

# Brihanmumbai Municipal Corporation

Public Health Department

No. HO / 56 /RBSK Dt.21.07.2026

## EXPRESSION OF INTEREST (EOI)

**Subject:** Inviting Expression of Interest (EOI) for Providing Vehicle Hiring Services for the RBSK Programme.

Sealed Expressions of Interest (EOI) are hereby invited from reputed transport agencies and service providers for providing four-wheeler vehicle hiring services on an "**AS AND WHEN REQUIRED BASIS**" for the Rashtriya Bal Swasthya Karyakram (RBSK) program under the Public Health Department of the Brihanmumbai Municipal Corporation (BMC).

### Key Details of the EOI:

- **Service Required:** T-permit Four-Wheeler Non-AC Vehicle Hiring Services (As and When Required).
- **Target Program:** RBSK Programme for 55 Teams (55 T-permit Four-Wheeler Non-AC Vehicle)
- **Operational Area:** Mumbai City and Suburban Area.
- **Approved Rate:** Government Approved Rate of **Rs. 31,238/-** per month/vehicle (all inc.tax.)
- **Payment :** As per total number of the days provided in a month per vehicle. ( (8 hours/80 KMs) No Extra KMs , Extra hours, Night Charges Paid)
- **Term and condition: As per Submission Guidelines:**

Interested and eligible respondents must submit their official **Letter of Interest** along with all necessary commercial and statutory documents (As per Annexure A-Technical Bid) within **7 days** from the date of publication of this notice.

Submissions can be sent via email and physically submitted to the address mentioned below:

- **Email Submission:** [rbskmumbai@gmail.com](mailto:rbskmumbai@gmail.com)
- **Physical Submission**

**Address:** Office of the Dy.Executive Health Officer,  
1<sup>st</sup> Floor, Room No.12 , F/South Ward Office Building,  
Dr. B.A. Road, Mumbai - 400012.

Sd/-  
Executive Health Officer

## General Instructions and Terms & Conditions :

Terms & Conditions for RBSK Programme for 55 Teams (55 T-permit Four-Wheeler Non-AC Vehicle).

1. Any EOI received after the scheduled date and time or incomplete in any manner will be Rejected.
2. The bidder (Individual/Agency) is expected to follow all instructions, terms & conditions and Specifications detailed in the EOI form. Only complete applications in all respect will be Considered for further evaluation.
3. Amendment of Bidding Documents:  
At any time prior to the last date of submission of the bids, the Purchaser (RBSK Program Brihanmumbai Municipal Corporation ) may, for any reason, whether at their own initiate or in response to the clarification requested by the prospective bidder, may modify the Bidding Documents through amendments. The amendment will be notified in writing or by telephone to all prospective bidders who have submitted the EOI documents.
4. Signing of Bid  
The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized by the Bidder to Contract.
5. Submission of Bid The EOI is required to be submitted as two bid system and **in two separate** envelopes as mentioned below:

**Envelope No. I** marked as “Technical Bid” containing an Introductory letter of contractor along with copies of documents as evidences. The Agencies have to fill up Annexure “A” along with all supporting documents and sign all the pages as a mark of agreement.

**Envelop No. II** marked as “Financial Bid” containing the EOI form duly signed in each page by contractor/authorized signatory along with the price bid. The Agency has to fill up Annexure “B”. Both Envelope I & II should be placed in large envelope which should be marked as “EOI for Vehicle Hiring Services” and addressed to **EXECUTIVE HEALTH OFFICER**, Public Health Department, Room no.12, 1<sup>st</sup> Floor, F/South ward office Bldg, Dr B.A.Road, Parel, Mumbai – 400 012.

6. If the envelope is not sealed and marked, this office will assume no responsibility for the bid’s misplacement or premature opening.
7. Deadline for submission of EOI Bids must be received by at the address specified under EOI not later than 05.30 PM on \_\_\_\_\_.
8. This office may, at its discretion, extend this deadline for the submission of bids by amending the Bidding Documents in accordance with clause 3. **Executive Health Officer** Room no:12, 1st Floor, F/South ward office Bldg, Dr B.A. Road, Parel, Mumbai – 400 012
9. No bidder shall contact the purchaser on any matter related to bidding process during the time of bid opening to the time of contract award.
10. Evaluation of Bid
  - i. The large envelope (containing separate envelope I & II) will be opened first. Thereafter, the envelope I i.e., Technical Bid will be opened.
  - ii. In case the technical bid is not submitted by the applicant in designated envelope, the entire application will be rejected without further evaluation.

