

**TENDER DOCUMENT FOR HIRING OF AMBULANCE WITH DRIVER AT GB
PANT INSTITUTE OF ENGINEERING & TECHNOLOGY, PAURI**



**Govind Ballabh Pant Institute of Engineering & Technology (GBPIET),
Pauri Garhwal**

(An Autonomous Institute of Government of Uttarakhand)
(Formerly known as G.B. Pant Engineering College (GBPEC))
Village & Post: Ghurdauri Dist: Pauri Garhwal, Uttarakhand - 246194-
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Website: www.gbpiet.ac.in,
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NOTICE INVITING e-TENDER (e-NIT)

Tender No.: 470/Reg.Off/2026

Date: 12.02.2026

GB Pant Institute of Engineering & Technology, Pauri invites **Online e-Tenders** in Two-Bid System (Technical Bid and Financial Bid) from eligible, experienced, and reputed contractors/agencies/firms for **Hiring of Basic Life Support (BLS) Ambulance with Driver** for the Institute Health Care Centre.

TENDER SCHEDULE

Sr. No.	Activity	Schedule
1	Tender Notice No.	470/reg.Off/2026
2	Estimated Cost	₹ 7,50,000/- (Seven lakh and 50 thousand Only)
3	Tender Fee	₹2,360/- (₹2,000 + 18% GST)
4	EMD Amount	Rs. 22,500/-(Rupees Twenty-Two Thousand and Five Hundred Only)
5	Contract Period	03 Years (Can Be extended on the basis of Service & Vehicle condition) 05 Years if new vehicle is provided and purchase exclusively for our Institute. (Can Be extended on the basis of Service & Vehicle condition)

IMPORTANT DATES

Sr. No.	Activity	Date	Time
1	Tender Publication Date	14.02.2026	—
2	Bid Submission Start Date	15.02.2026	10:00 AM
5	Bid Submission End Date	09.03.2026	05:00 PM
6	Technical Bid Opening Date	10.03.2026	11:30 AM
7	Financial Bid Opening Date	Will be intimated to technically qualified bidders through e-tender portal	—

MODE OF SUBMISSION

Online submission only through **UK e-Procurement Portal:**
<https://uktenders.gov.in>

TENDER DOCUMENT AVAILABILITY

Tender documents can be downloaded free of cost from:

- **UK e-Procurement Portal:** <https://uktenders.gov.in>
- **Institute Website:** www.gbpiet.ac.in

PAYMENT OF TENDER FEE & EMD

Director GBPIET, Pauri, Uttarakhand

CONTACT DETAILS

Registrar Office

GB Pant Institute of Engineering & Technology, Pauri

Email: registrar@gbpiet.ac.in

Phone:

Director
GB Pant Institute of Engineering & Technology, Pauri

SECTION 1: ONLINE BID SUBMISSION

Use <https://uktenders.gov.in>

SECTION 2: ELIGIBILITY CRITERIA

2.1 Pre-Qualification Requirements

All bidders must meet the following criteria. Non-compliance will lead to outright rejection:

Sr. No.	Criteria	Supporting Documents Required
1	Legal Entity: Registered as Company/Partnership Firm/Proprietorship under relevant Indian Acts	<ul style="list-style-type: none">• Certificate of Incorporation/Registration• Partnership Deed (if applicable)• GST Registration Certificate• PAN Card• Trade License
2	Experience: Minimum 3 years of experience in providing ambulance services	<ul style="list-style-type: none">• Work Orders/Agreements• Completion Certificates• Performance Certificates• Client contact details for verification
3	Financial Turnover: Average annual turnover of minimum Rs. 3,75,000/- for last 3 financial years:- 2022-23- 2023-24- 2024-25	<ul style="list-style-type: none">• Audited Balance Sheets (3 years)• Income Tax Returns (ITR) certified by CA• CA Certificate for turnover
4	Past Performance: Ambulance Service Provider.	<ul style="list-style-type: none">• Work Orders with values• Completion Certificates• Performance/Satisfaction Certificates from clients
5	Statutory Compliance: Valid registrations for:- ESI (if applicable)- EPF- Labour License- GST (if Applicable)	<ul style="list-style-type: none">• ESI Registration Certificate• EPF Registration Certificate• Labour License• GST Certificate

