EMD as applicable by online mode only. The EMD should be transferred on or before the closure date and time of the tender. If the EMD is not transferred before the closure date and time, the tender will be summarily rejected. The proof of transfer has to be submitted in the Technical Bid. Otherwise, the tender will be summarily rejected. • A standard BOQ format has been provided in Annexure-C with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as name of the bidder). If the BOQ file is found to be modified by the bidder, the bid will be rejected. • The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission. • The Tender Inviting Authority (TIA) will not be responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues. • The uploaded tender documents become readable only after the tender is opened by the authorized bid openers. • Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details. • Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

F	Assistance to bidders	<ul style="list-style-type: none"> Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is [0120-4200462, 0120-4001002, 0120-4001005]
G	General Instructions to the Bidders	<ul style="list-style-type: none"> The tenders will be received online through portal https://etenders.gov.in/eprocure/app. In the Technical Bids, the bidders are required to upload all the documents in single pdf file. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through https://etenders.gov.in/eprocure/app Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site https://etenders.gov.in/eprocure/app under the "Information about DSC".
H	Opening of Tender	<p>The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received along with scanned copy of EMD (if any) will be opened as mentioned in the Schedule of the tender document. Bid received without EMD (if present) will be rejected straight way. The technical bid will be opened online first and it will be examined by a technical committee (as per the eligibility criteria, specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification.</p>
I	Earnest Money Deposit (EMD)	<ul style="list-style-type: none"> EMD of INR 54,000/-(Rupees Fifty four thousand only) should be transferred through NEFT/RTGS/e-Bank Guarantee to the following bank account on or before due date 22.06.2023 before 2:00 p.m. <p style="margin-left: 40px;"> Name : Registrar IIT Madras Bank : State Bank of India Account No. : 10620824305 Branch : IIT MADRAS IFSC CODE : SBIN0001055 </p> As per O.M.No.F.1/2/2022-PPD DATED 01.04.2022, the EMD will be returned to unsuccessful Bidder(s), within 30 days after declaration of result of first stage i.e technical evaluation etc. The EMD shall be forfeited if any Bidder withdraws the offer before finalization of the tender. The EMD amount should not be sent through DD. Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid. As per Rule 170 of GFR 2017, exemption of EMD will be given subject to submission of valid documentary proof by the firm for seeking such exemption. Copies of relevant orders/ documents regarding such exemption should be submitted along with the tender document Performance Guarantee: <p>The successful bidder shall submit a Performance Guarantee of Rs.54,000/- by way of DD/Bank Guarantee/FDR/ insurance surety bonds in favour of "The Registrar, IIT Madras" to be obtained from any commercial bank, within 15 (fifteen) days from the date of issue of order by IITM.</p> <p>In case of successful bidder, the EMD will be adjusted towards the Performance Guarantee on request.</p> <p>The amount of EMD is liable to be forfeited if the bidder withdraws the offers after submission of the tender or after the occupation of the offer and fails to remit the Performance Guarantee which shall be returned on expiring /termination of the contract after adjustment of dues if any without any information.</p>