- iii. The bidders will be pre-qualified in terms of the technical bid if it fulfils the criteria mentioned in the Technical Bid form.
- iv. The envelope II i.e., Financial Bid will be opened for those parties only who are pre-qualified in terms of the technical bid.
- v. The contract will be awarded to the L1 bidder in terms of the financial bid which shall be valid for one year.
- vi. If the price quoted by two or more Agencies are same then the bid will be finalized equally on the basis of decision of EXECUTIVE HEALTH OFFICER which will be final & binding on all the bidders.
11. The selected party must adhere to the terms and conditions strictly throughout the contract period failing which Brihanmumbai Municipal Corporation, Mumbai reserves the right to cancel the order prematurely without assigning any reasons whatsoever.
12. **The Payment** will be made from the funds available under NHM, after contractor submits the logsheet and bill to this office based on total number of the days provided vehicle during the month.
13. Executive Health Officer, Brihanmumbai Municipal Corporation, Mumbai reserves the right to reject any or all EOI in full or part thereof without assigning any reason.
14. Executive Health Officer, Brihanmumbai Municipal Corporation the final authority and his decision will be final and binding on the supplier for any disputes.
15. The registration date of vehicles provided should not be earlier than the Year 2017. It will be the responsibility of the Agency that the Vehicle and Driver provided must comply with the current RTO rules. Agency shall be responsible for any penalty/fine imposed due to non-compliance of RTO rules.
16. The rates offered and finalized in the Rate Contract shall remain valid for the entire duration of the contract.
17. **Executive Health Officer** reserves the right to enter into parallel rate contracts with other agency/firm/company for providing hired transport.
18. An **agreement** will be signed by the successful agency / firm / company with **Executive Health Officer** covering the scope of work, requirements, terms and conditions of the services to be provided on a judicial stamp paper of Rs. 100/- or as per the prevailing requirement. The cost involved will be borne by the contracting agency/firm/company.
19. The decision of the Institute in regard to interpretation of the terms and conditions shall be final and binding on the agency.
20. The vehicle provided to the Institute should not be owned by any employee of this Institute or his/her family members or his/her dependents. An undertaking to this effect should be given before entering into contract.
21. The contracting agency/firm/company must comply with all the Govt. rules and regulations/RTO, particularly applicable to the business. Their drivers must possess valid driving license for driving the vehicle. There should be valid and current RC, Insurance policy, Pollution check certificate, Road permit and other necessary documents as mandated by RTOs where the vehicles are deployed.
22. The rate contract is also applicable to the Brihanmumbai Municipal Corporation, Mumbai community, nevertheless, the payment for hiring not initiated by the **Executive Health Officer** will not be paid by Brihanmumbai Municipal Corporation, Mumbai. The contractors will have to settle the payment with the individual or group users separately. Brihanmumbai Municipal Corporation, Mumbai shall not be responsible for payments for the services provided by agency / firm / company directly to the above category on their requests. Nor shall the transport section entertain any mediation.
23. The contracting agency/firm/company shall provide immediate replacement for the breakdown vehicle with same/equivalent type of vehicle within 60 minutes from the receipt of information of such breakdown. On failure to do so, no payment will be made for the entire trip. Executive Health Officer, Brihanmumbai Municipal Corporation

