



**Meghalaya Health Systems  
Strengthening Project**  
Government of Meghalaya



**REQUEST FOR QUOTATION FOR VEHICLES**

Meghalaya Health Systems Strengthening (MHSS) Project, Department of Health & Family Welfare, Government of Meghalaya invites quotations for the following vehicles:

<b>Lot</b>	<b>Vehicle Type</b>
Lot 1	SUV: 5-SEATER – 4WD -1 No
Lot 2	SUV:7-SEATER – 4WD – 1 No
Lot 3	PICK-UP TRUCK: 5-SEATER (DUAL CABIN) – 1 No

**Detailed Request for Quotation is available at [www.meghssp.org](http://www.meghssp.org) – Notice Board –Tenders. Last date for submission is on 1<sup>st</sup> November, 2022; 4:00 PM and will be opened at 4:30 PM on the same day.**

The quotation must be submitted in a sealed envelope to The Project Director – Meghalaya Health Systems Strengthening Project (MHSSP), Campus of Directorate of Health Services, above Regional Training Centre, Red Hill, Laitumkrah, Shillong – 793003. Phone: 7005161416

Sd/-

**Ramkumar S, IAS**  
**Project Director**  
**Meghalaya Health Systems Strengthening Project**  
**Department of Health & Family Welfare, GoM**



# Meghalaya Health Systems Strengthening Project

## Government of Meghalaya



DHS/P-23/MHSSP/GD-6/2022-23/#documentNo

Date: 17th October, 2022

### INVITATION FOR QUOTATIONS FOR SUPPLY OF VEHICLES UNDER SHOPPING

#### PROCEDURES

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject: INVITATION FOR QUOTATIONS FOR SUPPLY OF VEHICLES FROM MANUFACTURERS  
OR AUTHORIZED DEALERS

Dear Sir/Madam,

Government of India has received a funding from the **International Bank for Reconstruction and Development (IBRD)** in the form of Loan towards the cost of the project name **Meghalaya Health Systems Strengthening Project (MHSSP)**. **Department of Health & Family Welfare (DoHFW)** is the implementing agency of the Project and intends to apply part of the proceeds of this loan to eligible payments under the contract for which this invitation for quotations is issued.

You are invited to submit your most competitive quotation for the following items as per the lots mentioned below:

Lot	Brief Description of the Vehicles	Qty	Delivery Period
Lot# 1	SUV: 5-SEATER - 4WD	1	Within 60 Days
Lot# 2	SUV:7-SEATER - 4WD	1	
Lot# 3	PICK-UP TRUCK: 5-SEATER (DUAL CABIN) -4WD	1	

\*Detailed Specifications are provided at Annexure A

\*Detailed Terms & Conditions are provided at Annexure B



**Meghalaya Health Systems Strengthening Project**

Dept. of Health & Family Welfare, Government of Meghalaya

Red Hill Road, Upper New Colony, Shillong 793003, Meghalaya



[pmu.admin@meghssp.org](mailto:pmu.admin@meghssp.org)



7005161416



# Meghalaya Health Systems Strengthening Project

## Government of Meghalaya



The standard forms in this RFQ may be retyped for completion without any changes and the bidder is responsible for their accurate reproduction.

The bidder may apply for one or more above Lots; however, they are requested to mention the Lot numbers separately they are bidding for and should meet individual requirements for each Lot/s.

### 1. **Qualification:** A Bidder:

- a. shall not submit more than one Quotation;
- b. shall not have conflict of interest as defined in the Bank's Procurement Regulations; and
- c. should not have been
  - i. temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or
  - ii. blacklisted or suspended by Central or any State Government departments in India.
- d. Have the legal capacity to enter into a contract
- e. Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- f. Not have had the business activities suspended or debarred from public procurement by any State Governments or Government of India.
- g. Is either an Original Equipment Manufacturer (OEM) of the offered product or an authorised dealer of the Vehicles and services of the OEM.

