

CLINICAL RESEARCH UNIT

(Central Council for Research in Unani Medicine, Ministry of AYUSH, Govt. of India, New Delhi)
Saeeda Hospital Campus, Ganpati Naka, Burhanpur M.P. 450331
Email : (1) cruburhanpur@rediffmail.com (2) cruburhanpur@gmail.com Tel. : 07325-292533

Ref. No.F.No.1-2/TSP/Vehicle/CRU-BRP/2025-26/21

Date : 09.04.2025

To,

**Subject:-Hiring of vehicle for mobile health programme under TSP scheme
in Clinical Research Unit (Unani), Burhanpur (M.P.)- reg.**

Sir,

Clinical Research Unit (Unani) Burhanpur, Central Council for Research in Unani Medicine, an autonomous body under the Ministry of AYUSH, Govt. of India, intends to hire 7 Seater non AC vehicle of the type (BOLERO/Mahindra TUV/SCORPIO/ Equivalent Vehicle) for mobile health programme under TSP scheme in the Unit.

1. Interested parties can send their quote in the prescribed Quotation Form enclosed.

2. Quotation in sealed cover super scribed “Quotation for Hiring of Vehicle” along with a DD/Pay Order for **Rs. 10,000/- (Rupees Ten thousand only)** in favor of **Research Officer In-charge, Clinical Research Unit (Unani), Burhanpur** towards Earnest Money Deposit (Refundable & no interest payable), may be addressed to Research Officer In-charge, Clinical Research Unit (Unani), Saeeda Hospital Campus, Ganpati Naka, Burhanpur (M.P.) - 450331

3. The schedule of receipt and opening of quotations is as under:-

(i) Last Date for submission of Quotation: **02nd May, 2025 (03 PM)**

(ii) Opening of Quotations: **05th May, 2025 (03:30 PM)** in Committee Office Clinical Research Unit (Unani), Burhanpur (In the presence of tenderers or their representatives who wish to be present).

Sd/-

Dr. Yasmin Fatima
R.O. In-charge
CRU Burhanpur

नैदानिक अनुसंधान इकाई

(केन्द्रीय यूनानी चिकित्सा अनुसंधान परिषद, आयुष मंत्रालय, भारत सरकार नई दिल्ली)
सईदा हॉस्पिटल कैम्पस, गणपति नाका, बुरहानपुर (म.प्र.) - 450331

F.No.1-2/TSP/Vehicle/CRU-BRP/2025-26/21

Dated 09.04.2025

निविदा सूचना

किराये का वाहन उपलब्ध कराने हेतु निविदा

नैदानिक अनुसंधान एकक, सईदा अस्पताल परिसर, गणपति नाका, बुरहानपुर में भारत सरकार की परियोजना के अंतर्गत अनुसूचित जनजाति बहुल क्षेत्रों में स्वास्थ्य कार्यक्रम संचालित करने हेतु 01 रजिस्टर्ड वाहन (BOLERO/ Mahindra TUV/ SCORPIO/ Equivalent Vehicle) जो 2022 के पूर्व का ना हो। मासिक आधार पर किराये पर लिया जाना है। इच्छुक निविदाकार कार्यालय समय में निर्धारित फॉर्म प्राप्त कर सीलबंद लिफाफे में जमा करा सकते हैं।

2. निविदा प्रमुख प्रभारी अनुसंधान अधिकारी नैदानिक अनुसंधान एकक बुरहानपुर के नाम से संबोधित रहेगी तथा लिफाफे के ऊपर "आउटसोर्सिंग के आधार पर वाहन किराये पर देने हेतु निविदा" का उल्लेख किया जाना चाहिये। निविदा दिनांक 05/05/2025 को अपरान्ह 03:30 बजे निविदाकारों के समक्ष नैदानिक अनुसंधान एकक बुरहानपुर में खोली जायेगी। निविदा की शर्तें एवं अन्य जानकारी फॉर्म में संलग्न रहेगी। साथ ही इस जानकारी को CCRUM की वेबसाइट (ccum.res.in) से भी डाऊनलोड किया जा सकता है।