J	Marking on Technical Bid	<ul style="list-style-type: none"> • The pre-qualification criteria, technical specification and scope of work for this tender are given in Annexure A. The Bidders shall go through the pre-qualification criteria, technical specification and submit the technical bid in the proforma given in Annexure B in the tender document along with the supporting documents. • The Technical bid should be submitted in pdf format only through online (e-tender). No manual submission of bid will be entertained. • The technical bid should have the page-wise heading as “Technical Bid” and page no. in all pages with seal and signature of authorized signatory. The total no. of pages should be mentioned at the last page of the documents. • The technical bid should consist of <ul style="list-style-type: none"> a) Document proof for EMD payment b) Technical Compliance sheet as per proforma given in Annexure B c) Document proof for pre-qualification criteria, technical details along with commercial terms and conditions.
K	Marking on Financial Bid	Financial bid should be submitted in the prescribed proforma format given in Annexure C as per BOQ in xls format through e-tender only. No manual submission of Bid will be entertained.
2	Preparation of Tender: <ul style="list-style-type: none"> • The bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately. • The bidder has to submit the tender document duly signed on all pages by an authorized person and his / her full name and status shall be indicated below the signature along with official seal/stamp of the firm. Submission of wrong / forged information / document will be liable to legal action, and rejection of the bid submitted by the firm. • The bids of the agency/firm/company not in possession of valid statutory license / registrations are liable for rejection. • If any relative of the bidder is an employee of IIT Madras, the name, designation and relationship of such employee shall be intimated to the Registrar, IIT Madras in writing while submitting the bid. • No bidder will be allowed to withdraw / alter / modify the bid during the bid validity period. 	
3	Signing of Tender: <p>The bid is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the delivery dates and terms and conditions enclosed herewith. Each page of the bids shall be duly signed with the official seal of the Bidders.</p> <p>If the bid is submitted by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses. Alternatively it shall be signed by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the bid. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the bid.</p> <p>If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the bid, in which case a certified copy of the power of attorney shall accompany the bid. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The bidder shall also furnish a copy of the Memorandum of Articles of association duly attested by a Notary Public.</p>	
4	Period for which the offer will remain open: <p>The Tender shall remain open for acceptance/validity till: 120 days from the date of opening of the tender. However, the day up to which the offer is to remain open being declared closed holiday for the Indian Institute of Technology Madras, the offer shall remain open for acceptance till the next working day.</p>	

5	<p>Prices:</p> <ul style="list-style-type: none"> The prices quoted should be considering all scope of work, terms & conditions and as per the technical specification mentioned in Annexure A. The prices quoted by the bidders should be inclusive of GST and other statutory levies. All conditional tenders will be summarily rejected. Quote should be in INR only.
6	Payment will be made on monthly basis.
7	<p>Terms and Conditions:</p> <p>Failure to comply with any of the instructions stated in this document or offering unsatisfactory explanations for non-compliance will lead to rejection of offers.</p>
8	<p>Right of Acceptance:</p> <p>IIT Madras reserves the right to reject the whole or any part of the Tender without assigning any reason or to accept them in part or full.</p>
9	Communication of Acceptance: Letter of Intimation and acceptance will be communicated by email to the successful bidder to the address indicated in the bid.
10	<p>Conditions of contract:</p> <p>Bidder should quote on the basis of the conditions referred to in the invitation to tender and tender documents.</p>
11	All information including selection and rejection of technical or financial bids of the prospective bidders will be communicated through CPP portal. In terms of Rule 173 (iv) of General Financial Rule 2017, the bidder shall be at liberty to question the bidding conditions, bidding process and/or rejection of bids.
12	<p>Bidder shall submit along with this Tender:</p> <p>Name and full address of the Banker & their swift code, PAN No. and GSTIN number.</p>
13	<p>Jurisdiction:</p> <p>All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of tender is issued.</p>
14	<p>Dispute Settlement:</p> <ul style="list-style-type: none"> It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations. If such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the Director, IIT Madras whose decision shall be final and binding on both the parties. It is also agreed that in case of any disagreements / disputes in connection with the Arbitrator's award, the same shall be settled under the Court of Law with its jurisdiction at Chennai. The resultant contract will be interpreted under Indian Laws.
15	<p>Breach of Terms and Conditions:</p> <p>IITM may, without prejudice to any other remedy for breach of contract by written notice of default sent to the bidder, terminate the contract in whole or part:</p> <ol style="list-style-type: none"> If the bidder fails to provide any or all of the services within the period(s) specified in the contract. If the bidder fails to perform any other obligation(s) under the contract. If the bidder has engaged corrupt or fraudulent or unethical practices in competing for or in executing the contract.
16	<p>Right of IIT Madras:</p> <ul style="list-style-type: none"> The Registrar, IIT Madras reserves right to withdraw / relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties. The Registrar, IIT Madras reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and his / her decision shall be final and binding on the Tenderer. The Registrar, IIT Madras reserves the right to terminate the contract at any time without assigning any reasons by giving a one month notice to the contracting agency/firm/company.

