



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KEONJHAR
(DISTRICT CHILD PROTECTION UNIT)



ଜିଲ୍ଲା ଶିଶୁ ସୁରକ୍ଷା ଯୁନିଟ୍, କେନ୍ଦୁଝର

Quotation Call Notice

No. 290 / Date. 9/9/22

Sealed quotations are invited from interested reputed travel agencies/tour operators and private individuals for providing vehicle on monthly basis for District Child Protection Unit, Collectorate, Keonjhar. The detail quotation documents must be downloaded from District website i.e-<http://keonjhar.nic.in>. The quotation documents must be submitted to the "District Child Protection Officer, Collectorate Campus, Keonjhar" through **Regd. Post/ Speed Post** only. The Bidders should subscribe "**QUATATION FOR HIRING OF VEHICLE FOR DISTRICT CHILD PROTECTION UNIT, KEONJHAR**" on top of the envelop.

Last date of submission of Quotation:

29.09.2022 till 10 AM

Date of opening of Quotations :

30.09.2022 on 4 PM in Office
Chamber of Additional
District Magistrate (Rev),
Keonjhar

The authority reserves the right to cancel quotation at any point of time without assigning any reason thereof.

By the order of Additional District Magistrate (Rev), Keonjhar


District Child Protection Officer,
Keonjhar

Memo No 291 Date 9/9/22

Copy to the Assistance Collector, Nizarat Collectorate Keonjhar /P.D, DRDA, Keonjhar / Sub-Collector, Keonjhar/ RTO, Keonjhar for information. They are requested to display the same in their respective office notice board for wide circulation.

Copy to DIO, Keonjhar for information and necessary action. He is requested to upload the quotation call notice in the District NIC website, Keonjhar or information of general public.


District Child Protection Officer,
Keonjhar

Memo No 292 Date 9/9/22

Copy in duplicate submitted to the office notice board of District Child Protection Unit, Keonjhar.


District Child Protection Officer,
Keonjhar

General Conditions:

1. 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 Certificate, Fitness Certificate, Valid Contract Carriage permit, Proof of up to date tax payment etc. which are mandatory for playing of vehicles.
2. The driver of the vehicle must have a valid Driving License for driving light transport vehicle and should be sufficiently well experienced in driving.
3. The driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs. 5000/- (Rupees five Thousand only) shall be deposited by the intending bidders in shape of account payee Bank draft in favour of **Collector-cum-Chairperson, District Child Protection Unit, Keonjhar Payable at Keonjhar** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge be quoted separately in the general bid information (including Drivers monthly Salary, excluding Fuel). As per Finance Department office Memorandum No. 30464 dt.06.09.2019.
6. The vehicle must achieve a fuel efficiency of 10 kms per litre.
7. 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 should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-III).
8. The Quotation completed in all respect should reach the "**OFFICE OF THE DISTRICT CHILD PROTECTION OFFICER, NEAR DIST. ELECTION OFFICE, COLLECTORATE CAMPUS, KEONJHAR 758001**" on or before 29.09.2022 by 4 PM and shall be opened on 30.09.2022 at 4.PM at ADM(Revenue), Chamber, Keonjhar. In presence of the bidders (online mode) or their authorised representatives.
9. The application form of quotation containing general Bid Information and Terms and conditions for hiring of vehicles etc. are available in the office of the District Child Protection Officer, Keonjhar on payment of Rs. 100/- (Rupees One Hundred only) by cash till 29.09.2022 or can be downloaded from District Website [www. Kendujhar.nic.in](http://www.Kendujhar.nic.in). In case of application form is downloaded from Govt. Website, The applicant shall furnish a Demand Draft for Rs.100/- (Rupees One Hundred) only in favour of **INTEGRATED CHILD PROTECTION SCHEME** payment at Keonjhar of the cost of application form along with the application.


District Child Protection Officer,
Keonjhar

Memo No. 293 Date. 9/9/22

Copy to Deputy Collector, Nizarat Collectorate Keonjhar/ P.D, DRDA, Keonjhar / Sub-Collector, Keonjhar/ RTO. Keonjhar with the request to the tender call notice in their notice board


District Child Protection Officer,
Keonjhar

TERM & 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.

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- Valid Registration Certificate , Insurance Certificate, Fitness Certificate, Valid contract carriage permit, Proof of up to date tax payment etc. and D.L of the driver available all the times. The Department/Office hiring the vehicles or loss of life/ injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
2. The hire charges to be paid for 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.
3. It shall be the responsibility of the bidder to provide a good driver and salary of the driver shall be borne by the owner.
4. In case of break down for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle /bidder.
5. In case of the vehicle don't report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for duty for minimum 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt. Norms) of the selected bidder will be paid in every succeeding month, as per as possible with 15 days of the submission of bills by the service provider and no advance payment will be made.
9. 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 service and termination of agreement.
12. If the bidder violets any of the terms of contact, Govt. shall forfeit the entire amount of security deposit.


District Child Protection Officer,
Keonjhar

GENERAL INFORMATION FOR HIRING VEHICLE

1. Registration No. of Vehicle :
2. Type of Vehicle (AN/Non-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 :
12. Proposed hire charges of the
Vehicle per excluding fuel cost :
13. Rate of Fuel consumption/
Mileage per litre :
14. Contact Number of the service
Provider(Tender/ Quotationer) :

"Certified that the information submitted above is true to the best of my
knowledge & belief"

Seal & Signature of the
Quotationer/Tenderer

1. The **Technical bid** should contain the Certificates related to:

- I. Tender form duly signed on each page (The tenderer is required to sign all the pages of the tender document.)
- II. EMD in the form of Account payee DD of any Nationalized / scheduled bank, drawn in favour of Collector-cum-Chairperson, District Child Protection Unit, Keonjhar, Payable at Keonjhar.
- III. Attested copy of "partnership deed" in case of partnership firms.
- IV. Attested copy of PAN No.
- V. Attested Copy of Valid Vehicle Registration Certificate.
- VI. Attested Valid Contract Carriage Permit.
- VII. Attested proof of Update Tax Payment.
- VIII. Attested Valid Driving License of LMV for driving of Light Transport passenger Vehicle.
- IX. Attested Valid Insurance Certificate of Vehicle.

Tender form

To

**Additional District Magistrate (Revenue)
Keonjhar**

**Sub: -TENDER FOR HIRING OF VEHICLE FOR OFFICE OF THE DCPU,
KEONJHAR UNDER W&CD DEPT., GOVT. OF ODISHA**

With reference to your Tender Notice No _____ dated _____ for tender on the above subject. I/ we hereby offer my / our Tender on the terms and conditions (annexed here to) and the rates specified in the schedule attached.

Should this Tender be accepted either fully or in parts I/ We hereby agree to abide by and fulfil all the terms and conditions of the contract hereafter as applicable, or in default thereof for fit to and pay to the District Child Protection Unit, the sum of money mentioned in the said conditions without prejudice.

The sum of Rs. _____/- by Account payee Demand Draft towards Earnest Money Deposit vide Demand draft No. _____ dated _____ is enclosed.

If I / we fail to carry out the work according to the specification given in the schedule entire money and security deposits may be forfeited without prejudice to any other right or remedies of the District Child Protection Unit, Keonjhar.

"I _____ S/o _____ r/o _____ hereby certify that none of my relative (s) as defined in the tender document is/are employed in DCPU, Keonjhar as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, DCPU, Keonjhar shall have the absolute right to take any action as deemed fit/ without any prior intimation to me."

Thanking you,

Place

Yours faithfully

Date:

Name :

Address

Signature

Telephone No.