

TENDER DOCUMENT
FOR PROVIDING PARKING SERVICES AT
JSS HOSPITAL, MAHATHMA GANDHI ROAD
MYSORE-570004

TO BE DEPOSITED TO THE OFFICE OF DIRECTOR JSS HOSPITAL, MYSORE

Cost of the Tender Document Rs. 2,000.00

JSS HOSPITAL
MAHATHMA GANDHI ROAD
MYSORE-570004
(Tel: 0821- 2335555)

TENDER DOCUMENT
FOR PROVIDING PARKING SERVICES AT
JSS HOSPITAL, M G ROAD, MYSORE

Cost of the Tender Document : Rs.2,000/- (Rupees Two Thousand only)

Deposited vide JSS receipt No._____ dated_____(or)

Demand Draft No._____dated _____drawn (Bank)_____

Last date & time for submission of duly filled in Tenders:

Date: 25.03.2026

Time : 05.30 PM

(Duly filled in tender documents, complete in all respects, to be submitted in a
sealed envelope to

The Office of Director, JSS Hospital, M G Road, Mysore)

TENDER DOCUMENT
FOR PROVIDING PARKING SERVICES AT
JSS HOSPITAL, MAHATHMA GANDHI ROAD
MYSORE-570004

Introduction:

JSS Hospital, Mysore is a multispecialty Hospital with 1800 beds, intends to outsource the Pay & Park facility to a reputed and experienced Agency. Advertisement has been given in leading News Papers calling expression of interest and commercials for providing Parking services at JSS Hospital.

JSS Hospital Consists of 12,50,000 sqft of built-in area and is surrounded by 10 acres of open area. The Hospital consists of 7 floors including basement and ground floor. On an average the Hospital has 1200 inpatients with the expected growth of 5% every month. The hospital has on an average OPD of 2750 or 3000 patients every day. It has staff strength of around 1750 members including outsourced employees. Thus total foot fall for the hospital every day is around 10,000 members, which includes patients, staff, visitors and attenders.

The tenderer can download the tender form in our website www.jsshospital.in/tenders-&-notifications. The tender form can also be obtained from the office by paying requisite amount of application fee.

The tenderer shall go through the tender form in detail and shall have to provide all the information required as per the tender document. They shall go through the terms and conditions appended with and shall submit the required necessary supporting documents.

The bidders can visit the JSS Hospital with the prior permission from Administrative officer and they may visit the Hospital to assess the parking area & requirements to propose accordingly.

After receiving the tender documents a date will be communicated to the Short listed bidders for a meeting. They are also free to solicit any information required in the meeting.

JSS HOSPITAL, M G Road, Mysore

**TENDER FOR PROVIDING
PARKING SERVICES AT
JSS HOSPITAL**

1. NAME OF THE TENDERER (as per Registration Certificate)	
2. COMPLETE POSTAL ADDRESS OF THE TENDERER	
3. Name of the Company/ Firm and complete registered address 1 (a) Legal Status (Individual, Proprietary firm, Partnership firm, Limited Company or Corporation)	
4. Name, Designation and Tel. No (s) of the Contact Person Fax No e-mail address	
5. Year of Commencement of Business	
6. Statutory Details (photocopy to be attached) - Registration No of the firm - PAN - RPFC- registration No - ESI Registration No - Service Tax Registration No	

7. List of Present and past clients (please use separate sheet for each) as per the following format. The information provided will facilitate evaluation of your bid.

SL. No	Name of the Organization with complete postal address	Name and designation of the contact person with Tel/ mob no(s)	Date from which the contract was awarded	No. of person deployed by your firm

8. Volume of business done during the last 3 years (please submit documentary evidence)

Details of annual financial turnover (gross)	2023-2024	2024-2025	2025-2026

(From No. 6)
FINANCIAL BID OFFER OF THE TENDERER

(Should be kept in the separate sealed Envelope)

Monthly License Fee for JSS Hospital Visitors Parking & Traffic management
Contract at JSS Hospital, M.G Road, Mysore inclusive of all.

SL No.	Description of work	Bidder to quote Feeper month in Indian Rupees	Annual Fee in Indian Rupees
1	Running of parking stand for Car, Scooter, Motorcycle, Auto, Cycle, and all other types of vehicles belonging to visitors and staff employed at JSS Hospital Mysore		

Rupees (In Words)
per Month

Date

Signature:

Place:

Name:

Designation:

Seal :

Contact No.

ELIGIBILITY CONDITION/GUIDELINES:

1. Basic Eligibility

The applicant should have experience in the field for a minimum period of five years.

- a) Experience of having successfully providing the Parking services to the leading companies/industries/Hospital during the last five years.

2. Performance certification:

The bidder's shall enclose performance certificate in major organisation in the last three years and services in hand should be certified by a responsible person from the concerned organization. The certificate should also indicate the compliance of the statutory requirements.

3. PERIOD OF CONTRACT

1. The period of contract will be for a period one year.
2. One year contract period is subject to renewal by the Hospital on satisfactory Performance on mutually agreed Terms and Condition for further period of One year or till such time mutually agreed to.
3. The personnel shall be employees of the service provider and all statutory liabilities such as EPF, ESI & GST etc. shall be paid by service provider and shall be fully Responsible for above dues. The Photocopy of payment challan in respect of all Govt. dues shall be handed over by the service provider to the hospital every month.
4. The service provider shall cover its personnel for their health, accidents and death whilst performing the duty.
5. In between the period of contract if either party wants to discontinue the services has to give one month prior notice before discontinuation of services to the other party.

GENERAL TERMS AND CONDITIONS

1. Please read the terms and condition carefully before filling up the Tender Document. Incomplete tender documents shall liable to be rejected.
2. Before submitting the Tender, details of documents to be attached may be verified from the check list given.
3. The Bidders, who download the tender document from JSS Hospital website are required to submit a separate demand draft for Rs.2000/- (Rupees Two thousand only) towards the cost of the Tender Document drawn in favor of **JSS Hospital, Mysore**. The demand draft is required to be submitted with the technical bid. Downloaded tender document submitted without demand draft shall be rejected.

The duties and responsibilities of the contractor will be as follows: -

1. To manage the Cycle/Scooter/Car parking areas, earmarked for the purpose within the JSS Hospital Campus and charge the requisite fee pre-prescribed through hand held vending machine indicating date, time etc.
2. To manage the areas earmarked for parking of the vehicles meant for the JSS Hospital, Staff/Official & Government Vehicles on free of cost.
3. To manage the flow of traffic within (the JSS Hospital areas of) the main Campus of the JSS Hospital, Mysore.
4. To ensure that the flow of traffic is maintained without any hindrance and that roads meant for one way traffic are manned and that vehicles are not allowed to violate such instructions.
5. To provide adequate manpower to effectively run the services as mentioned above.
6. The contractor shall be responsible for the safe custody of the vehicles (cars, scooters, motorcycle etc. excluding helmets & personal belonging) parked within the specified parking areas both for the general public and staff and shall be liable for the damages in case of loss of vehicles or its fixtures or components which may occur as a result of any theft, tampering or due to any other reasons during the period these have been parked under his custody. Liability, if any, arises would be borne by the contractor.

7. A penalty of shall be levied for non-observance of good behaviour with the public and the staff or for over charging for each complaint/incident. Apart from this JSS Hospital, Mysore authorities shall also reserve the right to cancel the contract by giving one month's notice. The complaints from the General Public and the staff for the harassment /misbehaviour/overcharging or for loss(s) or damages to the vehicles shall be enquired into by the AO of JSS Hospital, Mysore or his authorized representative and the penalty on account of loss(s) or damages shall be recovered from the contractor.
8. The staff employed by the contractor for parking lot will be in proper Uniform. The contractor shall be responsible to ensure that his workers come in Uniform on duty and display their name plates on the pocket of their shirt and they come in neat and clean uniform. The cost of the uniform and nameplates etc. will be borne by the contractor.
9. Different type of tickets/coupons are to be printed for use at JSS Hospital, Mysore by the contractor at his own cost and only these tickets/coupons will be used in all parking lots. He will maintain a register showing serial Numbers of all types of ticket, coupons, daily issue and consumption. Security Manager/Security, JSS Hospital. Will have the right to check various parking areas at any time during the working hours. Any case of misuse/non-use of tickets coming to the notice as a result of such checks will render the second party liable for a penalty.
10. The contractor shall ensure that various Instructions issued from time to time regarding Movement of different kinds of vehicles etc., are strictly enforced. The Administrative Officer of JSS Hospital, Mysore or his authorized representative will issue detailed Instructions regarding one way traffic, speed limit, and timing etc., as and when.
11. The contractor shall ensure proper maintenance of various traffic and other signboards Installed in the institutional areas.
12. The contractor shall ensure restrictions on the movement of such vehicles as are notified from time to time by hospital authorities.
13. Other SLAs will be drawn post tender finalization and made available in the agreement for sign off.

