



**GOVERNMENT OF ODISHA**  
**OFFICE OF THE PANCHAYAT SAMITI, SADAR (KEONJHAR)**

Phone No: 06766-255494

Email Id- ori-bkeonjhar@nic.in

Quotation/tender Call Notice

No 4479 /Date 28/10/2022

In pursuance to Letter No. 17781, Dated- 17/09/2022 of PR & DW Department communicated via Letter No. 5891, Dated- 20/10/2022, by CDO-cum-EO, Zilla Parishad, Keonjhar and allowed by CDO-cum-EO, Zilla Parishad, Sealed quotations/tenders are invited from interested Tour Operators of Private individuals for providing (1) Vehicle (TUV 300/ Bolero/ Sumo Gold/ Eritiga) having sitting capacity not more than nine including driver, which shall confirm to the terms and conditions (Annexure-II) for official use for monitoring and supervision of MGNREGA works in Panchayat Samiti Office, Keonjhar, Sadar on monthly rent basis in conformation to Finance Department Office memorandum No. 27037, Dated 08/10/2015 & O.M. No. 30464, Dated- 06/09/2019 of Finance Department.

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, GST Registration** etc. which are mandatory for paying of vehicles.
2. The hired vehicle can't be used for any private/commercial purpose beyond office of during holidays.
3. The driver of the vehicle must have a valid license for driving light transport passenger vehicle and should be sufficient experienced in driving transport passenger vehicle.
4. The driver should be well behaved, gentle and obedient in nature.
5. A sum of **Rs. 5000/-** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn **in favour of the Block Development Officer, Keonjhar, Sadar** and submitted along with the tender as Security Deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge be quoted separately in the general bid information (excluding Fuel and Lubricants)
7. The vehicle must achieve fuel efficiency of **10KM/per ltr.**
8. The vehicle has to be parked in Block premises for 24 hours and move with prior intimation to the undersigned.
9. The details of the make and year of manufacture of the vehicle, Registration No. Mileage (Kms covered per ltr.) 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 quotation/tender (Annexure-II).

10. The quotation completed in all respect to reach the undersigned on or before 04/11/2022 by 2.00 PM and shall be opened on the same date at 4.00 PM in presence of the bidders or their authorised representative.
11. The application form of quotation/tender containing general bid information and terms and conditions for hiring of vehicle etc. will be available with Panchayat Samiti Office, Keonjhar, Sadar on payment of Rs.100/- from 28/10/2022 to 04/11/2022 (2.00PM) on working days or can be downloaded from District website. www.keonjhar.nic.in from 28/10/2022 to 04/11/2022(2.00PM) in case of application downloaded from District website the applicant shall furnish a demand draft for an amount of Rs. 100/- towards cost of application along with the application.
12. The undersigned reserves the right to accept nor reject or negotiate the quotation.
13. The envelop of sealed quotation must superscribe "QUOTATION/TENDER HIRING OF VEHICLE".

  
Programme Officer-cum-BDO  
Sadar Block, Keonjhar

Memo No 4480 /Date 28/10/2022

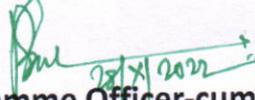
Copy forwarded to the Tahasildar, Keonjhar/Medical Officer, CHC, Padmapur/CDPO, Keonjhar/EO, Municipality, Keonjhar for information and necessary action. They are requested to publish the quotation/tender call Notice Board for wide circulation.

Copy forwarded to the DM, NIC, Keonjhar for kind information and necessary action with a request to publish the quotation/tender call Notice in the District website. www.keonjhar.in from 28/10/2022 to 04/11/2022

Copy to Computer Programmer, Sadar Block, Keonjhar for information and necessary action. She is instructed to co-ordinate with the DM, NIC, Keonjhar for publication the quotation/tender call Notice in the District website. www.keonjhar.nic.in from 28/10/2022 to 04/11/2022

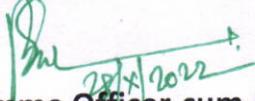
Copy to Office Notice Board, Panchayat Samiti, Keonjhar, Sadar

Copy to Cashier, Sadar Block, Keonjhar for information and necessary action.

  
Programme Officer-cum-BDO  
Sadar Block, Keonjhar

Memo No 4481 /Date 28/10/2022

Copy submitted to the Chief Development Officer-cum-EO, Zilla Parishad, Keonjhar for favour of kind information and necessary action.

  
Programme Officer-cum-BDO  
Sadar Block, Keonjhar

**Annexure - II****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.

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 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 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 the salary of the driver shall be borne by the owner.
4. 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.
5. 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.
6. The vehicles shall report for duty for minimum of 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 reimbursements towards cost of diesel (as per actual) and lubricants ( as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen 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 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.

**Signature of  
Quotation/Tender Calling Authority**

**Annexure - III****GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of Vehicle : -
- 2) Type of Vehicle (AC/Non-AC): -
- 3) Year of Manufacture : -
- 4) Model : -
- 5) Date of registration:-
- 6) Name & complete address of the owner of 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 (Tenderer/Quotationer)  
Mobile ..... Telephone.....

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

**Seal & Signature of the  
Quotationer/Tenderer**