



**Government of West Bengal**  
**OFFICE OF THE MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL**  
**MAHARAJA JITENDRA NARAYAN MEDICAL COLLEGE & HOSPITAL**  
**SILVER JUBILEE ROAD, COOCH BEHAR - 736101**

Memo No: 3180/MSVP/ MJNMCH/2026

Date: 30/06/2026

**NOTICE INVITING e-TENDER (NIT) FOR HIRING OF VEHICLE(2<sup>nd</sup> Call)**

With reference to the Memo vide No. H/TDE/226/HFW-51011/3/2021-TRANS SEC(DHS)(HFW) Dated 31-03-2022 of the Senior Special Secretary to the Govt. of West Bengal, Transport Branch, 01 (One) number of vehicle will be hired for the office of the Medical Superintendent cum Vice Principal, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar for use of **Accounts Section and other Official Works** initially for 1 (One) Year and extendable further up to 03 (Three) years subject to satisfactory performance.

Intended bidders are requested to submit their bids through e-Tender Portal ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)) following the terms & conditions of this NIT and as per the date schedule mentioned below:

The Medical Superintendent Cum Vice Principal, MJN Medical College and Hospital, Cooch Behar, having its office at Silver Jubilee Road, Cooch Behar - 736101 is inviting e-Tender in Two bid System for Hiring of Vehicle(s). The rate is to be quoted item wise as per BOQ.

| Sl. No | Particulars                                                                                                                  | Qty.    | EMD Amount |
|--------|------------------------------------------------------------------------------------------------------------------------------|---------|------------|
| 1.     | Maxi Cab (BS Stage-III/IV or higher)with Engine Capacity equal or less than 2000 C.C without(Air Condition)6+ seats Capacity | 1 (One) | Rs. 5000/- |

The intending bidder will have to deposit Earnest Money of Rs. 5,000/- to be deposited through the portal i.e. online and the copy of the receipt is to be given with the Technical bid.

**GENERAL INSTRUCTIONS:**

The intending bidder may download the bid documents free of cost from [www.wbtenders.gov.in](http://www.wbtenders.gov.in) from 03-07-2026 and Tender Notice from [www.wbhealth.gov.in](http://www.wbhealth.gov.in) / [www.coochbehar.nic.in](http://www.coochbehar.nic.in).

**Time Schedules for the tender:**

| Sl. No. | Particulars                                                                                                   | Date(s)                 |
|---------|---------------------------------------------------------------------------------------------------------------|-------------------------|
| 1.      | Date of uploading of Tender, Documents (online) from this end.                                                | 03/07/2026 at 5:00 pm   |
| 2.      | Online Document Download start date                                                                           | 03/07/2026 from 5:00 pm |
| 3.      | Online document Download End Date                                                                             | 12/07/2026 till 5:00 pm |
| 4.      | Bid submission start date                                                                                     | 03/07/2026 from 5:00 pm |
| 5.      | Pre -bid college meeting Council to be held at office of Tender Inviting Authority at room of his institution | 08.07.2026 at 2pm       |
| 5.      | Bid submission End date                                                                                       | 13/07/2026 at 5:00 pm   |
| 6.      | Technical Bid opening date                                                                                    | 15/07/2026 at 5:00 pm   |
| 7.      | Financial Bid opening date                                                                                    | Will be notified later  |

### **TERMS & CONDITIONS OF HIRING:**

- a) Vehicle must be diesel operated & **BS-IV** onwards
- b) Vehicle must have Commercial registration of current validity.
- c) Vehicle must possess necessary permit for Cooch Behar district.
- d) Vehicle will be hired initially for the period of 1 (One) Year which may be extended further for the period of 03 (Three) years subject to satisfactory performance.
- e) Monthly hiring rate is for 10 hours a day and additional charge @ Rs. 20/- per hours beyond 10 hours in a day will be given by the office i.e. Rs. 20/- per hours,
- f) The vehicle should be provided with Driver and no remuneration and food shall be provided to the driver by the office. Driver should have valid driving license, good behavior & moral character, physically and mentally alert, having mobile phone. Change of driver shall be intimated to the office in well ahead.
- g) Contract will be terminated by giving one month notice from either side without assigning any reasons thereof.
- h) Payment will be made on monthly basis. Income Tax TDS shall be levied from the bill as per Government Acts & Rules.
- i) In case of any breakdown or mechanical fault of the vehicle, the supplier will be liable to provide similar type of vehicle forthwith and the supplier will also ensure to resume the service of tendered vehicle after necessary repairing and servicing, at an earliest maximum within 03 days.
- j) No repair charges either in petty or heavy in nature due to the breakage of vehicle during (i) accident, (ii) normal circumstances and (iii) Bandh or Hang etc. shall be given.
- k) During any accident, compensation to the public in the shape of causing injury or damage to (i) any public (ii) any cattle (iii) any permanent /temporary structure shall be borne by the supplier.
- l) The tenderer also reserves the right to cancel the contract summarily in case of involvement of the vehicle in any unlawful activity and breach of contract.
- m) The authority reserved the right to accept / reject any or all tender without assigning any reason thereof.

### **Type of vehicle required**

| Types of vehicle                                                                                                                                                                                                                                                                                                                          | Paper required                                                                                                                                                                                                                                                                            | Rate                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Maxi Cab (BS Stage – III/IV or higher) with Engine Capacity equal or less than 2000 CC without Air-condition, 6-seats capacity. Rate day 490/- per day (Maximum). Fuel Consumption – 01 Liter Diesel per 10 KM Mobil Oil @5 litres per 2500 KM run will be issued from office. As per Notification No. 3564-WT/3M-81/98 Dated 24-11-2008) | <ol style="list-style-type: none"> <li>1. Commercial Certificate of Registration of the vehicle</li> <li>2. Blue Book</li> <li>3. Cooch Behar district / All West Bengal Permit</li> <li>4. Pollution Certificate</li> <li>5. Road Tax</li> <li>6. Valid Insurance Certificate</li> </ol> | Rate to be quoted in the shape of figure within maximum rate |

**“BID A”:** Technical Documents: **STATUTORY COVER**, containing the following documents (SINGLE FILE MULTIPLE PAGE SCANNED)

**EMD:** Rs 5,000/- (Five Thousand) as Earnest Money for the whole tender Or EMD exemption NSIC Certificate / SSI (MSME) ACKNOWLEDGEMENT MUST be submitted.

OTHER STATUTORY Containing the following documents:-

(a) Company Specific Technical Documents:- (SINGLE FILE MULTIPLE PAGE SCANNED)

Required Documents:

- (a) Pan card of Bidder
- (b) Income tax Acknowledgement (AY-21-22)
- (c) Previous Experience (if available)

(b) "BID B": FINANCIAL COVER: BOQ

The folder as "Financial Bid" shall contain: Base Rate per Accounting Unit exclusive of GST or service tax to be quoted.

*Day*  
*30/6/26*  
Medical Superintendent cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar

Memo No: 3180MSVP/ MJNMCH/2026

Date: 30 /0 6 /2026

Copy forwarded to for information & necessary action please -

1. The DME, Govt. of West Bengal, Swasthya Bhawan, Kolkata-700091
2. The DHS, Govt. of West Bengal, Swasthya Bhawan, Kolkata-700091
3. The Sabhadhipati, Coochbehar Zila Parishad, Coochbehar
4. The Principal, M.J.N. Medical College & Hospital, Cooch Behar-736101
5. The District Magistrate, Cooch Behar-736101
6. The CMOH, Cooch Behar
7. The Sub-Divisional Officer, Cooch Behar (Sadar).
8. The RTO, Coochbehar-736101
9. The DIO, NIC, Coochbehar with request to upload in website.
10. The IT Cell, Dept. of Health & Family Welfare, Swasthya Bhawan
11. Office Notice Board. MJNMC&H, Coochbehar
12. Office copy

*Day*  
*30/6/26*  
Medical Superintendent cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar