



राष्ट्रीय औद्योगिक इंजीनियरी संस्थान (नीटी), मुंबई  
NATIONAL INSTITUTE OF INDUSTRIAL ENGINEERING (NITIE)  
MUMBAI  
Vihar Lake, Mumbai – 400 087  
Website: [www.nitie.ac.in](http://www.nitie.ac.in)

**E-TENDER DOCUMENT FOR**  
**AMBULANCE SERVICE ON 24x7 BASIS**  
**(Hiring of Ambulance Vehicle)**

Last Date & Time of Submission:	20 <sup>th</sup> January, 2023 upto 11.00am.
Date & Time of Opening Bid:	20 <sup>th</sup> January, 2023 at 11.30am. (Tenderer / representative duly authorized by the tenderer in writing is welcome to witness the tender opening)

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# NATIONAL INSTITUTE OF INDUSTRIAL ENGINEERING, NITIE, Mumbai

(An autonomous body under the Ministry of Education, Govt. of India)

## E-TENDER NOTICE

Sealed tender in two bids (Part-01) Technical Bid & (Part-02) Commercial (Price) Bid invited from Registered and Authorised dealer for supply Ambulance to NITIE.

**Tender Document:** E-Tender document will not be issued in person. The E-tender document can be downloaded from <https://www.tenderwizard.com/NITIE> OR [www.nitie.ac](http://www.nitie.ac). Tenders downloaded from the website must be accompanied by requisite tender fee failing which tender will not be considered. Any queries can be cleared from the Office of the Supdt. (CPSC), NITIE, Vihar Lake Road, Mumbai-400087 (Tel: 28573371 Ext. 5539) between 9.30 am. To 4.30 pm. On all working days.

Last date of issue/download of Blank Tender Document:	19 <sup>th</sup> January, 2022 upto 3.00pm.
Last date of submission of completed Tender:	20 <sup>th</sup> January, 2023 up to 11.00am.
Opening of Part-I of the tender:	20 <sup>th</sup> January, 2023 at 11.30am.
NITIE reserves the right to reject any or all the tender without assigning any reason thereof.	
<b>REGISTRAR</b>	

**NATIONAL INSTITUTE OF INDUSTRIAL  
ENGINEERING (NITIE) MUMBAI  
POWAI, MUMBAI-400 087**

**E-TENDER NOTICE FOR HIRING OF AMBULANCE VEHICLE**

NITIE, Mumbai invites sealed tenders for hiring Ambulance vehicle on contract 24 hrs basis for a period of one year extendable for further period subject to satisfactory performance.

Details of Tender fee, EMD, submission of tender and other details are elaborated in the tender document. (Pay through e-Payment mode online on portal, e-Payment facility are available on website for making the payment through Debit / Credit Card / Net Banking)

**Tender Document:** Tender document will not be issued in person. The tender document can be downloaded from <https://www.tenderwizard.com/NITIE> OR [www.nitie.ac](http://www.nitie.ac). Tenders downloaded from the website must be accompanied by requisite tender fee failing which tender will not be considered.

**REGISTRAR**

## **WELL EQUIPPED AMBULANCE SPECIFICATION AND OTHER DETAILS**

1. Type of Vehicle – Tata Winger/Tata Force/Tempo Traveler with AC (Front and Back)
  
2. Model of Vehicle - Provision of Medical Devices and Type of Life SOT Equipment
  - i) Ambulance Vehicles to be provided should not be more than 2 years old and will be produced for inspection before award of contract and documentary evidence
  - ii) Air conditioned Front and Back
  - iii) Oxygen cylinder (2)
  - iv) Monitor with facility for monitoring
    - Cardiac activity
    - Oxygen saturation
    - Blood pressure
    - Pulse rate
    - Respiratory rate
  - v) Provision for IV line stand
  - Vi) Suction Machine
  - Vii) Movable and Wheeled Stretcher
  - Viii) Nebulizer Machine
  - ix) Moveable and wheeled stretcher