2. **Clarifications & Amendments:** If the Purchaser receives any request for clarification of this RFQ Document, it will upload its response together with any amendment to this document, on [www.meghssp.org](http://www.meghssp.org) for information of all Bidders. Bidders should regularly check on these two websites, for any amendments to the terms and conditions and for Award of Contract.

### 3. **Delivery and Completion Schedule:**

- a. **Place of Delivery:** Meghalaya Health Systems Strengthening Project (MHSSP), State Training Centre, Campus of Directorate of Health Services, Red Hill Road, Laitumkhrach, Shillong – 793003.
- b. **Delivery Period:** Within 60 days from the date of issue of Work Order.
- c. **Delivery Schedule:** All the items are to be delivered at site simultaneously.



**Meghalaya Health Systems Strengthening Project**

Dept. of Health & Family Welfare, Government of Meghalaya

Red Hill Road, Upper New Colony, Shillong 793003, Meghalaya



[pmu.admin@meghssp.org](mailto:pmu.admin@meghssp.org)

☎ 7005161416



# Meghalaya Health Systems Strengthening Project

## Government of Meghalaya



#### 4. Quotation Price

- a. Quotations are to be submitted in the form attached at Annexure-C.
- b. The bidder must clearly mention the Lot that they are offering. However, the items and specifications offered should be 100% of the requirement for the quoted Lot stated above. Corrections, if any, shall be valid only if they are signed or initialed by the person signing the Quotation.
- c. Quotation should be placed in a single sealed envelope, clearly marked as **“Quotation for supply of vehicle under Lot#1 or Lot#2 or Lot#3 under MHSSP .**
- d. All duties, taxes and other levies payable shall be included in the Total Price. The rates quoted should be for single complete unit defined in Lot with delivery at Shillong only. The rates quoted should be inclusive of Ex-showroom price at Shillong inclusive of Insurance Charges with 0% depreciation (for 1 year) and Vehicle Registration & Lifetime Tax paid Charges.
- e. Goods and Service Tax (GST) should be indicated separately.
- f. The rate quoted by the bidder shall include the cost for packaging, transportation, and all other local services required to convey the Vehicles to the final destination.
- g. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- h. The price shall be quoted in Indian Rupees only.
- i. Bidder must expressly mention the Name/Brand/Model No. and any other extra specifications/configurations etc. of the lots offered by them in the price schedule along with proper brochures/catalogues, etc. Brochures should be submitted along with the bid.
- j. The bidder must mention in detail about the product being offered in the specified specifications in lieu of simply mentioning “Complied”. Quotations with no proper technical specifications/catalogues are likely to be disqualified.
- k. The bidder shall provide a declaration and shall demonstrate that the product/equipment being offered is of a latest make, i.e. the bidder should not offer an old stock product even if the same matches the specifications. The product should be a brand new one and should not have been ever used.

5. **Documents Evidencing Qualification:** Bidders are requested to submit copies of the original of the following documents as evidence of your qualification :

- a. Valid trading license/registration or equivalent/Exemption Certificate.
- b. Valid certificate of GST registration;
- c. Certificate of Distributorship/Valid Dealership Documents.
- d. Manufacturer’s Authorization from Original Equipment Manufacturer (OEM) The bidder that does not manufacture or produce the Vehicles it offers to supply shall submit a Manufacturer’s Authorization (Annexure-D).



**Meghalaya Health Systems Strengthening Project**  
Dept. of Health & Family Welfare, Government of Meghalaya

Red Hill Road, Upper New Colony, Shillong 793003, Meghalaya

☎ 7005161416



[pmu.admin@meghssp.org](mailto:pmu.admin@meghssp.org)