17	<p>Penalty & Liquidated Damages / Force Majeure:</p> <p>If the selected Bidder fails to complete the due performance of the contract in accordance with the terms and conditions, Institute reserves the right either to cancel the contract or to accept performance already made by the selected Bidder after imposing Penalty on Selected Bidder. A penalty will be calculated on a per week basis and on the same Rate as applicable to Liquidated Damages (LD). In case of termination of the contract, Institute reserves the right to recover an amount equal to 5% of the Contract value as Liquidated Damages for non-performance.</p> <p>Both Penalty and Liquidated Damages are independent of each other and are applied separately and concurrently. Penalty and LD are not applicable for reasons attributable to the Institute and Force Majeure. However, it is the responsibility of the selected Bidder to prove that the delay is attributable to the Institute and Force Majeure. The selected Bidder shall submit the proof authenticated by the Bidder and Institute's official that the delay is attributed to the Institute and/or Force Majeure along with the bills requesting payment.</p>
18	<p>The bidder shall certify that the tender document submitted by him / her are of the same replica of the tender document as published by IIT Madras and no corrections, additions and alterations made to the same. If any deviation is found in the same at any stage and date, the bid / contract will be rejected / terminated and actions will be initiated as per the terms and conditions of the contract.</p>
19	<p>PRE-QUALIFICATION CRITERIA</p> <p>Bidder Eligibility Criteria I:</p> <ol style="list-style-type: none"> The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in Annexure – D. Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I and Class-II local suppliers should be submitted in the prescribed proforma format as per Annexure – E <p>Bidder Eligibility Criteria II:</p> <ol style="list-style-type: none"> The tender participant nor the firm should not have been blacklisted / debarred by any Government/ regulatory bodies in India. The bidder should submit a self- declaration in the format given in Annexure F The bidder should have similar experience in operating patient transport vehicle/ ambulance services in the last 3 years (2019-20, 2020-21 and 2021-22) to Govt. Institutions/any of Central PSU's / any of central Government/ autonomous bodies/reputed firms. <p>Copies of the documents listed below should be submitted as a proof for the above work experience:</p> <ol style="list-style-type: none"> Work Order Work Completion Certificates with user Performance from End User <ol style="list-style-type: none"> As per requirements of AIS 125 (Type B), Model Maruti Eeco or similar Patient Transport Vehicle Service owned by the firm and should have a valid RC Book, Emission certificate FC and valid Insurance etc. (proof to be enclosed) The annual financial turnover of the tenderer should not be less than Rs.7,20,000/- (Rupees Seven Lakhs Twenty Thousand only) each during the last three financial years i.e 2019-20, 2020-21, and 2021-22. The turnover is to be supported by financial statement of accounts (including balance sheet, profit and loss account statement) (Necessary document proof should be attached).

