

**DISTRICT RURAL DEVELOPMENT AGENCY**  
**(Odisha Livelihoods Mission)**  
KEONJHAR, ODISHA- 758001

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Letter No. 425/OLM/DRDA(K)

Date. 01.11.2018

To  
The DIO  
NIC, Keonjhar

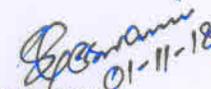
Sub: Uploading of Quotation Call Notice in the Keonjhar District official website.

Sir,

With reference to the subject cited above, please find enclosed the Quotation Call Notice vide No. 424/OLM/DRDA(K) dated. 01.11.2018 along with Terms & Conditions duly signed by the PD, DRDA, Keonjhar for hiring of vehicle under Odisha Livelihoods Mission of DMMU-Keonjhar.

You are requested to upload the Quotation Call Notice in the district official website ([www.kendujhar.nic.in](http://www.kendujhar.nic.in)) for wide circulation.

Yours faithfully

  
DPM-OLM  
DMMU, Keonjhar

**DISTRICT RURAL DEVELOPMENT AGENCY**  
**(Odisha Livelihoods Mission)**  
KEONJHAR, ODISHA- 758001

Notice No. 424/OLM/DRDA(CK) Date. 01.11.2018

**QUOTATION CALL NOTICE**

Sealed quotations are invited from interested reputed Travel Agencies / Tour Operators or Private Individuals for providing one AC diesel driven vehicle having sitting capacity not more than ten including driver, which shall conform to the Terms and Conditions (Annexure - II) for official use in OLM-DMMU Cell, Keonjhar at DRDA, Keonjhar on monthly rent basis.

01. The vehicle must be in Road Worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Coverage Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. which are mandatory for playing of vehicle.
02. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
03. The Driver should be well behaved, gentle and obedient in nature.
04. A sum of Rs. 5,000/- (Rupees five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Odisha Livelihoods Mission - (NRLM), Keonjhar and submitted along with the quotation as security deposit. After completion of the quotation process, the amount will be refunded to the unsuccessful bidders.

05. The monthly rate of hire charge be quoted separately in the general bid information (excluding Fuel and Lubricants Cost)
06. The vehicle must achieve a fuel efficiency of 12 Kms per liter.
07. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per litre) and name of the Driver with Driving License No. and period of validity of the driving license should be specifically provided in the general bid information to be furnished with the Quotation (Annexure-III)
08. The Quotation completed in all respect should reach the undersigned on or before 15.11.2018 by 3.00 P.M through **Speed /Regd. Post only** and shall be opened on the same day at 4.00 P.M in presence of the bidders or their authorized representatives.
09. The application form of Quotation containing General Bid Information and Terms & Conditions for Hiring of Vehicles etc. can be downloaded from [www.kendhjar.nic.in](http://www.kendhjar.nic.in) from 02.11.2018 to 12.11.2018. Along with the downloaded application form, the applicant shall furnish a demand draft for an amount of Rs. 100/- (Rupees one hundred) only towards the cost of application.

  
Project Director  
DRDA, Keonjhar  
Project Director  
D.R.D.A., Keonjhar

**TERMS & CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

01. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as :- i) valid Registration Certificate, ii) Insurance Certificate, iii) Fitness Certificate, iv) valid Contract Carriage Permit, Proof of up-to-date tax payment etc, and valid Driving License of the driver available all the times. The Odisha Livelihoods Mission (DMMU) having its office at DRDA, Keonjhar who will be hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The hirer (Vehicle Owner) shall be responsible for all such litigation.
02. The hire charges to be paid on monthly basis is final but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc, will be borne by the bidder (Vehicle Owner).
03. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
04. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
05. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.

06. The vehicles shall report for duty for minimum of 25 days in a month.
07. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
08. Monthly hire charges and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidders will be paid in every succeeding month, as per possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
09. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Project Director  
DRDA, Keonjhar  
Project Director  
D.R.D.A., Keonjhar

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of Vehicle :-
- 2) Types of Vehicle (AC) :-
- 3) Year of Manufacture :-
- 4) Model :-
- 5) Date of Registration:-
- 6) Name & complete address of the Owner of the vehicle:-
- 7) Fitness Certificate validity:-
- 8) Permit validity :-
- 9) Insurance validity :-
- 10) Name / Address of the Driver:-
- 11) D.L No. & Validity of the D.L of the Driver:-
- 12) Proposed Hire Charge of the vehicle per month excluding fuel cost:-
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service Provider (Quotationer):-  
Mobile No: \_\_\_\_\_

“Certified that the information submitted above is true to the best of my knowledge and belief.”

**Seal & Signature of the Quotationer  
Address :**