## ELIGIBILITY CRITERIA

- 1) The contracting agency / firm / company should be based in Mumbai or having its office in Mumbai and located within a radius of 10-15 kms from Institute.
- 2) Payment to be made on line of “ NITIE, Mumbai” as per following:-
  - i. Rs. 28,000/- (Rupees Twenty Eight Thousand only) as EMD plus taxes.
  - ii. Rs. 500/- (Rupees Five Hundred only) non-refundable as tender document fee plus tax.
- 3) Overwriting / correction in any part of the tender shall not be considered unless duly countersigned by the bidder, otherwise the tender is liable to be rejected.
- 4) The contracting agency/firm/company should have the minimum experience of **5 years as on 31.03.2022** in the field of providing Ambulance Service on hire basis to Govt. Organization, educational institution, Public Sector Undertaking (PSU), or any other reputed private organization, etc. The tenders of the contracting agency / firm / company with inadequate /irrelevant experience as mentioned above are liable for rejection.
- 5) The contracting agency / firm / company should have valid statutory licenses / sanctions / registrations / permits required to run the business, else the tender is liable for rejection.
- 6) The contracting agency / firm / company should have minimum annual turnover of **Rs. 50 Lakhs as per IT returns** and above in each of last three financial years i.e. **2019-2020, 2020-2021 & 2021-2022** in providing Ambulance vehicles on hire basis. Necessary proof to establish the same needs to be enclosed with tender. (CA Certificate)
- 7) The contracting agency/ firm / company should have minimum **3 Ambulance vehicles** and registered as Ambulance vehicles on its Companies name (Copies of the registration certificates to be attached).
- 8) The rates quoted in the bid shall be valid for at least **6 months** from the date of opening of the tender. Tender valid for a shorter period shall be liable for rejection.
- 9) Each page of the tender document shall be stamped and signed by the authorized signatory of the firm.
- 10) Ambulance Vehicles to be provided should not be more than 2 years old and will be produced for inspection before award of contract and documentary evidence.

Date: 16/12/2022

The Registrar,  
National Institute of Industrial Engineering (NITIE),  
Vihar Lake Road, Powai, Mumbai-400 087

**Subject: E - Tender for Hiring Ambulance Vehicle.**

Sir,

With respect to your above mentioned tender, I / We hereby submit my / our tender in the required format along with Company Profile and list of passenger vehicles & make.

Necessary proof of payment towards tender document fee and EMD are also be uploaded.

I / We have carefully gone through the terms and conditions prescribed and I / We accept the same without any alterations / modifications.

Yours faithfully,

**Signature**

**Name & seal of Contracting agency / firm /  
company**

**NATIONAL INSTITUTE OF INDUSTRIAL ENGINEERING (NITIE) MUMBAI**

Tender Document Fee (non-refundable)	Transaction No. _____ dated _____ for Rs. 500/- (In words Rupees Five Hundred only) (name of the Bank) _____ in favour of “NITIE, Mumbai” payable at Mumbai.
Earnest Money Deposit (EMD)	Transaction No. _____ dated _____ for Rs.28,000/- (In words Rupees Twenty Eight Thousand only) (name of the Bank) _____ in favour of “NITIE, Mumbai” payable at Mumbai.

<b>AGENCY / FIRM / COMPANY PROFILE</b>		
<b>Sr. No.</b>	<b>Required information</b>	<b>Description</b>
1	Name of the agency / firm / Company etc.	
2	Address of the agency / firm /company	
3	Legal Status (Proprietor, Partnership Firm, Limited Company, Corporation, etc. Attach proof)	
4	Name, designation, telephone nos. of the contact person Fax No. E-mail id	
5	Month and Year of commencement of Ambulance vehicle hiring business	
6	Statutory details (Photocopies to be attached) : 1. Registration number of the firm. (As per shops and establishment act.). 2. PAN No. 3. GST - Registration number. 4. GST (Submit CA certificate regarding non applicable of GST to firm) etc 5. Organization/Place and Other relevant details	
7	Existing total Ambulance vehicles owned in the name of agency / firm / company {Minimum 3} (Attach Registration Certificate	
8	Have you or your constituent partner(s) been debarred/black Listed from tendering in any organization at any time? If so, give details	
9	Name and title of Director(s)and officer(s) with designation and contact details who will be directly concerned with this work.	