6	Non-Blacklisting: Not blacklisted/debarred by any Government/PSU/Educational Institute/Corporate during last 5 years	<ul style="list-style-type: none"> • Self-Declaration on company letter head
7	Ambulance Vehicle: Ownership/Lease of suitable ambulance vehicle Preference Can be Given if the Service provider can Supply New Ambulance to the Institute.	<ul style="list-style-type: none"> • Vehicle RC (in name of bidder) • Valid Insurance Certificate • Fitness Certificate • Road Tax Receipt • Pollution Certificate • Valid State/National Permit

2.2 Ambulance Vehicle Specifications

Mandatory Requirements:

Specification	Requirement
Type	Basic Life Support (BLS) Ambulance - Type C/D
Model Year**	2025 or later
Vehicle Make	Tata Winger / Force Traveller / Mahindra Supro / Maruti Eco (Ambulance variant) or equivalent reputed brand suitable for hilly terrain
Kilometers Run	Maximum 10,000 km from date of registration / Or New Vehicle
Color	White (Mandatory) with "AMBULANCE" written in Red on front & rear
Seating Capacity	<ul style="list-style-type: none"> • One stretcher (minimum 6 feet x 2 feet) • Minimum two attendant seats • Driver cabin: 2 seats
Engine Compliance	BS-6 compliant (Mandatory)
Safety Features	ABS (Anti-lock Braking System) preferred for hilly terrain
Registration	Registered as "Ambulance" with RTO (not private vehicle)
Ownership	Registered in the name of bidder OR valid lease/hire agreement

** Preference will be given to the firm who can provide new ambulance in the name of Institute.

Note for Hilly Terrain:

- Vehicle must be suitable for Uttarakhand's mountainous roads
- Good ground clearance
- Efficient braking system
- Low maintenance requirements

SECTION 3: SCOPE OF WORK**3.1 Services to be Provided**

The successful bidder shall provide:

The maximum running of the vehicle is fixed upto 25000 km (Per Year) without maintenance. However, if the running exceeds the prescribed limit, the vehicle maintenance is borne by the institute at Rs 5/km above 25000. (For eg. If the total running is 28000 km, then maintenance bear by the institute will be $3000 * 5 = \text{Rs } 15000$)

A. AMBULANCE VEHICLE (01 No.)**Vehicle Specifications:**

1. **Condition:** Excellent mechanical and physical condition
2. **Documents:** Valid RC, Comprehensive Insurance, Fitness Certificate, Pollution Certificate, Road Permit
3. **Branding:** Institute name and emblem to be displayed (cost borne by contractor)
4. **Registration:** In the name of bidder with valid Uttarakhand state permit

Essential Equipment & Accessories (as per BLS/WHO Norms):

Sr. No.	Equipment	Quantity
1	Foldable Stretcher cum Trolley (6 ft x 2 ft minimum)	1
2	Wheelchair (Folding type)	1
3	Oxygen Cylinder (Portable, Size B/D) with Regulator & Stand	1
4	Oxygen Masks (Adult, Pediatric, Nebulizer)	3 sets
5	BP Apparatus (Digital/Aneroid) with Stethoscope	1
6	Pulse Oximeter (Digital)	1
7	Thermometer (Digital, Non-contact)	2
8	Glucometer with strips	1

