

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KEONJHAR.  
( ST & SC Development Section)

No. 3549 / Wel./ Dt. 09.11.2022

**QUOTATION CALL NOTICE FOR HIRING OF VEHICLE.**

Sealed Quotation are invited from Travel Agencies / Individuals for hiring of 01 no. of Vehicle like Tiago/Bolt/Celerio (Petrol) for engagement on monthly rental basis for official use District Welfare Officer, Keonjhar. Interested Travel Agencies / Individuals may submit offers in prescribed Performa with monthly rent and per liter mileage in conformity to the Finance Department Circular No. 30464/ Dated 06.09.2019.

The detailed quotation call notice and the format for use in offer along with the terms and conditions of engagement of vehicle will be available at the Office of the District Welfare Officer as well as in the District web site [www.kendujhar.nic.in](http://www.kendujhar.nic.in). The quotation is to be received only through **Registered Post/ Speed Post** only with superscription of "**HIRING OF VEHICLE**" on the head of envelope on or before **24.11.2022 at 01 PM** in the office of the District Welfare Officer, Keonjhar . Which will be opened on 25.11.2022 at 11 AM in the Office Chamber of PA,ITDA, Keonjhar..

  
Dist. Welfare Officer,  
Keonjhar.

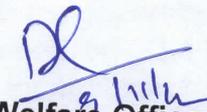
Memo No. 3550 / Wel.

Dated. 09.11.2022

Copy to the D.I.O., N.I.C., Keonjhar for favour of kind information with a request to upload the Quotation Call Notice in District Web Site for information of general public.

Copy to the All District Level Officer/ All BDOs/ All Tahasildars / All Sub-Collectors/ All PA, ITDAs for kind information with request to display the notice in their office notice boarder for information of general public.

Copy to Office Notice Board for wide publication.

  
Dist. Welfare Officer,  
Keonjhar.

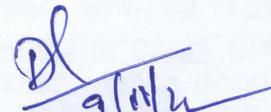
Memo No. 3551 / Wel.

Dated. 09.11.2022

Copy to the D.I.P.R.O., Keonjhar for information.

Copy to PA to Collector, Keonjhar for favour of kind information of Collector, Keonjhar.

Copy to Steno to ADM, Keonjhar for favour of kind information of Addl. District Magistrate, Keonjhar.

  
Dist. Welfare Officer,  
Keonjhar.

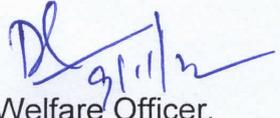
OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KEONJHAR  
(ST & SC DEVELOPMENT SECTION)

**QUOTATION/TENDER CALL NOTICE FOR HIRING OF VEHICLE**

No. 3549 /Wel. Dt. 09.11 2022

Sealed quotations are invited from interest reputed Travel Agencies/Individuals for providing one Tiago/Bolt/Celerio (Petrol) driven vehicle, which shall conform to the Terms and Conditions ((Annexure-1) for official use of the District Welfare Officer, Keonjhar on monthly rental basis.

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 plying of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of **Rs. 5,000/-** shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the District Welfare Officer, Keonjhar and submitted along with the tenders 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 (excluding fuel and lubricants) within the ceiling limit of **Rs.20,000/-** per Month.
6. The vehicle must achieve a fuel efficiency of **17 Kms/ltr.**
7. The details of the make and year of manufacture of the vehicle, registration No. mileage (Kms covered per litre both in AC and Non AC ) and name of the driver with Driving License No. and period of validity should be specifically provided in the general information to be furnished with Quotation(Annexure-II).
8. The quotation completed in all respect should reach the undersigned on or before 24.11.2022 at 1.00 PM and shall be opened on 25.11.2022 at 11AM before the tender committee constituted for the purpose in the Office chamber of PA, ITDA, Keonjhar in presence of the bidders or their authorized representatives. The cover containing the tender shall super scribed by the words "**Engagement of a hired vehicle for official use of DWO, Keonjhar**" on the top of the envelop and addressed to the "District Welfare Officer, Keonjhar" **and also contain the complete address of the tenderer.**
9. The undersigned reserve the right to accept or reject or negotiate the quotation.
10. The application form of quotation / tender containing General Bid information & terms and conditions for Hiring of vehicle etc. will be available in the office on payment of Rs.100/- from 10.11.2022 to 24.11.2022 or can be downloaded from [www.kendujhar.nic.in](http://www.kendujhar.nic.in). from date 10.11.2022 to 24.11.2022 . In case the application form is downloaded from Govt. website the applicant shall furnish a Demand draft for an amount of Rs.100/-(Rupees one hundred) only towards the cost of application along with the application.

  
District Welfare Officer,  
Keonjhar.

Memo No. 3550 /Wel. Dt. 09.11 2022

Copy to the D.E.O.,NIC, Keonjhar for information and necessary action.

He is requested to upload the above tender documents in the District website.

  
District Welfare Officer,  
Keonjhar.

Memo No. 3551 /Wel. Dt. 09.11 2022

Copy to all District Level Officers of the district for information and necessary action. They are requested to make wide publicity through their notice board for filling of tender.

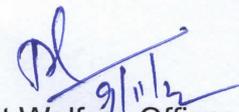
Copy to all Sub-Collectors/Block Development Officer,/Tahsildars of the district for information and necessary action. They are requested to make wide publicity through their notice board for filling of tender

  
District Welfare Officer,  
Keonjhar

TERMS AND CONDITIONS FOR HIRING OF VEHICLE.

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

1. The successful bidder has to enter into an agreement with the hiree for providing the vehicle with certain agreeable term and conditions.
2. The hired vehicle 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 office hiring the vehicle shall not be responsible any damage/loss caused to hired vehicles or loss of life/injury made to any persons or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of diesel, which is to be paid separately. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, Gear Box & different coolant, Tyres & tubes, battery etc. will be borne by the bidder.
4. It shall be the responsible of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
5. 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.
6. 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.
7. The vehicle shall report for duty every day 8.00 AM after duty, the vehicle will be parked at owner's risk.
8. In case of emergency, the driver will have to report for duty as per the requirement of hiree. No extra payment shall be demanded.
9. Monthly hire charges will be paid in every succeeding month, as far as possible within fifteen days of the succeeding month and no advance payment will be made.
10. The vehicle shall not be more than three years old from the initial registration and also in good running condition during the period of contract.
11. If the service is found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. In case the service provider intends to withdraw the services 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.
13. If the bidder violates any of the contract, the office shall forfeit the entire amount of security deposit.
14. The hiree of the vehicle reserves the right to add or delete any condition if it is felt necessary during the time of execution of agreement.

  
District Welfare Officer,  
Keonjhar

**ANNEXURE-II**

**GENERAL INFORMATION FOR HIRING VEHICLE**

1. Registration No. of the 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 Charges of the vehicle per Month(Excluding Fuel cost):-
13. Rate of fuel consumption/Mileage per litre a) Non AC:-
14. Contact Number of the Quotation:- Mob No.

Tel No.

E-mail ID

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

Signature of the Quotation.