3. निविदा जमा करने की अंतिम दिनांक 02/05/2025 अपरान्ह 03 बजे तक होगी।

4. निविदा के साथ धरोहर राशि रुपये 10,000/—(रुपये दस हजार मात्र) का बैंकर्स चेक/डी.डी. प्रभारी अनुसंधान अधिकारी नैदानिक अनुसंधान एकक बुरहानपुर के नाम से देय हो प्रस्तुत करना अनिवार्य है।

5. निविदा को स्वीकृत/अस्वीकृत करने का अंतिम अधिकार प्रमुख प्रभारी नैदानिक अनुसंधान एकक बुरहानपुर का होगा।

डॉ. यासमीन फातिमा
अनुसंधान अधिकारी प्रभारी
नैदानिक अनुसंधान एकक बुरहानपुर म.प्र.

TERMS AND CONDITIONS FOR HIRING VEHICLE IN CRU BURHANPUR

Sealed tenders (double bidding) are invited for hiring 7 Seater, non AC Vehicles (BOLERO/ Mahindra TUV/ SCORPIO/ Equivalent Vehicle) for mobile health programme under TSP scheme in Clinical Research Unit (Unani), Burhanpur M.P.

1. The duty point may be clarified in the Quotation, i.e., charges would be paid duty point to duty point. The time and mileage would be calculated from duty point to duty point so the duty point may be clarified in the quotation.

2. Vehicles will be hired on the following terms and conditions. The tenderer should satisfy himself with the terms and conditions of the contract. No claim on the grounds of lack of knowledge, in any respect, shall be entertained.

3. TERMS AND CONDITIONS OF CONTRACT

(a) The vehicles would be hired for the particular duration as specified by the Competent Authority at the time of hiring of vehicles.

(b) Commercial vehicles will be entertained for official duties. Commercial vehicles must have the commercial permit for performing duty. The rates quoted in the quotation shall remain fixed for one year irrespective of any change in petrol/diesel/gas process, etc.

(c) The rates quoted will be inclusive of all taxes.

(d) Vehicles shall report as per time schedule given to the firm by the Unit. Drivers should have Mobile Telephones also for the purpose of contacting them.

(e) The payment to the Transporter will be made after completion of the one month on submission of pre-receipted bill (s) duly supported by Duty Slip(s)/Log Sheet(s), duly signed by concerned officers. Bills should immediately be submitted by the company after completion of one month, late submission of bills will not be entertained.

(f) The vehicles to be provided to the Unit/council should be in good condition (Model-2022 onward). The Vehicles shall be kept in good running condition and it should have clean upholstery. Other accessories of the vehicles may also be kept in good condition. Vehicle with damaged body due to accidents etc. shall not be sent by the company.

(g) It is preferable to have sufficient experience in the “tour & travel “business in providing vehicles to the Central Government/State Government/Autonomous Bodies/Public Sector Undertakings etc.

(h) The tenderer should ensure that the driver to be provided must possess valid driving license, with two years experience and carry with him all necessary documents like registration certificate, insurance papers, pollution control certificate etc.

(i) Police Verification of the Drivers should have been done by the Company.

(j) The vehicles should be insured comprehensively and should have necessary permits from the Transport Department/Authority.

(k) CCRUM/Unit will not be responsible for any challan, loss, damage, injury, accident etc. to the vehicle or to any other party.

(l) The transporter must have all requisite clearance certificates from the concerned Government agencies as required under relevant rules for travelling in Madhya Pradesh.

(m) The transporter has to maintain proper records to show the number of hours and mileage travelled by every vehicle.

(n) The transporter has to submit a certificate, obtained from the Competent Authority certifying proper status functioning of “Kilometer Meter”.

(o) The drivers of the vehicles must follow traffic rules and other regulations prescribed by the Government from time to time. Drivers should be familiar with all important routes in Burhanpur.

(p) The drivers must always be in clean clothes, must be courteous and well mannered and should always carry a mobile phone with them for easy contact. The driver must not have any criminal record.

(q) The Unit will not pay parking & toll charges.

(r) A penalty of Rs. 2000/- per day per vehicle for default will be levied if any vehicle fails to meet the above terms & conditions on any day.