9	Suction Machine (Battery/Manual)	1
10	Ambu Bag (Adult & Pediatric)	1 each
11	Fire Extinguisher (ABC Type, 2 Kg)	1
12	First Aid Kit (Complete - detailed list below)	2
13	IV Stand/Hooks (Fixed)	2
14	Bedpan & Urinal (Stainless Steel)	1 each
15	Blankets (Clean, washed)	2
16	Mackintosh/Waterproof Sheet	2
17	Cervical Collar (Adjustable)	1
18	Arm Sling	1
19	Tourniquet	2
20	Kidney Tray (Stainless Steel)	1
21	Scissors (Bandage/Trauma)	2
22	Splints (Various sizes)	1 set
23	Torch (Rechargeable LED)	1
24	Patient Compartment Fan & Adequate Lighting	As required
25	Anti-skid Flooring	Complete
26	Dustbin (Covered, for bio-medical waste)	1
27	Sharps Container	1
28	PPE Kit (for driver - masks, gloves, sanitizer)	Adequate stock

Vehicle Maintenance & Cleanliness Requirements:

1. Daily:

- Clean interior and exterior
- Sanitize all surfaces
- Check all equipment functionality
- Fuel tank minimum 50% full (approximately 50 km range)
- Odometer functional (tampering prohibited)

2. Weekly:

- Deep cleaning and sanitization
- Check tire pressure and condition
- Test all lights, horn, indicators
- Verify all medical equipment

3. Monthly:

- Professional servicing as per manufacturer schedule
- Check/replace medical supplies expiry items
- Vehicle inspection by Institute Medical Officer

4. Vehicle Standards:

- All tires with proper tread depth
- Working headlights, tail lamps, indicators, brake lights
- Horn, speedometer, odometer functional
- Clean upholstery with washable seat covers
- All doors and windows properly functioning
- No oil leakage, unusual noise, or bad odor
- Air conditioning system working (if equipped)
- Institute name/emblem displayed prominently

B. Ambulance with driver services will be for 24x7

Qualification & Experience:

Requirement	Specification
Minimum Qualification	10 th Pass (12 th preferred)
Driving License	Valid Light Motor Vehicle (LMV) license with minimum 3 years driving experience
Medical Fitness	Medically fit with 6/6 vision (with/without correction)No contagious diseases/Physically fit for hilly terrain driving
Age	Between 25 to 50 years
Police Verification	Mandatory - No criminal record, Character certificate from local police
Training	<ul style="list-style-type: none">• Basic First Aid training certificate (mandatory)• BLS training (preferred)• Hill driving experience mandatory

Language Proficiency	Fluent in Hindi (Mandatory)/ Garhwali Working knowledge of English (Preferred)
Skills	<ul style="list-style-type: none"> • Excellent knowledge of Pauri district and nearby areas • Familiar with routes to major hospitals in region • Good driving skills in hilly terrain • Courteous behavior and professional attitude
Health & Conduct	<ul style="list-style-type: none"> • No tobacco/alcohol consumption during duty • Clean uniform and personal hygiene • Punctual and disciplined

1. Communication

- Mobile phones with active connection (cost borne by contractor)
- Must be reachable 24x7
- Contact numbers shared with Institute

2. Uniform:

- Clean uniform (2 sets for driver per annum, provided by contractor)
- Photo Identity Cards displayed at all times
- Shoes/footwear appropriate for duty

3. Documentation:

- Daily logbook maintenance mandatory
- Attendance register at Health Care Centre
- Trip details with signatures

4. Deployment Certificate:

- Medical fitness certificate (to be renewed annually)
- Police verification certificate
- Age proof
- Address proof
- Driving license (original to be verified)

Driver Responsibilities:

1. Report to Medical Officer/designated authority daily
2. Maintain vehicle cleanliness and readiness
3. Follow all traffic rules strictly
4. Be courteous with patients and attendants

5. Assist in loading/unloading of patients safely
6. Maintain confidentiality of patient information
7. No unauthorized use of ambulance
8. Immediate reporting of any vehicle issues
9. Maintain daily logbook accurately

3.2 Service Area & Operational Details

Primary Service Area:

- GB Pant Institute of Engineering & Technology, Pauri campus

Secondary Service Area:

- Any hospital within Pauri Garhwal district
- Nearby districts: Dehradun, Haridwar (as directed)

Extended Area:

- Entire Uttarakhand state for emergency requirements
- Delhi NCR (in case of specialized medical emergencies with prior approval)