10. List of present and past clients in the following format (*Please use separate sheet if required without changing the format*). Please attach client certificate / work orders, etc. clearly giving period of contract.

Sr. No.	Name of the organization with complete postal address	Name and designation of the contact person with Tel. / Mobile No (s), Email ID.	Period for which the contract is/was awarded	No. of passenger vehicles deployed by your firm on site

11. Turnover in the field of providing Ambulance vehicles on hire basis done during the last three years (please submit any documentary evidence i.e. extract of Profit and Loss account , Balance Sheet & Income Tax return filed)

Financial Years	2019-20	2020-21	2021-22
Details of Annual Turnover (Rs. In Lacs)			
Enclose CA Certificate			
Detail(s) of bank account(s) of the firm in India.			Page No

**12. DETAILS OF STAFF AND DRIVERS ON THE ROLL OF THE FIRM/COMPANY**

Sl. No	Designation	Name & Contact	Educational Qualification	Working since	Salary details	Experience	Remarks
1	2	3	4	5	6	7	8

### 13. DETAILS OF VEHICLES WITH BIDDERS

Sl. No	Name of owner as per Registration of copy of vehicle (enclosed copy)	Vehicle No	Date of Purchase	Insurance Policy no (valid)	PUC Certificate No	Name of Vehicles (Type/ make)	Permit (All India/State)	Passing Capacity including Driver	Remarks
1	2	3	4	5	6	7	8	9	10

Signature(s) of the applicant

**LETTER OF TRANSMITTAL**

From:  
[Full address of the Applicant on Letter Head]

To,  
The Director  
NITIE ,  
Mumbai -87

Sub: Submission of E-Tender for providing Ambulance Vehicle at NITIE Mumbai  
Sir,

Having examined the details given in the Tender document, Technical bid and Price bid document for the above work, we hereby submit the Tender with complete details.

1. We certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. We have furnished all information and details necessary for pre- qualifications and have no further pertinent information to supply.
3. We submit the requisite Banker’s statement and authorize the Director, NITIE, Mumbai to approach the Bank issuing the certificate to confirm the correctness thereof. We also authorize the Director, NITIE, Mumbai to approach individual(s) and corporation(s) to verify our competence and general reputation.
4. We submit the following certificates in support of our suitability, know-how & capability for having successfully completed the following contracts:

Sl. No	Name of the Contracts	Certificate Form
i)	_____	_____
ii)	_____	_____
iii)	_____	_____
iv)	_____	_____
v)	_____	_____

No. of Enclosures:  
Date of Submission:

**Signature(s) of the applicant**

**FORM TECH-1 PROPOSAL SUBMISSION FORM**

[Location, Date]

To  
The Director  
NITIE , Mumbai

Dear Sir,

We, the undersigned, offer to provide vehicle services on hire basis to NITIE , Mumbai, in accordance with your Tender Notice. We are hereby submitting our proposal, which includes this Technical Proposal and Financial Proposal duly sealed in a single envelope.

We hereby declare that all the information and statements made in this proposal are true and we accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the proposal, we undertake to negotiate on the basis of the proposed staff. Our proposal is binding upon us and subject to the modifications resulting from Work Negotiations, as decided by the Director, NITIE Mumbai .

**We undertake, if our proposal is accepted, to initiate the Ambulance Vehicle on hire basis related to the assignment not later than the date indicated in the Work / Office Order.**

We understand that, you are not bound to accept any proposal you receive.

We remain,  
Yours sincerely,

Authorized Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

**CERTIFICATION:**

I, the undersigned, certify that, to the best of my knowledge and belief, the information submitted is correct. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged as the service provider.

I have read the instruction contained in this tender document carefully. I undertake to abide by the rules of the NITIE Mumbai as amended from time to time. I also undertake that in case of any dispute the decision of the Director NITIE Mumbai, will be final & binding on me.

Signature of Bidder or authorized representative of the staff

Date:

Full name of authorized representative: \_\_\_\_\_

### **TERMS AND CONDITIONS**

1. The Contractor will park the Ambulance with his Driver round the clock at the premises of NITIE Dispensary, in perfect running condition with sufficient fuel.