# Meghalaya Health Systems Strengthening Project

## Government of Meghalaya



- e. Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
  - f. Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya or any other State Government or Government of India.
  - g. Self-Declaration complying to point no. 4 (k)
  - h. Undertaking regarding full warranty of minimum of 36 months/100,000kms whichever comes first after it is accepted by the Purchaser.
  - i. Power of Attorney or document evidencing the legal capacity as per point no. 1 (d)
6. **Validity Period of Quotation:** Quotations shall remain valid for a period not less than 90 days after the deadline specified for submission of RFQ.
7. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations lot-wise that are determined to be substantially responsive i.e. which
- a. are properly signed; and
  - b. confirm to the terms and conditions, Technical Specifications, Delivery and Completion Schedule.
  - c. The Quotations would be evaluated lot-wise; GST will not be taken into consideration while evaluating the quotations.
  - d. Any historical information, if required may be asked from the bidders during evaluation of quotes.
  - e. The Purchaser reserves the right to give more weightage to the product offered which is of the latest make and model.
  - f. While deciding upon the selection of Tenderers, emphasis will be given on the ability and competence to do good quality work considering the past experience in accordance with the specifications and within the time schedule.
  - g. Weightage will also be provided to the dealer who has an authorized Servicing Centre in Shillong for regular maintenance of the vehicle.
8. **Contract Award:** The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive and who has offered the lowest evaluated Total Price per Lot, compliance to the Technical Specifications, Delivery and Completion Schedule and which are of latest make and model for that respective Lot. The announcement for this assignment will be published in [www.meghssp.org](http://www.meghssp.org).
- a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
  - b. The bidder whose quotation is accepted will be notified of the issue of Work Order by the Purchaser prior to expiration of the Validity Period. The terms of the accepted offer shall be incorporated in the Work Order (Annexure-E).





# Meghalaya Health Systems Strengthening Project

## Government of Meghalaya



9. **Payment Terms:** Payment shall be made within 60 days after delivery and acceptance of the vehicles.
10. Full warranty of minimum of 36 months/100,000kms whichever comes first after it is accepted by the Purchaser, shall be applicable.
11. You are requested to submit the RFQ on latest by **1600 hours on 1st November, 2022. Quotations that have been submitted on or before time will be opened at 1630 hours on 1<sup>st</sup> November, 2022. Late quotes will be summarily rejected.**
12. We look forward to receiving your quotations and thank you for your interest in this project.

**Name:** Ramkumar S, IAS, Project Director,

**Address:** MHSSP Office, Department of Health & Family Welfare, Red Hill, Laitumkhrach, Shillong - 793003

**Tel. No.:** 7005161416

**Email:** procurement.megh@meghssp.org

The document is digitally approved. Hence signature is not needed.



**Meghalaya Health Systems Strengthening Project**

Dept. of Health & Family Welfare, Government of Meghalaya

Red Hill Road, Upper New Colony, Shillong 793003, Meghalaya



7005161416



[pmu.admin@meghssp.org](mailto:pmu.admin@meghssp.org)

**TECHNICAL SPECIFICATIONS****SPECIFICATIONS FOR LOT#1**

Bidders shall ensure that the vehicles offered should be from the current supply of the bidder's/manufacturer's own standard range of production and conform as near as possible to the requirements and specifications listed below. Vehicles should be suitable for continuous operations. Bidders shall ensure that the vehicles offered comply with the stipulated requirements of law pertaining to the operation of vehicles in India.

**Important Technical Parameters.**

- a) Contemporary Turbo Engine meeting latest CMVR norms as applicable.
- b) The engine design should be modular for ease of replacement.
- c) The transmission system will be Manual/Automatic with 4x4 wheel drive.
- d) There should be a provision of inter wheel differential lock facility on both axles.
- e) The vehicle should have Right hand drive with power assisted tilt steering.