20	<p>Number of Bids and their Submission: The bidders should submit the bids in two bid system as detailed below:</p> <p>Bid I Technical Bid The technical bid should consist of Proof of EMD, Pre-qualification Criteria I & II and technical specification compliance sheet (proforma given in Annexure B) along with all relevant document proof only.</p> <p>The bidder should go through the scope of work, Pre-qualification criteria I & II and technical specification given in Annexure A of the tender document, understand the requirement of IITM and submit their technical bid along with all relevant document proof in the proforma given in Annexure B.</p> <p>Bid II Financial Bid The financial bid should be submitted in excel format (BOQ) as per the proforma (Annexure C) and uploaded in the e-Tenders website. The Quoted price should be inclusive of all.</p>
21	<p>Evaluation of Bids: Bid Evaluation will take place in two stages.</p> <p>Stage I: Technical Bid evaluation</p> <ol style="list-style-type: none"> 1. Bidder will be evaluated first for conformity with Bidder eligibility Criteria I and those bidders who have complied with Bidder eligibility criteria I will alone be evaluated for Bidder eligibility criteria II and Technical Specification. 2. In the 2nd stage, the Bidder eligibility criteria II and Technical Specification offered by the bidders will be evaluated by the technical committee for compliance. Only those bidders who have fully complied with Pre-Qualification Criteria (Bidder Eligibility Criteria I & II) and technical specification will be considered for opening of financial bid. <p>Stage II: Financial Bid Evaluation The financial bid evaluation will be based on price quoted by the bidder (BoQ) as per the proforma (Annexure – C). The contract will be awarded to the successful L1 bidder.</p>
22	<p>Selection of successful bidder and Award of Order: The order will be directly awarded to the technically qualified bidder as per the condition in para 3A of DIPP, MoCI Order No. 45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein</p>
23	<p>Execution of Contract and Security Deposit:</p> <ul style="list-style-type: none"> • A formal contract shall be entered into with successful bidder. • The Security deposit will be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contract and loss or damage, if any, sustained by the Institute on account of failure or negligence on the part of employees of contractor.
24	<p>Pre-bid meetings will be conducted through online. Bidders can submit their queries and doubts to the email id: adstores@iitm.ac.in till the date of the online pre-bid meeting. Clarification to the queries and doubts raised by the bidders will be issued as a corrigendum/addendum in the e-tenders portal and Institute Website (tenders.iitm.ac.in). For the bidders, submitting bids on downloaded tender documents, it is bidder's responsibility to check for any amendment/corrigendum in the website of IIT Madras or check for the same in CPP portal before submitting their duly complete bids.</p>
25	<p>The bidders will not be entertained to participate in opening of Bids, since the tender is e-tender, the opening of the bids may be checked using the respective logins of the bidders.</p>
26	<p>For Technical Related Queries Contact : The Chief Medical Officer Institute Hospital, IIT Madras Chennai - 600 036. Phone No: 044- 2257 8301 Email: cmo@iitm.ac.in</p>

Sd/-
Assistant Registrar
Stores & Purchase

ACKNOWLEDGEMENT

It is hereby acknowledged that I/We have gone through all the points listed under “Scope of Work, Technical Specifications, Terms and Conditions” of tender document, the same is abided and agreed to be executed. In case, if any of the information furnished by me/us is found false, I/We are fully aware that the tender /contract will be rejected / cancelled by IIT Madras and EMD shall be forfeited. I/We totally understand the terms and conditions and agree to abide by the same.

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

SCHEDULE OF THE TENDER DOCUMENT

Name of Organization	Indian Institute of Technology Madras
Tender Type (Open/Limited/EOI/Auction/Single)	Open Tender
Tender Category (Services/Goods/Works)	Service
Product Category(Civil Works/Electrical Works/Fleet Management/Computer Systems)	Hiring of one Maruti Eeco or similar Patient Transport Vehicle Service (24 x 7) with Driver for Institute Hospital, IIT Madras as per AIS-125 (Type- B)
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	31.05.2023
Document Download/Bid Clarification Start Date	31.05.2023
Pre- bid Meeting Date and time	07.06.2023 @ 3.00 PM
Bid Submission Start Date	12.06.2023
Document Download/Sale End Date	22.06.2023 @ 2.00 PM
Last Date and Time for Uploading of Bids	22.06.2023 @ 2.00 PM
Date and Time of Opening of Technical Bid	23.06.2023 @ 3.00 PM
Earnest Money Deposit (EMD)	Rs.54,000/-
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	120 Days
Address for Communication	The Assistant Registrar Stores and Purchase Section IIT Madras Chennai – 600 036
Contact No.	For Queries : 044- 2257 8287/8288/8285
Email Address	adstores@iitm.ac.in

**HIRING OF ONE MARUTI EECO OR SIMILAR PATIENT TRANSPORT VEHICLE SERVICE (24x7) WITH DRIVER FOR
INSTITUTE HOSPITAL, IIT MADRAS AS PER AIS-125 (TYPE-B)**

Tender No. IITM/SPS/Patient Transport Vehicle Service/004/2023-24/SPL

SCOPE OF WORK, GENERAL REQUIREMENTS

Name of the work	Hiring of one Maruti Eeco or similar Patient Transport Vehicle Services (24x7) with Driver for Institute Hospital, IIT Madras as per AIS-125 (Type-B)
Duration of contract	Initially the contract will be awarded for one year. The period may be further extended annually up to a maximum of another two years an annual basis depending on the satisfactory performance.