2. Contract ambulance should be equipped with all necessary requirements such as stretcher, oxygen cylinder stand, water tank with wash basin, hook for saline bottle, first aid box, small table like fixtures to keep glass of water medicines, etc.
  3. Contract driver should be provided with a mobile telephone, which should be in working condition.
  4. The movement use of the Ambulance will as per instructions given by the Dispensary authorities from time to time. "The Dispensary Authorities" means Medical Officer and Part-time Doctors or any other person authorized by the Medical Officer. The movement of the vehicle has to be recorded in the log book, which will be provided and signature of the user/authorized Dispensary staff should be obtained after each journey.
  5. A suitable ambulance will have to be provided in case of break down of the regular Ambulance, if the time taken for repairs on the spot exceeds two hours. In case the substitute Ambulance is not made available to us within two hours from the time of the intimation over the phone, the Institute will deduct the necessary charges from the monthly bill to be submitted by you according to the following:
    - a) **Rs. 1500/- for 24 hours default**
    - b) **Rs. 800/- for 12 hours to 24 hours default**
    - c) **Rs. 300/- for less than 12 hours default**
  6. If, while taking any patient from NITIE Dispensary to any other Hospital/Nursing Home or vice versa the Ambulance breaks down on the way the patient will have to be transported to the destination by taxi, the actual expenditure incurred on hiring of the taxi will be recovered from the payable monthly charges to you.
  7. It should be ensured by you that whenever you provide a substitute ambulance, it must have all the required facilities as are made available in your regular Ambulance stated in Item Nos. 1 and 2 above.
  8. Contractor may withdraw the Ambulance for servicing if necessary for one day from 8 am to 6 pm. However, he will provide another Ambulance for the duration till the regular Ambulance is serviced.
  9. The Ambulance will be inspected from time to time by the Dispensary authorities mentioned at Item No. 4 above and also by the Superintendent Security & Transport Department. Whatever defects are pointed out by them they will have to be rectified at your cost as quickly as possible.
  10. Contractor will submit the Bill for payment immediately after completion of the month to Medical Officer, NITIE Dispensary for onward transmission to the Accounts Section. The
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payment will be made by cheque after making necessary adjustments, taxes, if any, as early as possible.

11. The contract will be initially for a period of *one year* from the date of commencement. No increase in the amount of contract will be allowed during the contract period. Any increase in the charges, after the expiry of the contract period, will depend upon the decision of the Institute.
12. If the Driver misbehaves with the Dispensary staff or with the patient (like playing loud music or unnecessary argument etc.) or comes drunk on duty or drives rashly, the contract will liable to be terminated.
13. In case either of the parties decides to terminate the contract (except for the reasons mentioned at 13 above) a minimum *one-month* notice shall be given.
14. Drivers should be provided for performing duties for 24 hours basis and they should be provided with mobile phone by the Vendor.
15. The Ambulance should be available for inspection by Superintendent (Security and Transport) in the first week i.e. by 7<sup>th</sup> day of every month, if not a penalty of Rs.100/- will be imposed.
16. For providing the Ambulance with the above terms and conditions you may quote your monthly charges in figures and words.
17. **An EMD of Rs. 28,000/- (Rupees Twenty Eight Thousand only)** may be paid online on the Portal Draft in favour of NITIE, Mumbai. The EMD of those contractors whose bids have been rejected will be refunded. The EMD of the contractor who has been awarded the contract will be retained by the Institute till the completion of the contract. Quotations without EMD will be summarily rejected.
18. Agreement to be furnished by the Contractor on Rs.500 Stamp Paper.

NITIE, Mumbai 87

## **PRICE BID**

### **STATEMENT ON TYPES OF VEHICLES AND KILOMETERS RUN**

Sl. No.	Particulars	OPTIONS		
		Ambulance Tata Winger with AC (Front and Back) (Model Oct. 2020 or later)	Ambulance Tata Force with AC (Front and Back) (Model Oct. 2020 or later)	Ambulance Tempo Traveler with AC (Front and Back) (Model Oct.2020 or later)
1.	Monthly run upto 1000 KM			
2.	Extra per KM			