<b>Specifications</b>	
Purpose	All-road terrain (Suitable for tarred, gravel roads, rugged terrain)
Year of Manufacture/Model/Make	2022 or later
Body Type	SUV
Number of seats	At least 5 seats
Number of doors	5 doors
Fuel Type	Diesel (Hybrid-Optional), BS-VI Compliant
Engine Capacity	Minimum 1.9 litre (4 stroke, 4x4-cylinder in-line engine)
Fuel Supply System	CRDi/multijet with turbocharger
Min. Ground Clearance (mm.)	High enough to be suitable for gravel, off-road and rugged terrain. However, 180 mm (minimum) is preferred.
Steering System	Rack & Pinion with Power Steering
Spare Wheel/Tyre	One full size spare wheel and tyre with cover secured by a lockable device outside the vehicle
Transmission	<ul style="list-style-type: none"> <li>- 4 Wheel Drive (4WD)</li> <li>- Centre differential lock</li> <li>- Auto transmission;</li> <li>- Gear Box – 8-speed</li> <li>- Cruise Control</li> <li>- Crawl Control</li> <li>- Uphill and downhill assist control</li> </ul>
Suspension, Steering & Brakes	<ul style="list-style-type: none"> <li>- Front Suspension - McPherson strut</li> <li>- Rear Suspension - Multi-link with coil spring</li> </ul>

Specifications	
	<ul style="list-style-type: none"> <li>- Steering Type – Motor</li> <li>- Steering Column - Tilt &amp; Telescopic</li> <li>- Front Brake Type – Disc</li> <li>- Rear Brake Type - Disc</li> <li>- Parking brake – Mechanical</li> <li>- Multi-terrain 4-wheel Anti-lock Brake System (ABS)</li> <li>- Electronic Brake-force Distribution (EBD) for Brake system load sensing, proportioning and bypass</li> <li>- Emergency Brake Assist (EBA)</li> </ul>
Windows, Doors and Mirrors	<ul style="list-style-type: none"> <li>- Power windows - front and rear</li> <li>- Power Boot</li> <li>- Central Door locking system</li> <li>- Powered door mirrors with integrated side turn signals</li> </ul>
Air conditioning/Heater	<ul style="list-style-type: none"> <li>- Full ventilation and Two (2) zone Air Conditioner (Front and Back Controls)</li> <li>- Heater</li> <li>- Automatic Climate Control - 2 Zone</li> </ul>
Safety Features	<ul style="list-style-type: none"> <li>- 6 Air bags. Driver and Passenger Air bags + Side Air bags</li> <li>- Seatbelts on all seats with Safety-Belt Reminder</li> <li>- Driver and front passenger Active Seatbelt Pre-tensioning System with force limiters</li> <li>- Speed Alert Systems</li> <li>- Vehicle Stability Control System</li> <li>- Engine Immobilizer</li> <li>- Crash Sensor</li> <li>- Power Adjustable Exterior Rear View Mirror</li> <li>- Electric Folding Rear View Mirror</li> <li>- Front and rear parking sensors</li> <li>- Vehicle Reverse Parking Alert</li> <li>- Manual Override for Central Locking System</li> <li>- Laminated windshield and safety glass throughout</li> <li>- Blind Spot Monitor</li> </ul>
Multimedia/Navigation	<ul style="list-style-type: none"> <li>- CD/AM/FM Radio, USB and Audio Speakers</li> <li>- Steering wheel control for Audio and Telephone</li> <li>- Color TFT Dashboard Display</li> <li>- Built in Navigation system</li> <li>- Smart Keys-Keyless entry</li> </ul>
After sales services	The supplier must have an authorized agent/ dealer in Shillong or Guwahati to cater for repairs and spare parts or indicate what arrangements he will put in place in case he is awarded the contract
Warranty	Full warranty of minimum of <b>36 months/100,000kms</b> whichever comes first
Service availability	Vendor and/or Manufacturer should be able to