I SCOPE OF WORK

Institute Hospital, IIT Madras is a 25 bedded primary to secondary level hospital catering to a population of around 20,000. This includes Students (8000 to 10000), their dependents (about 100 students), Staff, faculty and their dependents. In addition we have retired employees, project staff and contractual staff who also visit the hospital for medical issues.

IIT MADRAS intends to hire one Maruti Eeco or similar Patient Transport Vehicle as per AIS 125 (Type-B) Service with driver on contract basis. The patient Transport Vehicle should have Tamil Nadu State registration certificate. The Patient Transport Vehicle services will be used for students in hostels, staff in campus to commute to hospital when they are ill or incapable of commuting due to disease, deformity, debility and critically ill patients or those who require specialized care are referred to suitable higher centers /Hospitals. Some require specialized tests and hence sent to Diagnostic Centres. When a patient is to be sent out of campus a second ambulance is called for if needed (Either to send the patient or retain in campus as back up).

II GENERAL REQUIREMENTS

A. ADDITIONAL TERMS & CONDITIONS

1. The contract is intended for deployment of 2022 or later model of patient transport vehicle only.
2. The patient transport vehicle will be placed at the disposal of at IIT Hospital situated in IIT Madras Campus for the medical requirements of the Hospital. The ambulance should be parked at the location directed by Competent Authority of IIT Madras for 24/7 on monthly basis.
3. Agency will deploy their own Mobile Operator (Driver with License) in the patient transport vehicle at its own cost.
4. The Agency will take care of Insurance of patient transport vehicle and the driver at its own cost.
5. The driver will be considered employees of the contractor. IIT Madras in no way shall be considered as a party to any dispute between the employee (Driver) and employer (Contractor/Firm/Agency). In case of the absence of the driver, the Agency has to immediately provide the substitute.
6. Timely providing of patient transport vehicle the and good up keeping of the ambulance for running efficiently is essence of the contract. The contractor should maintain their ambulance as per the specification throughout the contract period.
7. The agency deputed to IIT Madras shall have no right to employment against any post to IIT Madras and also their services are hired on purely contract basis.

B. VEHICLE:

1. The agency should take care of the running expenses and maintenance of the ambulance.
2. The patient transport vehicle should be registered with the Competent Authority and also possess a valid permit. A Certificate to this effect should be provided.
3. No tape recorder should be fitted. No playing of tape recorder / radios in the Ambulance is allowed.
4. Any mishap (i.e. accident or fire, etc.,) occurs en-route is the complete responsibility of the patient transport vehicle Contractor. He is also responsible for safe, comfortable and timely transporting of the patients.
5. Original copies of Registration, Insurance of Vehicle must be produced before the engagement of the vehicle.
6. In case of requisition/seizure of the Ambulance by the RTO or any other Authorities, it will be the Agency's responsibility to get the patient transport vehicle released and during such period of requisition/seizure, the Agency will have to arrange an alternate ambulance.
7. In case of break down, repair and maintenance work alternate patient transport vehicle should be arranged within one hour.
8. All Maintenance servicing and receiving expenses of the patient transport vehicle should be done by the Agency at its own cost. The interior and the exterior conditions of the Ambulance should be well maintained. Routine Maintenance/servicing of the vehicles should be done by the Agency once in a month at its own cost.
9. The fuel for the vehicle will be borne by the agency.
10. Total breakdown period excluding routine maintenance in a year should not exceed 12 days.
11. The vehicle can be de-hired giving prior notice of one month considering the requirement of the institute for which no payment will be made by the institute. In case of unsatisfactory services the work order of the Agency may be terminated giving one week's notice.
12. The contract cannot be outsourced to third party.