Service Utilization:

Parameter	Details
Service Hours	24 hours x 7 days (Round the clock)
Response Time	Within 15 minutes of call during day time Within 30 minutes during night (10 PM - 6 AM)
Beneficiaries	Institute students, staff, faculty, and their dependents only
Service Nature	Completely cashless for beneficiaries

Trip Authorization & Documentation:

Every trip must have:

1. Authorization from Medical Officer/Duty Doctor
2. Patient name and details
3. Pickup point and destination
4. Attendant(s) name
5. Purpose of trip
6. Odometer reading (start & end)
7. Time of departure and arrival
8. Medical Officer's signature

3.3 Fuel & Running Costs

- Institute provides fuel for all services at 10 km per litre

Other Running Costs (Contractor's Responsibility):

- Engine oil, coolant, brake oil
- Minor repairs and spare parts
- Servicing charges
- Road Tax
- Insurance renewal
- RTO fees
- Permit charges
- Any other operational cost

Institute Will NOT Pay For:

- Traffic fines/challans
- Accident damages/repairs
- Major breakdowns due to negligence
- Unauthorized usage costs

SECTION 4: TERMS & CONDITIONS

4.1 Contract Period

Initial Period: Three (3) year from date of Work Order. However the firm who registered the vehicle in the name of Institute, the work order will be given for the 5 years.

Extension:

- Renewable for up to **two more years** (one year at a time)
- Based on:
 - Satisfactory performance
 - Mutual consent
 - Institute requirements
 - Written approval by Competent Authority
- Same terms and conditions unless revised

Maximum Total Duration: 3 years/ 5 Years

4.2 Tender Fee

In the name Director GBPIET Pauri

4.3 Earnest Money Deposit (EMD)

Amount: Rs. 22,500/- (Rupees Twenty Two Thousand Five Hundred Only)

In the name Director GBPIET Pauri

Refund:

- Unsuccessful bidders: Within 60 days of contract award
- Successful bidder: After submission of PSD/PBG

Forfeiture: EMD will be forfeited if bidder:

- Withdraws bid during validity period
- Modifies bid after submission
- Fails to accept Work Order
- Fails to submit PSD/PBG within stipulated time
- Fails to execute Agreement
- Provides false/misleading information

4.4 Performance Security Deposit (PSD)

Amount: EMD amount Will be Converted into Security Deposit.

Submission: Within **15 days** of Letter of Intent (LOI)/Work Order

Validity: Contract period + 60 days

Refund: Within 60 days after contract completion, after adjusting all dues/penalties

Deductions from PSD:

- Penalties as per penalty clause
- Damages to Institute property
- Unpaid statutory dues
- Any other liabilities

4.5 Statutory Compliance

The contractor shall comply with ALL applicable laws:

Central & State Labor Laws:

Vehicle Related Laws:

1. Motor Vehicles Act, 1988
2. Motor Vehicles Rules (Uttarakhand)
3. Environmental Protection Act
4. All RTO regulations

Contractor's Responsibilities:

1. Minimum Wages:

- Pay wages not less than minimum wages notified by State Government for Uttarakhand
- Current minimum wage for skilled worker in Uttarakhand: As per latest Government notification

2. Record Maintenance:

- Attendance register
- Wage register
- Overtime register
- Leave register
- Accident register
- All statutory registers as per law

3. Returns & Compliance:

- Monthly EPF return (ECR)
- Monthly ESI return
- Annual returns as required
- Labour License renewal
- Inspection cooperation

Institute's Rights:

1. Verify wage payment to drivers before bill clearance
2. Inspect all statutory registers
3. Cross-check EPF/ESI deposits
4. Report violations to Labor Department
5. Withhold payment for non-compliance
6. Terminate contract for serious violations

4.6 Wages & Payment to Drivers

Wages must comply Uttarakhand minimum wages rule.