Specifications	
	provide immediate service (including ability to make available necessary parts and maintenance) to the vehicle when needed.
Miscellaneous/ equipment	<ul style="list-style-type: none"> <li>- Driver and passenger sun visor; assist grips for all passengers</li> <li>- Rechargeable fire extinguisher</li> <li>- Two reflector red warning triangles</li> <li>- First Aid Kit</li> <li>- Heavy duty manufacturer approved vehicle jack, wheel spanner and all accessories</li> <li>- Makers standard toolkit</li> <li>- Operating manual in English</li> </ul>
Additional Features	<ul style="list-style-type: none"> <li>- Leather Seats</li> <li>- Remote Engine Start/Stop</li> <li>- Low Fuel Warning Light</li> <li>- Accessory Power Outlet</li> <li>- Trunk Light</li> <li>- Rear Reading Lamp</li> <li>- Rear Seat Headrest</li> <li>- Adjustable Headrest</li> <li>- Rear Seat Centre Arm Rest</li> <li>- Height Adjustable Front Seat Belts</li> <li>- Seat Lumbar Support</li> <li>- Voice Control</li> <li>- USB Charger Front &amp; Rear</li> <li>- Central Console Armrest With Storage</li> <li>- Hands-Free Tailgate</li> <li>- Rain Sensing Wiper</li> <li>- Alloy Wheels</li> <li>- Sun Roof</li> <li>- Anti-Pinch Power Windows</li> <li>- Speed Sensing Auto Door Lock</li> </ul>

### **SPECIFICATIONS FOR LOT#2**

Bidders shall ensure that the vehicles offered should be from the current supply of the bidder's/manufacturer's own standard range of production and conform as near as possible to the requirements and specifications listed below. Vehicles should be suitable for continuous operations. Bidders shall ensure that the vehicles offered comply with the stipulated requirements of law pertaining to the operation of vehicles in India.

#### **Important Technical Parameters.**

- a) Contemporary Turbo Engine meeting latest CMVR norms as applicable.
- b) The engine design should be modular for ease of replacement.

- c) The transmission system will be Manual with 4x4 wheel drive.
- d) There should be a provision of inter wheel differential lock facility on both axles.
- e) The vehicle should have Right hand drive with power assisted tilt steering.

<b>Specifications</b>	
Purpose	All-road terrain (Suitable for tarred, gravel roads, rugged terrain)
Year of Manufacture/Model/Make	2022 or later
Body Type	SUV
Number of seats	At least 7 seats
Number of doors	5 doors
Fuel Type	Diesel, BS-VI Compliant
Engine Capacity	Minimum 1.5 litre
Min. Ground Clearance (mm.)	High enough to be suitable for gravel, off-road and rugged terrain. However, 180 mm (minimum) is preferred.
Spare Wheel/Tyre	One full size spare wheel and tyre with cover secured by a lockable device outside the vehicle
Transmission	<ul style="list-style-type: none"> <li>- 4 Wheel Drive (4WD)</li> <li>- Centre differential lock</li> <li>- Gear Box – 5-speed Manual</li> <li>- Cruise Control</li> <li>- Crawl Control</li> <li>- Uphill and downhill assist control</li> </ul>
Brakes	<ul style="list-style-type: none"> <li>- Front Brake Type – Disc</li> <li>- Rear Brake Type - Drum</li> <li>- Parking brake – Mechanical</li> <li>- Multi-terrain 4-wheel Anti-lock Brake System (ABS)</li> </ul>
Windows, Doors and Mirrors	<ul style="list-style-type: none"> <li>- Power windows</li> <li>- Central Door locking system</li> </ul>
Air conditioning/Heater	<ul style="list-style-type: none"> <li>- Full ventilation</li> <li>- Heater</li> </ul>
Safety Features	<ul style="list-style-type: none"> <li>- Driver and Passenger Air bags</li> <li>- Seatbelts on all seats with Safety-Belt Reminder</li> <li>- Front and rear parking sensors</li> <li>- Vehicle Reverse Parking Alert</li> <li>- Manual Override for Central Locking System</li> </ul>
After sales services	The supplier must have an authorized agent/ dealer in Shillong or Guwahati to cater for repairs and spare parts or indicate what arrangements he will put in place in case he is awarded the contract
Warranty	Full warranty of minimum of 36 months/100,000kms whichever comes first
Service availability	Vendor and/or Manufacturer should be able to provide immediate service (including ability to make available necessary parts and maintenance) to the vehicle when needed.