GENERAL CONDITION:

1. The contractor shall be responsible for the timely payment of wages to the staff Employed by him as provided in the minimum wages Act, and other acts/regulations in force time to time.
2. The contractor will not sublet the contract to any other party. In case it is found that the contractor has sublet or assigned the same, the contract will be deemed to be cancelled.
3. The contractor shall be responsible for the safe custody of the cars/scooters/Motorcycle/Cycles parked. In case of theft, damages losses etc., the Contractor shall make good the loss to the owner of the vehicle and the decision of the AO of JSS Hospital, Mysore in this regard shall be final and binding upon the contractor. In the event of the failure of the contractor to make good the loss, the amount will be recovered from the security deposit.
4. The contractor shall employ staff only after getting antecedents verified from area police station and shall submit the same in original to the Administrative Office.
5. In the event of breach of any of the clause of the agreement, the Administrative officer JSS Hospital, Mysore shall cancel the permission to use the space and to resume the re-captive of the space without any notice. The contractor shall vacate the space occupied by them within 24 hours failing which he shall be removed by JSS Hospital, Mysore, failing which shall be liable to pay damages as decided and reviewed by JSSH.
6. Any dispute arising out of this contract agreement during or after the currency of the contract period shall be subject to the Court under Mysore jurisdiction only.
7. The contractor shall not engage any Mysore staff below the age of 18 years and should follow the labour laws and shall submit the list of workers with their names and addresses after their police verification.
8. The attendants deployed by the contractor shall be on the pay rolls of the contract or and hospital authorities will not bear any liability in this regard. The contractor shall be liable to follow all the relevant Rule and Regulation such as contract Labour Act. 1970, Minimum Wages Act, 1948. The Payment of Bonus Act, Employee State Insurance Act, 1948 etc. The contractor shall remain solely responsible for any mistake/negligence committed by his staff which causes injury or theft or loss to Hospital authority.

9. The contractor shall display, at his own cost, a schedule of rates allowed under the agreement at each parking lot in a prominent manner on Boards with lights to ensure visibility even after day light.
10. The contractor should keep a complaint Book and a locked complaint box at each parking site and access to it should be given on demand for lodging complaints for any deficiency found by the user. Keys of the complaint boxes shall be kept in possession to the Hospital administration. He shall display about this provision on Notice Boards.
11. No additional sheds or any other covering will be allowed at the stands. The contact or shall be responsible for keeping the stand neat and clean in all respect.
12. The Director of the JSS Hospital shall have the right to terminate the contract/agreement after giving one month's notice without assigning any reasons.
13. All legal disputes will be settled within the Court of jurisdiction of Mysore.
14. An agreement will be signed stating all the terms and conditions of the contract with the awarded contractor.
15. Other SLAs will be drawn post tender finalization and made available in the agreement for sign off.

CHECK LIST OF DOCUMENTS TO BE ATTACHED WITH THE BID

1. Demand draft for Rs. 2,000 drawn in favor of JSS Hospital, Mysore.
2. Income Tax Assessment order for the last 3 years with PAN number.
3. PAN, PF, ESI, GST registration, necessary labour licenses with photo copies of licenses.
4. Signature of the bidder or his/ her authorized signatory on each page of the tender document as acceptance of the terms and conditions contained in the tender document.
5. Documentary evidence in support of the following:
 - a. Number of years of experience in the major industries, Institutions, Hospitals, and list of them (with complete postal address) served in the past and list of institutions/organizations where Parking services are presently being provided. Name, designations and telephone numbers of the officers in those organization/institutions to be contacted may also be indicated.
 - b. Work plan- indicating the requirement of the staff and deployment pattern of staffs proposed and other details for smooth, efficient and satisfactory performance of the parking services may be enclosed.