4.7 Maintenance & Breakdown

Maintenance

- Ambulance shall be serviced regularly as per manufacturer guidelines.
- Maximum **48 hours/month maintenance downtime** allowed with prior intimation to the Medical Officer.
- Replacement ambulance must be provided during maintenance.
- All maintenance, spare parts, labour and service costs shall be borne by the contractor.
- Maintenance records must be maintained and produced when required.

Breakdown Handling

- Medical Officer must be informed immediately in case of breakdown.
- Alternate vehicle should be arranged promptly, especially if a patient is involved.
- Extra expenses due to breakdown shall be borne by the contractor.
- Frequent breakdowns may require vehicle replacement or contract review.

Accident / Damage

- Contractor responsible for insurance, repairs and legal liabilities.
- Replacement ambulance mandatory during repair period.

4.8 Control & Monitoring

Reporting

- Ambulance shall remain stationed at the Health Centre unless on duty.
- Driver reports to the Medical Officer at shift start and maintains attendance.
- Administrative matters handled through Registrar/authorized office.

Documentation

Daily Logbook

- Date, shift timing, driver details, trip details, odometer readings, patient details (if applicable) and Medical Officer verification.

Monthly Reports

- Vehicle usage summary.
- Maintenance/service details.
- Driver attendance and statutory compliance.
- Incident report, if any.

Restrictions

- Ambulance strictly for Institute use only.
- No sub-contracting without approval.
- Prior approval required for vehicle/driver change or major repairs.

Inspection

- Periodic and surprise inspections may be conducted.
- Observed deficiencies should be rectified promptly.

4.9 Quality & Standards

Driver Conduct

- Professional, polite and responsible behaviour required.
- Proper hygiene, uniform and fitness expected.
- No intoxication, smoking, rash driving or phone use while driving.
- Serious or repeated misconduct may require driver replacement.

Vehicle Cleanliness & Equipment

- Daily cleaning and proper sanitization required.
- Equipment must remain functional and stocked.
- Regular deep cleaning and inspection recommended.

Vehicle Rejection

Ambulance may be rejected if:

- Poor hygiene or foul smell
- Non-functional equipment
- Safety concerns or expired supplies

SECTION 5: PENALTIES & BREACH

5.1 Detailed Penalty Structure

Penalties are indicative, kept moderate, and may vary depending on severity. Repeated defaults may lead to contract review.

Sr	Nature of Default	1st Instance	2nd Instance	3rd Instance
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1	Ambulance non-availability (no replacement)	Alternate vehicle cost + Rs.500	Cost + Rs.1,000	Contract review
2	Breakdown during trip (no quick alternate)	Cost + Rs.1,000	Cost + Rs.1,500	Review action
3	Driver misconduct / absence	Warning + Rs.500	Rs.1,000	Driver replacement / review
4	Unclean ambulance / minor equipment issue	Rs.300	Rs.500	Rs.1,000
5	Unauthorized ambulance use	Rs.2,000	Rs.3,000	Contract review
6	Invalid documents / statutory non-compliance	Rs.1,000	Rs.2,000	Suspension till compliance

General Provisions

- Minor penalties may be deducted from bills; major from security deposit.
- Contractor shall be given opportunity to explain major issues.
- Persistent violations may lead to contract termination.
- Institute reserves right to recover damages or take legal action if necessary.

5.2 Contract Termination

The Institute may terminate the contract in case of serious breach or persistent poor performance.

Grounds for Termination

Serious Breach (Immediate Action Possible):

- Fraud, false documents or misrepresentation.
- Unauthorized sub-contracting.
- Repeated major breakdowns or unsafe vehicle condition.
- Driver intoxication or serious negligence.
- Non-payment of staff wages or statutory dues.
- Abandonment of ambulance service.
- Insolvency, blacklisting or legal disqualification of contractor.

Performance Issues:

- Continuous poor service or repeated penalties.
- Ambulance unavailable for extended period.
- Failure to comply with inspections or contract conditions.

Termination Process

By Institute (With Cause):

- Show-cause notice with reasonable reply time.
- Opportunity to explain before final decision.
- Security deposit adjustment if required.
- Final settlement after dues adjustment.