<b>Specifications</b>	
Miscellaneous/ equipment	<ul style="list-style-type: none"> <li>- Driver and passenger sun visor; assist grips for all passengers</li> <li>- Two reflector red warning triangles</li> <li>- First Aid Kit</li> <li>- Heavy duty manufacturer approved vehicle jack, wheel spanner and all accessories</li> <li>- Makers standard toolkit</li> <li>- Operating manual in English</li> </ul>

### **SPECIFICATIONS FOR LOT#3**

Bidders shall ensure that the vehicles offered should be from the current supply of the bidder's/manufacturer's own standard range of production and conform as near as possible to the requirements and specifications listed below. Vehicles should be suitable for continuous operations. Bidders shall ensure that the vehicles offered comply with the stipulated requirements of law pertaining to the operation of vehicles in India.

#### **Important Technical Parameters.**

- f) Contemporary Turbo Engine meeting latest CMVR norms as applicable.
- g) The engine design should be modular for ease of replacement.
- h) The transmission system will be Manual with 4x4 wheel drive.
- i) There should be a provision of inter wheel differential lock facility on both axles.
- j) The vehicle should have Right hand drive with power assisted tilt steering.

<b>Specifications</b>	
Purpose	All-road terrain (Suitable for tarred, gravel roads, rugged terrain)
Year of Manufacture/Model/Make	2022 or later
Body Type	Pick-up truck – Double Cabin
Number of seats	5 seats
Number of doors	4 doors
Fuel Type	Diesel, BS-VI Compliant
Engine Capacity	Minimum 2.5 litre
Min. Ground Clearance (mm.)	High enough to be suitable for gravel, off-road and rugged terrain. However, 180 mm (minimum) is preferred.
Spare Wheel/Tyre	One full size spare wheel and tyre with cover secured by a lockable device outside the vehicle
Transmission	<ul style="list-style-type: none"> <li>- 4 Wheel Drive (4WD)</li> <li>- Gear Box – 5-speed Manual</li> </ul>
Brakes	<ul style="list-style-type: none"> <li>- Front Brake Type – Disc</li> </ul>

<b>Specifications</b>	
	<ul style="list-style-type: none"> <li>- Rear Brake Type - Drum</li> <li>- Parking brake – Mechanical</li> <li>- Multi-terrain 4-wheel Anti-lock Brake System (ABS)</li> </ul>
Safety Features	- Seatbelts on all seats
After sales services	The supplier must have an authorized agent/ dealer in Shillong or Guwahati to cater for repairs and spare parts or indicate what arrangements he will put in place in case he is awarded the contract
Warranty	Full warranty of minimum of <b>36 months/100,000kms</b> whichever comes first
Service availability	Vendor and/or Manufacturer should be able to provide immediate service (including ability to make available necessary parts and maintenance) to the vehicle when needed.
Miscellaneous/ equipment	<ul style="list-style-type: none"> <li>- Driver and passenger sun visor; assist grips for all passengers</li> <li>- Two reflector red warning triangles</li> <li>- First Aid Kit</li> <li>- Heavy duty manufacturer approved vehicle jack, wheel spanner and all accessories</li> <li>- Makers standard toolkit</li> <li>- Operating manual in English</li> </ul>

**TERMS & CONDITIONS**

- 1) Canvassing in connection with this RFQ is strictly prohibited and the quotations submitted by the bidder who resort to canvassing will be liable to rejection.
- 2) Fittings and fixtures, if any, fitted on the vehicle shall be sturdy and securely placed.
- 3) The Supplier shall at its own expense and at no cost to the Purchaser carry out the tests and/or inspections of the Vehicles as are specified in the Technical Specifications.
- 4) The inspections and tests may be conducted on the premises of the Supplier, at point of delivery, and/or at the vehicle's final destination, or in any other location. If conducted on the premises of the Supplier, all reasonable facilities and assistance, shall be furnished to the inspectors at no charge to the Purchaser.
- 5) The Purchaser may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the vehicles comply with the technical specifications codes and standards under the Contract.
- 6) The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.
- 7) The Supplier agrees that neither the execution of a test and/or inspection of the Vehicle or any part thereof, nor the attendance by the Purchaser or its representative, nor the issue of any test reports, shall release the Supplier from any warranties or other obligations under the Contract.
- 8) The Supplier warrants that all the supplied vehicles are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials.
- 9) The Supplier further warrants that the vehicles shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use.
- 10) The warranty shall remain valid for **36 months/100,000kms whichever comes first** after it is accepted by the Purchaser.
- 11) The period for repair or replacement after being notified of the defect by the Purchaser shall be within 30 days.
- 12) If having been notified, the Supplier fails to remedy the defect within the period above, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
- 13) Governing Law: The Contract shall be governed by and interpreted in accordance with the laws of India and Govt. of Meghalaya.