4. The following documents should be closed along with the quotations:-

(i) Name of the firm/status of the firm (Attach copy of Deeds/Articles of Association/Memorandum Association, whichever applicable).

(ii) Copy of Registration No. of the firm/company with date and validity under Shops/Establishment Act.

(iii) Copy of Income Tax Assessment for the last three years.

(iv) Firm's/Company's Income Tax PAN No. and GST No. (A copy thereof may be attached).

(v) Proof of past performance in Government Departments/Public Sector Undertaking/Autonomous Bodies under Government of India if any.

5. Quotations received after the stipulated date will not be entertained.

6. Research Officer In-charge reserves the right to reject any quotation, in full or in part without assigning any reason thereof. The decision of the Research Officer In-charge in this regard shall be final and binding to all.

7. DD/Pay order for Rs. 10,000/- (Rupees ten thousand only) in favour of Research Officer In-charge, Clinical Research Unit (Unani), Burhanpur, as Earnest Money Deposit (Refundable & no interest payable) is to be enclosed along with filled tender form.

8. Quotations in the prescribed format, supported by the required documents, should be submitted in sealed envelopes duly super scribed "Quotation for Hiring of Vehicles". The quotations should be addressed to

Research Officer In-charge, Clinical Research Unit (Unani), Saeeda Hospital Campus, Ganpati Naka, Burhanpur (M.P.) and should reach by 02.05.2025 up to 03:00 PM, which shall be opened on 05.05.2025 at 03:30 PM.

Sd/-
Dr. Yasmin Fatima
R.O. In-charge
CRU Burhanpur

Financial Bid/वित्तीय बोली

PART A-RATES

QUOTATION FOR HIRING OF VEHICLE CLINICAL RESEARCH UNIT (UNANI), BURHANPUR

S. No.	Details of Distance/Time	BOLERO	Mahindra TUV	SCORPIO	Equivalent Vehicle
1.	Rates for 100 kms/8:00 hrs. per Day				
1-A	A Rates per additional kms Beyond 100 kms				
1-B	Rates per additional hrs. beyond 8:00 hrs.				
2.	Rates for 80 kms/8:00 hrs. per Day				
2-A	A Rates per additional kms Beyond 80 kms				
2-B	Rates per additional hrs. beyond 8:00 hrs.				

I / WE ACCEPT ALL THE TERMS AND CONDITIONS MENTIONED IN THE FORM.

Dated.....

(SIGNATURE OF THE AUTHORISED SIGNATORY)
SEAL OF THE COMPANY/FIRM

Technical Bid/तकनीकी बोली

PART-B DETAILS OF THE COMPANY/FIRM QUOTATION FOR HIRING OF VEHICLE IN CRU BURHANPUR

1.	Name of the firm/company/Travel Agent	
2.	Complete address with Pin-code	
3.	Name of the Proprietor/Partner/Director	
4.	No. of vehicle attached with the agency if any (Attach copy of Registration Certificate)	
5.	No. of years of experience in providing taxis in Government/Public Sector if any	
6.	Vehicles valid Insurance Certificate (Attach copy of Insurance Certificate)	
7.	PAN No.	
8.	GST Registration No.	
9.	Telephone No.	
10.	Mobile No.	
11.	E-mail address	
12.	EMD Details DD No. & Bank Name	

I / We accept to all the terms and conditions as mentioned in the Tender Form.

Dated:

Signature of the Authorized Signatory
Seal of company

Name, Address of Party/Firm/Agency_____

Company & Telephone No._____

UNDERTAKING

To,

Research Officer In-charge

Clinical Research Unit (Unani), Burhanpur

Subject:-Tender for providing vehicle on outsourcing basis - regarding

Sir,

1. I/We here by agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves to abide by the said terms and conditions.
3. I/we hereby under take that our party/firm has never been debarred or blacklisted from any Govt./Autonomous/Private or any other organization.
4. I/We hereby under take that there is no pending legal case or liability towards our party/firm from any Authority under any Law/Act.
5. The Driver engaged has no legal or criminal case pending against him. Police verification or driver has been got done and that the firm/ company takes full responsibility of the driver related to his character and antecedents etc.

Date:-----

(Signature of the bidder)

Name:-.....

Company Seal:-.....

Place:-.....