By Either Party (Without Cause):

- Normally **90 days written notice**.
- Services to continue during notice period.
- Security deposit refunded after settlement.

After Termination

- Return of Institute property, records and access items.
- Settlement of dues/penalties.
- Institute may restrict future participation in case of serious breach.

5.3 Force Majeure

Neither party shall be liable for failure to perform obligations due to events beyond reasonable control.

Events Covered

- Natural disasters (flood, earthquake, landslide, epidemic, etc.).
- War, civil disturbances or government restrictions.
- Industry-wide strikes or similar unavoidable events.

Conditions

- Affected party must inform the other promptly with proof.
- No penalties during the force majeure period.
- Obligations resume once normal conditions return.

- If disruption continues for a long period, either party may mutually review or terminate the contract without penalty.

Not Considered Force Majeure

- Financial or operational issues of contractor.
- Poor maintenance, staffing or mismanagement.
- Routine weather or supply problems.

SECTION 6: FINANCIAL TERMS

6.1 Payment Terms

Billing Cycle: Monthly (1st to last day of month)

Bill Submission Timeline:

Activity	Deadline
Monthly bill submission	Within 5 days of month end
Institute verification	Within 10 days of bill receipt
Query/clarification (if any)	Within 3 days of query
Revised bill (if required)	Within 3 days
Payment processing	Within 20-25 days of correct bill submission

Payment Mode:

- NEFT/RTGS to contractor's bank account
- Through PFMS (Public Financial Management System)
- No cash/cheque payment

No Advance Payment

SECTION 7: BID SUBMISSION REQUIREMENTS

7.1 Two-Bid System

Bidders must submit bids in TWO separate covers online:

COVER 1 - TECHNICAL BID

Must contain (upload in sequence on e-Procurement portal):

Sr.	Document	Format	Page Limit
1	Index/Checklist	PDF	1-2
2	Bid Submission Letter (Annexure-C)	PDF	1-2
3	Tender Fee Payment Receipt	PDF	1

4	EMD Payment Receipt	PDF	1-2
5	Company Profile (Annexure-E)	PDF	5-10
6	GST Registration Certificate or PAN	PDF	1-2
7	Experience Certificates (Annexure-F)	PDF	As applicable
8	Certificates of Past Work	PDF	As applicable
9	Non-Blacklisting Declaration (Annexure-G)	PDF	1-2
10	Vehicle Documents: <ul style="list-style-type: none"> • Registration Certificate (RC) • Comprehensive Insurance • Fitness Certificate • Pollution Certificate • Road Tax Receipt • State/National Permit 	PDF	5-10
11	Bank Account Details (Annexure-I)	PDF	1
12	All pages of Tender Document	PDF	Signed & stamped

All documents must be:

- Self-attested by authorized signatory
- Clearly legible
- In PDF format (except BOQ)
- Uploaded on e-Procurement portal

COVER 2 - FINANCIAL BID (BOQ)

Must contain:

1. **Bill of Quantities (BOQ)** - Excel format as provided
 - Download BOQ from e-Procurement portal
 - Fill ONLY unprotected cells
 - Do NOT modify format/formula/structure
 - Save and upload
 - Modified BOQ = Bid Rejection

IMPORTANT:

- Financial Bid will be opened ONLY for technically qualified bidders
- Conditional bids will be rejected
- Rates must remain valid for entire contract period

SECTION 8: BID EVALUATION

8.1 Technical Evaluation

Evaluation as per section 2.1 and 2.2.