**FORMAT OF QUOTATION**  
(On the Bidder's Letterhead)

Sl. No. <sup>1</sup>	Brief Description of the Vehicle*	Specifications (Breakup as per Minimum Specifications Provided + Any other provided specifications)	Quantity	Quoted Unit Rate <sup>2</sup>	GST	Total Price at Destination - inclusive of discounts, all taxes and duties	
			Nos.	INR	INR	INR in Figures	INR in Words
<b>Lot # 1</b>	<b>SUV: 5-Seater</b>		1				
<b>Lot # 2</b>	<b>SUV:7-Seater</b>		1				
<b>Lot # 3</b>	<b>Pick-Up Truck: 5-Seater</b>		1				

**Total Price:** INR.....

We agree to supply the above vehicle in accordance with the Technical Specifications (provided in Annexure-A) for a Total Price of INR..... amount in figures) (INR.....amount in words) within the period specified in the Invitation for Quotations and it shall remain binding upon us and may be accepted at any time before it expires.

We also confirm that commercial warrantee/guarantee as per Sl. No. 10 of the Invitation for Quotations shall apply to the offered vehicles.

**Conformity and no reservations:** We offer to supply the vehicles, as per this Quotation and in conformity with the RFQ, Delivery and Completion Schedules and Technical Specifications. We confirm that we have examined and have no reservations to the RFQ.

**Suspension and Debarment:** We, are not subject to, a temporary suspension or a debarment imposed by the World Bank Group or a debarment imposed by the World Bank Group in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the World Bank and other development banks. Further, we are not ineligible under the Purchaser's Country laws or official regulations or pursuant

<sup>1</sup> A bidder may offer for one or more than one lot.

<sup>2</sup> Any unconditional discounts, if offered shall be specified in this column along with the unit rates.

to a decision of the United Nations Security Council.

**Commissions, gratuities, fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to this Quotation [*If none has been paid or is to be paid, indicate “none.”*]

Name of Recipient	Address	Reason	Amount

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of Fraud and Corruption or bribery or collusive agreements with competitors.

We understand that you reserve the right to:

- a. accept or reject any Quotation and are not bound to accept the lowest evaluated cost Quotation, or any other Quotation that you may receive, and
- b. annul the RFQ process at any time prior to the award of the Contract without incurring any liability to Suppliers.

On behalf of the Supplier:

Name of the person duly authorized to sign the Quotation on behalf of the Supplier: *[insert complete name of person duly authorized to sign the Quotation]*

Title of the person signing the Quotation: *[insert complete title of the person signing the Quotation]*

Signature of the person named above: *[insert signature of person whose name and capacity are shown above]*

Date signed *[insert date of signing]* day of *[insert month]*, *[insert year]*

**MANUFACTURER’S AUTHORIZATION**

*[The Supplier shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]*

Date:

RFQ No.