24. **Penalty** -No vehicle shall be provided by the contractor agency without prior intimation to this office, failure to comply with this requirement shall attract penalty Rs.500 Per day, which shall be deducted from the total bill.
25. It shall be the responsibility of the service providing agency / firm / company to meet wage, transportation, food, medical and any other requirements in respect of the drivers engaged by it and Brihanmumbai Municipal Corporation, Mumbai shall have no liabilities in this regard.
26. It shall be the responsibility of drivers to get the duty slip regularly and accurately filled in by the users i.e. reporting, starting & ending time, opening & closing Km., starting & ending destinations, users signature and should submit the same along with each invoice at the time of bill submission at Brihanmumbai Municipal Corporation, Mumbai.
27. As per the Govt. regulation, taxes at the applicable rate will be deducted at source from the bills of the contractor. Necessary TDS certificate will be issued by Brihanmumbai Municipal Corporation, Mumbai.
28. Brihanmumbai Municipal Corporation, Mumbai is a total tobacco and alcohol free campus and hence drivers of the vehicles should not be smoking, chewing tobacco or intoxicated by any other means while on duty. No prohibited items such as explosives, liquor, drugs etc. in the vehicle should be carried.
29. Drivers must strictly follow the speed limits. Rash driving and breaking traffic rules must be avoided with utmost sincerity.
30. In order to participate in tendering process, the contractor should have a registered office in Mumbai resolution of issues and quality transport service. Service Provider will have to submit documentary proof of any change in the Address, Phone number; Fax Number, etc. when intimating in writing to Brihanmumbai Municipal Corporation, Mumbai.
31. The decision of the Institute in regard to interpretation of the terms and conditions shall be final and binding on the agency.
32. All legal disputes will have the jurisdiction of Mumbai only. Executive Health Officer, Brihanmumbai Municipal Corporation.

Sd/-  
Executive Health Officer

**Annexure: A**  
**TECHNICAL BID**

DESCRIPTION: Expression of Interest for Vehicle Hiring Services RBSK Programme at Brihanmumbai Municipal Corporation, Mumbai Interested bidder should submit following self attested documents with stamp and required information. If any bidder failed to submit then they shall be rejected on the basis of invalid/insufficient documents.

Sr. No.1 -PARTICULARS

Sr. No.2 -Name of Agency

Sr. No.3- Postal address

Sr. No.4- Name of Contact person

Sr. No.5- Mobile No

Sr. No.6- E-Mail ID

Sr. No.7- Registration Certificate (copy enclosed)

Sr. No.8- PAN (Permanent Account Number) (copy enclosed)

Sr. No.9- GST Registration No. (copy enclosed)

Sr. No.10- Work Experience Certificate

Sr. No.11- Vehicle T-permit license ( 55 no. of vehicle )

Sr. No.12- Any Other Details (MSME/NSIC/SHG etc.)

After the successful selection bidder must submit the following document.

Sr. No.13- Their drivers must possess valid driving license for driving the vehicle. There should be valid and current RC, Insurance policy, Pollution check certificate, Road permit and other necessary documents as mandated by RTOs where the vehicles are deployed.

Place: Signature of Proprietor/Partner/Director

**Annexure: B**  
**FINANCIAL / PRICE BID**

[To be submitted in a separate sealed cover on Letter Head]

To,  
Executive Health Officer,  
Brihanmumbai Municipal Corporation  
Parel -400012

Dear Madam,

Subject: Financial Bid for EOI of Vehicle Hiring Services on “AS AND WHEN REQUIRED BASIS for RBSK ” at Brihanmumbai Municipal Corporation, Mumbai In response to EOI cited above, we are pleased to enclose the following as our financial bid for your kind consideration:

Government Approved Rate of **Rs. 31,238/-** per month/Per vehicle (**Price should be quoted in INR** (all inc.tax.) RBSK Programme for 55 Teams (55 T-permit Four-Wheeler Non-AC Vehicle)

Place: Signature of Proprietor/Partner/Director

## SELF-DECLARATION – NO BLACKLISTING

Date .....

TO,  
Executive Health Officer,  
Brihanmumbai Municipal Corporation, Mumbai  
Parel -400012

Dear Madam,

Ref: Tender empanelment and rate contract for hiring vehicles as and when required basis In response to the EOI Document for empanelment and rate contract for hiring vehicles as and when required basis, I/ We hereby declare that presently our Company/ firm \_\_\_\_\_ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/ firm is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our security may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be debarred from bidding in future against any other tender.

Yours faithfully,

Date:

Place: Signature with Seal