8.2 Financial Evaluation

Only for Technically Qualified Bidders

Comparison Basis:

- **Total Annual Cost** (excluding GST)
- GST will be paid extra as applicable
- Lowest Total Annual Cost = L1 (Successful Bidder)

8.3 Award Criteria

L1 Bidder = Successful Bidder

Subject to:

1. Meeting all technical criteria
2. Acceptable and reasonable rates
3. No adverse findings during verification
4. Approval by Competent Authority (Director, GBPIET)

Institute Reserves Right To:

- Accept or reject any/all bids without reason
- Negotiate with L1 bidder
- Split contract (if multiple vehicles required)
- Not award contract to anyone
- Cancel tender process
- Call for revised bids
- Seek additional information/clarifications

No claim for:

- Expenses incurred in bidding
- Loss of opportunity
- Damages
- Compensation

SECTION 9: AWARD OF CONTRACT

9.1 Letter of Intent (LOI)

LOI will normally be issued to the L1 bidder within about 15 days of financial bid opening, subject to approvals. It will indicate contract value, accepted rates, validity period (generally 30 days), compliance conditions and timeline.

The selected bidder shall submit within 15 days: signed LOI acceptance, Performance Security Deposit EMD Will be Converted. updated vehicle documents including insurance and originals for verification, final driver documents (fitness certificate, police verification, readiness for duty), required undertakings such as service commencement, statutory compliance, indemnity bond, and any additional document specified in LOI. Non-compliance may lead to bid rejection and EMD forfeiture.

9.2 Vehicle & Driver Inspection

Before work order issue, vehicle inspection will be conducted at Institute premises by authorized officials to verify mechanical fitness, required equipment, hygiene condition, documents and overall suitability; decision will be final. If deficiencies are found, rectification or replacement should normally be completed within 7 days, failing which the bid may be cancelled.

Drivers shall appear for verification/interview including document check, driving skill assessment, language familiarity and behavioural suitability. If any driver is not found suitable, replacement meeting all criteria should be provided within reasonable time.

9.3 Work Order & Agreement

Work order will be issued after satisfactory submission of PSD, vehicle inspection, driver verification and required compliances. It will specify contract period, scope of work, rates, terms & conditions, reporting date and applicable annexures.

Formal agreement shall normally be executed within 7 days on appropriate non-judicial stamp paper as per Institute format, signed by authorized representative, notarized, along with indemnity bond, affidavits, undertakings and authorizations as required; all related expenses shall be borne by the contractor.

9.4 Commencement of Service

Services should commence within about 7 days of agreement completion. Initial activities include vehicle handover to Medical Officer, driver reporting and orientation,

logbook and ID issuance, display of Institute identification on vehicle, procedural briefing, emergency contact sharing and initial inspection clearance.

First 15 days may be treated as familiarization period with close performance monitoring; thereafter regular 24x7 operations shall continue as per contract terms.

SECTION 10: GENERAL CONDITIONS

10.1 Interpretation

Contract language shall be English; headings are for reference only. The complete contract includes Tender Document, Work Order and Agreement, with precedence normally: Work Order, Agreement, Tender Document, corrigenda/clarifications, accepted bid portions. Interpretation of the Institute shall generally prevail in case of dispute.

10.2 Amendments & Waivers

Any amendment must be in writing and mutually agreed. Waiver of one condition shall not constitute waiver of others. Minor procedural relaxations may be allowed at Institute discretion.

10.3 Notices

All notices shall be in writing. Institute address: GB Pant Institute of Engineering & Technology Pauri Garhwal; contractor address as per bid (changes to be promptly notified). Notices may be sent by registered post, email or hand delivery and treated effective on delivery or within reasonable posting time.

10.4 Confidentiality

Contractor shall maintain confidentiality of Institute operations, patient information and official documents. Any breach may lead to termination and appropriate legal action.

10.5 Insurance & Indemnity

Contractor shall maintain valid vehicle insurance, third-party liability, driver accident cover and employer liability policies, and indemnify the Institute against claims, damages, accidents or employee liabilities. Operational risks remain primarily with the contractor.

10.6 Jurisdiction & Arbitration

Jurisdiction shall normally lie at Pauri Garhwal courts. Disputes should first be resolved mutually; failing which, arbitration by a single arbitrator appointed by the Director may be undertaken as per applicable law, with decision binding.

10.7 Ethical Practices

Fraud, corruption, collusion or unethical conduct may result in bid rejection, contract termination, forfeiture of security deposit, blacklisting or legal action.