To: *[insert complete name of Purchaser]*

**WHEREAS**

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of Vehicles manufactured]*, having factories at *[insert full address of Manufacturer’s factories]*, do hereby authorize *[insert complete name of the Supplier]* to submit a quotation the purpose of which is to provide the following Vehicles, manufactured by us *[insert name and or brief description of the Vehicles]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 10 of the Invitation for Quotations, with respect to the Vehicles offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]* Name:

*[insert complete name(s) of authorized representative(s) of the Manufacturer]* Title: *[insert title]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*



## INSPECTION AND TESTS

The following inspections shall be performed on delivery of Vehicle at Site:

<b>Documents</b>	<b>Checked (Tick Mark)</b>
Check Model, Sub Model Details	
Original Set of 2 Keys of Car	
Insurance Copy (Matching Model, Sub Model, Engine, Chassis no. as in Invoice)	
Plan Details Mentioned on Insurance (with All included Covers, IDV Value - check that no voluntary Deduction be there in Insurance)	
RTO Road Tax Payment Receipt with Vehicle Registration Number (Never take delivery of Unregistered Car from Showroom)	
Check Engine Number - Chassis Number, Owner Name to Match in Invoice, Insurance, RTO Papers	
Warranty Papers	
Check Validity Dates as mentioned on Warranty and Insurance	
Road Side Assistance Copy, Numbers	
Owner Manual & Service Booklet	
Check Accessories (Matting, Mud Flaps, Accessories or any accessory as committed)	
Odometer Reading Less than 70 Kms (or 100 Kms if Stockyard is at Far away Location)	
Inspected Exterior & Interior of Car - Scratch Free, Neat & Clean	
Check all 4 Tyres and Spare Tyre, Tool Kit	
Check all Promised Accessories have been Fitted in	
Check Lights, Horn, Starting Car, Indicators, Music System, AC etc	
Take Photos of Car from all 4 Sides (Front, Rear and both Left and Right Side including Tyre)	



# Meghalaya Health Systems Strengthening Project

Government of Meghalaya



ANNEXURE-E

## WORK ORDER (SAMPLE)

<b>Vendor Name &amp; Address:</b>	<b>File No:</b>				
	<b>Date:</b>				
<b>Enquiry No:</b>	<b>Ref no:</b>				
<b>Date:</b>	<b>Dated:</b>				
You are hereby authorized to urgently arrange to supply the items indicated below:					
<b>Nature of Work:</b> Procurement of 4 SUVs for SPMU – Phase 1 under MHSSP					
Sl. No	Brief description of Vehicle	Specifications	Quantity to be supplied	Unit Rate (INR.)	Total Price (INR.)
Lot # 1	SUV: 5-Seater				

Lot # 2	SUV:7-Seater				
Lot # 3	Pick-Up Truck: 5-Seater				
			Total		
<b><u>Terms and Conditions</u></b>					
<b>Tax:</b>					
<b>Place of supply and Installation:</b>		Meghalaya Health System Strengthening Project (MHSSP), State Training Centre, Campus of Directorate of Health Services, Red Hill, Laitumkhrach, Shillong – 793003, Meghalaya			
<b>Reporting Officer:</b>		Smt. Mamta Rai, +91-700151614, <a href="mailto:procurement.megh@meghssp.org">procurement.megh@meghssp.org</a> . The Supplier is to intimate the Purchaser at least three days before the delivery.			
<b>Other Conditions:</b>		1. Delivery Period:			
		2. Warranty/guarantee:			
		3. GST if any will be paid at prevailing rate on the date of supply.			

Yours faithfully,

Ramkumar S, IAS Project Director, MHSSP

**CHECKLIST FOR SUBMISSION**

<b>Sl. No</b>	<b>List of Documents</b>	<b>YES/NO/NA</b>	<b>Page No.</b>
1	Whether Bidding document is enclosed in sealed envelope and addressed to the Project Director, MHSSP.		
2	Attested copy of Registration Certificate.		
3	Quotation details		
	(A) Properly signed and stamped with company seal in original.		
	(B) Conform to the terms and conditions, and specifications.		
	(C) Stating the legal status of the Supplier / Manufacturer.		
	(D) Undertaking regarding two years replacement warranty.		
	(E) QUATOTION/BID submitted by		
	(a) Manufacturer		
	(b) Authorised Dealer/Distributor		
4	Brochure of quoted items Catalogue		