C. DRIVER:

1. The driver selected by the agency will be assessed by the Institute before his engagement is finalized.
2. The driver running the patient transport vehicle should have valid driving license issued by the Regional Transport Office (RTO).
3. The driver of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time.
4. He should have the knowledge and experience to gently handle the patient and take to the hospital.
5. The driver deployed beyond normal duty hours should be compensated as per the Minimum Wages Act as notified by the Ministry of Labour from time to time by the contractor, without any additional financial burden on the institute.
6. The driver should have knowledge of vehicle mechanism so that he could attend to minor repairs and should be well informed about the roads and routes of Chennai area.
7. The driver must observe all etiquette and protocol while performing the duty. He must be neatly dressed, should wear proper uniform to be decided by the institute at the time of engagement for which no extra payment will be provided and must carry a mobile phone in working condition, for which no separate payment shall be made by the Institute. The Agency at its own cost, should provide a mobile phone to all its driver engaged to this institute.

D. FUNCTIONING OF AMBULANCE

1. The Agency should endeavour to provide the best quality services and ensure strict discipline of the crew hired to IIT Madras.
2. A log book has to be maintained making all the entries of the movements of the patient transport vehicle duty.
3. The agency shall be responsible for any thefts/burglary/damage caused to the Students/Employees/Guest of the institute travelling in the Ambulance. The compensation arising out of such activities shall be borne by the Agency.
4. The patient transport vehicle will be utilized for medical purposes pertaining to IIT Madras within Chennai city.
5. IIT Madras will not hold agency responsible for any transit death. The contract is clearly an understanding to help the IIT Madras Hospital and the agency gives no guarantee for on board medical attention.
6. If the Ambulance is hypothecated to a Bank or any Financial Institute, the Hiring Agency has to produce concurrence of the Bank/Financial Institute.
7. The Agency shall be abided by all statutory laws, rules and regulation of the state Govt. / Central Govt. as per Jurisdiction.
8. In view of an emergency wherein a patient requires to be shifted to another hospital a 2nd ambulance will be hired depending on the need. The 2nd ambulance should be available in 15 minutes.

III PRE-QUALIFICATION CRITERIA:

Bidder Eligibility Criteria I:

1. The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in **Annexure – D**.
2. Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I and Class-II local suppliers should be submitted in the prescribed proforma format as per **Annexure – E**

Bidder Eligibility Criteria II:

1. The tender participant nor the firm should not have been blacklisted / debarred by any Government/regulatory bodies in India. The bidder should submit a self- declaration in the format given in **Annexure F**
2. The bidder should have similar experience in operating patient transport vehicle/ ambulance services in the last 3 years (2019-20, 2020-21 and 2021-22) to Govt. Institutions/any of Central PSU's / any of central Government/ autonomous bodies/reputed firms..

Copies of the documents listed below should be submitted as a proof for the above work experience:

- i) Work Order
 - ii) Work Completion Certificates with user Performance from End User
3. As per requirements of AIS 125 (Type B), Model Maruti Eeco or similar Patient Transport Vehicle Service owned by the firm and should have a valid RC Book, Emission certificate FC and valid Insurance etc. (proof to be enclosed)
4. The annual financial turnover of the tenderer should not be less than Rs.7,20,000/- (Rupees Seven Lakhs Twenty Thousand only) each during the last three financial years i.e 2019-20, 2020-21, and 2021-22. The turnover is to be supported by financial statement of accounts (including balance sheet, profit and loss account statement) (Necessary document proof should be attached).

IV TECHNICAL SPECIFICATIONS FOR PATIENT TRANSPORT VEHICLE AS PER AIS-125 (TYPE-B)

Hiring of one Maruti Eco or similar Patient Transport Vehicle Service (24x7) with Driver for Institute Hospital, IIT Madras as per ASP-125 (Type-B)

S.No.	Descriptions	
1.	Make and Model (Patient transport vehicle)	Maruti Eco or similar
2.	Minimum Seating capacity	As per the requirement of Automotive Industry Standard (AIS) 125 (Type-B) Patient Transport vehicle, details are available in the link of http://morth.nic.in/ais? Page =6 .
3.	Other Specification	
4.	Stretcher	
5.	Foldable Carrying Chair	
6.	Medicine Cabinet	
7.	Oxygen cylinder cage with mask storage facility	
8.	IV Bottle holding Hook	
9.	Patient Compartment Illumination/ Cabin light and Fan	
10.	Warning Lights/Siren	
11.	Exterior Design / Painting	
12.	Fire Extinguisher	
13.	Seats for attendant/companion	
14.	First Aid Box	
15.	Electric plug point	
16.	Facility for drinking water	
17.	Stainless Steel Bucket	

Sd/-
Assistant Registrar (S&P)

TECHNICAL BID COMPLIANCE STATEMENT**HIRING OF ONE MARUTI EECO OR SIMILAR PATIENT TRANSPORT VEHICLE SERVICE (24x7) WITH DRIVER FOR INSTITUTE HOSPITAL, IIT MADRAS AS PER AIS-125 (TYPE-B)**

Tender No. IITM/SPS/Patient Transport Vehicle Service/004/2023-24/SPL

1	Name of the Tenderer/Agency		
2	Full address of the Registered office		
3	Type of Ownership Proprietorship/Partnership/ Registered firm/ Body Corporate		
4	Contact Numbers	Office No.	
		Mobile No.	
5	Email ID		
6	PAN No		
7	GST No		

S.no	Description	Compliance Yes/No	Page Ref. No.
PRE-QUALIFICATION CRITERIA			
I Bidder Eligibility Criteria - I			
1	The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in Annexure – D .		
2	Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16 th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I and Class-II local suppliers should be submitted in the prescribed proforma format as per Annexure – E		
II Bidder Eligibility Criteria - II			
1	The tender participant nor the firm should not have been blacklisted / debarred by any Government/ regulatory bodies in India. The bidder should submit a self- declaration in the format given in Annexure F		
2	The bidder should have similar experience in operating patient transport vehicle/ ambulance services in the last 3 years (2019-20, 2020-21 and 2021-22) to Govt. Institutions/any of Central PSU's / any of central Government/ autonomous bodies/reputed firms. Copies of the documents listed below should be submitted as a proof for the above work experience: I. Work Order II. Work Completion Certificates with user Performance from End User		

S.no	Description	Compliance Yes/No	Page Ref. No.
3	As per requirements of AIS 125 (Type B), Model Maruti Eeco or similar Patient Transport Vehicle Service owned by the firm and should have a valid RC Book, Emission certificate FC and valid Insurance etc. (proof to be enclosed)		
4	The annual financial turnover of the tenderer should not be less than Rs.7,20,000/- (Rupees Seven Lakhs Twenty Thousand only) each during the last three financial years i.e 2019-20, 2020-21, and 2021-22. The turnover is to be supported by financial statement of accounts (including balance sheet, profit and loss account statement) (Necessary document proof should be attached).		
III TECHNICAL SPECIFICATION			
1	Make and Model (Patient transport vehicle)	Maruti Eeco or similar	
2	Minimum Seating capacity	As per the requirement of Automotive Industry Standard (AIS) 125 (Type-B) Patient Transport vehicle, details are available in the link of http://morth.nic.in/ais? Page =6	
3	Other Specification		
4	Stretcher		
5	Foldable Carrying Chair		
6	Medicine Cabinet		
7	Oxygen cylinder cage with mask storage facility		
8	IV Bottle holding Hook		
9	Patient Compartment Illumination/ Cabin light and Fan		
10	Warning Lights/Siren		
11	Exterior Design / Painting		
12	Fire Extinguisher		
13	Seats for attendant/companion		
14	First Aid Box		
15	Electric plug point		
16	Facility for drinking water		
17	Stainless Steel Bucket		

Place:

Date:

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

PROFORMA FOR FINANCIAL BID – (BOQ)

HIRING OF ONE MARUTI EECO OR SIMILAR PATIENT TRANSPORT VEHICLE SERVICE (24x7) WITH DRIVER FOR
INSTITUTE HOSPITAL, IIT MADRAS AS PER AIS-125 (TYPE-B)

Tender No. IITM/SPS/ Patient Transport Vehicle/004/2023-24/SPL

Sl.No	Year of Manufacture	Name of the Vehicle (Maruti Eeco or similar) as per AIS 125 (Type B)	Monthly Rental Charge in Rs. Including man power cost Rates quoted by the Bidder should be inclusive of all (Taxes and other statutory levies)	Rate per km within IITM Campus Rates quoted by the Bidder should be inclusive of all (Taxes and other statutory levies)	Rate per km for use outside IITM Campus Rates quoted by the Bidder should be inclusive of all (Taxes and other statutory levies)
1.					

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

(To be given on the letter head of the bidder)

Tender No. IITM/SPS/Hospital Patient Transport Vehicle Service /04/2023-24/SPL

CERTIFICATE

(A - Bidders from India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I am not from such a country.

OR *(whichever is applicable)*

(B-Bidders from Country which shares a land border with India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from _____ (Name of Country) and has been registered with the Competent Authority. I also certify that I fulfill all the requirements in this regard and is eligible to be considered. *(Copy/ evidence of valid registration by the Competent Authority is to be attached)*

Place:

Date:

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

FORMAT FOR SELF-CERTIFICATION UNDER PUBLIC PROCUREMENT POLICY (PREFERENCE TO MAKE IN INDIA) 2017**Tender No.** IITM/SPS/ Patient Transport Vehicle /004/2023-24/SPL**Name of the item /Service:** Hiring of one Maruti Eeco or similar Patient Transport Vehicle Service (24x7) with Driver for Institute Hospital, IIT Madras as per ASI-125(Type-B).

Date: _____

I/We _____ S/o, D/o, W/o, _____

Resident of _____
Hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the Public Procurement (Preference to Make in India) Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020) MOCI order No. 45021/2/2017-PP (BE II) Dt.16th September 2020 & P- 45021/102/2019-BE-II-Part(1) (E-50310) Dt.4th March 2021 and any subsequent modifications/Amendments, if any and

That the local content for all inputs which constitute the said item/service/work has been verified by me and I am responsible for the correctness of the claims made therein.

Tick (✓) and Fill the Appropriate Category	
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 50% and come under "Class-I Local Supplier" category.
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 20% but less than 50% and come under "Class-II Local Supplier" category.

The details of the location (s) at which the local value addition is made and the proportionate value of local content in percentage

Percentage of Local content : _____ %**

Location at which value addition done : _____

For and on behalf of..... (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>

[Note: In case of procurement for a value in excess of Rs. 10 Crores, the bidders shall provide this certificate from statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.]

This letter should be on the letterhead of the quoting firm and should be signed by a competent authority.

** Services such as transportation, insurance, installation, commissioning, and training and after sales service support like AMC/CMC cannot be claimed as local value addition

(To be given on the letter head of the bidder)

Self-Declaration that the Service Provider has not been Black listed

I S/o

R/o police station District Director

/partner/ sole proprietor (Strike out whichever is not applicable) of

..... (Firm or Company) do hereby declare and solemnly affirm:

- I. That the Firm has not been Blacklisted or declared insolvent by any of the Union or State Government / Organization.
- II. That none of the individual / firm / Company Blacklisted or any partners or shareholder thereof has any connection directly or indirectly with or has any subsistence interest in the deponent business / firm company.
- III. That neither the Firm nor any of its partner has been involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police.

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**