10.8 Right to Information

The contract shall remain subject to applicable transparency and information laws.

ANNEXURES

ANNEXURE-A: Monthly Bill Format

ANNEXURE-B: Bid Submission Letter

ANNEXURE-C: Document Checklist

ANNEXURE-D: Company Profile Format

ANNEXURE-E: Financial Bid Format (BOQ)

ANNEXURE-F: Vehicle Inspection Checklist

ANNEXURE–A

MONTHLY BILL FORMAT – AMBULANCE SERVICES

Name of Institute: GB Pant Institute of Engineering & Technology, Pauri Garhwal

Name of Contractor: _____

Vehicle Registration No.: _____

Month & Year: _____

A. KILOMETER & FUEL CALCULATION DETAILS

Particulars	Details
Opening Odometer Reading (km)	
Closing Odometer Reading (km)	
Total Kilometers Run (A)	
Mileage Norm	10 km per litre
Fuel Quantity (Litres) = A ÷ 10	
Fuel Rate (₹ per litre)	
Fuel Amount (₹)	

B. FIXED MONTHLY AMBULANCE CHARGES

(Inclusive of driver salary, vehicle maintenance, insurance, permits, servicing, repairs, tyres, oil, and all statutory compliances)

Description	Amount (₹)
Fixed Monthly Ambulance Charges	
Penalty / Deductions (if any)	
Sub-Total (₹)	

C. BILL SUMMARY

Particulars	Amount (₹)
Fuel Reimbursement Amount	
Fixed Monthly Ambulance Charges	
Sub-Total	
GST (if applicable)	
Net Amount Payable (₹)	

CERTIFICATION

Certified that:

- The ambulance services were provided satisfactorily during the above month.
- Kilometers shown are as per odometer readings.
- Fuel reimbursement has been calculated strictly as per **10 km per litre** norm.
- Fixed monthly charges include **driver salary and all other related expenses** as per tender conditions.

Signature of Contractor

Name & Seal

Date: _____

Verified & Recommended for Payment

Medical Officer / Authorized Officer

Signature & Seal

Date: _____

ANNEXURE–B

BID SUBMISSION LETTER

To

The Registrar

GB Pant Institute of Engineering & Technology Pauri Garhwal

Subject: Submission of Bid for Hiring of Ambulance with Driver

Sir,

We hereby submit our bid for the above-mentioned work and confirm that we have carefully read and accepted all terms and conditions of the tender document.

We agree to provide ambulance services strictly as per tender conditions including **fuel reimbursement based on mileage @ 10 km per litre.**

Yours faithfully,

Signature:

Name & Designation:

Firm Seal:

Date:

ANNEXURE–C**DOCUMENT CHECKLIST**

Sl. No.	Document	Yes/No
1	Bid Submission Letter	
2	Tender Fee Proof	
3	EMD Proof	
4	Firm Registration Certificate	
5	GST Registration	
6	PAN Card	
7	Experience Certificates	
8	Non-Blacklisting Declaration	
9	Vehicle Documents	
10	Driver Documents	

ANNEXURE–D

COMPANY PROFILE FORMAT

1. Name of Firm/Company:
2. Address:
3. Contact Person & Mobile No.:
4. Year of Establishment:
5. Nature of Business:
6. Experience in Ambulance Services:
7. Statutory Registrations (GST, PAN, etc.):

Signature & Seal

ANNEXURE–E *(For reference only, BOQ must submitted online in format provided in uktenders)*

FINANCIAL BID FORMAT (BOQ)

(All rates to be quoted EXCLUSIVE of GST or any other taxes)

Sl. No.	Description	Amount (₹)
1	Fixed Monthly Ambulance Charges with Driver	

ANNEXURE–F

VEHICLE INSPECTION CHECKLIST

Item	Yes/No
Valid Registration Certificate	
Insurance	
Pollution Certificate	
Fitness Certificate	
Medical Equipment Available	
GPS / Emergency Light	
Fire Extinguisher	
First Aid Kit	

Inspected by: _____

Signature & Date: