

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KEONJHAR.

(Social Welfare Section)

Letter No. 4988 /DSWO

Date 15.12.2022

QUOTATION CALL NOTICE

Sealed quotations are hereby invited by the undersigned from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one good condition Bolero/ Bolero NEO Diesel driven vehicle having sitting capacity not more than seven including Driver, which shall conform to the terms and conditions (*Annexure-I*) for official use for monitoring and supervision of various developmental works and maintaining other official tours by the undersigned on monthly rent basis from the date of engagement, which may either be terminated prior to date of commencement if remained, or extended thereafter on administrative exigency.

01. The vehicle must be in Road Worthy condition, shall not be more than one year old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate & valid Contract Carriage Permit etc. which are mandatory for plying of vehicle.
02. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle & should be sufficient experienced in driving transport/passenger vehicle.
03. The Driver should be well behaved, gentle and obedient in nature.
04. The rate of maximum hire charges per month shall be Rs.31,000.00 (Rupees thirty-one thousand) only (excluding POL) and vehicle must achieve a fuel efficiency of minimum average 10 KM per liter as per **Finance Dept., Govt. of Odisha Notification No 30464/F, dtd. 06.09.22.**
05. The details of the make and year of manufacture of the vehicle, registration no., mileage (KMs covered per liter both in AC and Non-AC) and name of the Driver with Driving License No. (LMV professional) and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/ Tender (*Annexure-II*).
06. The quotation completed in all respect should reach the undersigned on or before **Dt.27.12.22 by 10.00 A.M. and shall be opened on the same day at 11.00 A.M.** by the undersigned in presence of the bidders or their authorized representatives, if remain present. Quotation of the lowest bidder shall be accepted for engagement of vehicle in an agreement with terms and conditions.
07. The undersigned reserves the right to accept or reject or negotiate the quotations without assigning any reason thereof.
08. The Envelope of Sealed Quotation must be super-scribe **“QUOTATION FOR HIRING OF VEHICLE”**.

*July 14/12/2022*  
District Social Welfare Officer,  
Keonjhar.

P.T.O

**OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KEONJHAR.**

(Social Welfare Section)

Letter No. \_\_\_\_\_/DSWO Date \_\_\_\_\_

**Memo No** 4989, **Dated** 15.12.2022

Copy to the Notice Board of DSWO, Keonjhar for information of general public.  
Copy to vehicle guard file.

*Jula*  
*14/12/2022*  
District Social Welfare Officer,  
Keonjhar.

**Memo No** 4990, **Dated** 15.12.2022

Copy to D.I.O., NIC, Keonjhar for information and necessary action. He is requested to display this quotation call notice in the official website of the district for general information of the public.

*Jula*  
*14/12/2022*  
District Social Welfare Officer,  
Keonjhar.

**Memo No** 4991, **Dated** 15.12.2022

Copy forwarded to the Tender Committee Members for information. They are requested to attend the Tender Committee meeting for opening of quotations in respect of engagement of hiring vehicle for office use of DPMU- DSWO, Keonjhar as a member on 27.12.22 at 11.00 a.m.

*Jula*  
*14/12/2022*  
District Social Welfare Officer,  
Keonjhar.

**TERMS & 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 hirer for providing the vehicle with certain agreeable terms 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 Driving License of the Driver available all the times. The office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles or loss of life/ injury made to any persons or damage to any property on account of uses of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly excluding POL. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tires & Tubes, Battery etc. will be borne by the bidder.
4. 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.
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 at 9.00 a.m. during day office and at 6.00 a.m. during morning office. 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 hirer. 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 after production of necessary credit bills/ vouchers and log book and no advance payment will be made.
10. Fuel/ HSD will be provided by the office as per actual running kilometers from the office to different places.
11. The vehicle **shall not be more than one year old from the initial registration** and also in good running condition during the period of contract.
12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. In case of service provider intends to withdraw 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.

*Julia*  
14/12/2022  
District Social Welfare Officer,  
Keonjhar.

GENERAL INFORMATION FOR HIRING VEHICLE

01. Registration No. of Vehicle :-
02. Type of Vehicle (AC/ NON AC) :-
03. Year of Manufacture :-
04. Vehicle Type & Model :-
05. Date of Registration :-
06. Name & complete address of the owner of vehicle :-
07. Fitness Certificate validity :-
08. Permit validity :-
09. Insurance validity :-
10. Name & address of Driver :-
11. Driving License No. & validity of the D.L. of the Driver: -
12. Proposed Hire Charge of the vehicle per month :-
13. Rate of fuel consumption/ mileage per liter (a) Non-AC :-  
(b) AC :-
14. Contract number of the Quotationer: 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 Quotationer**

**Date: -**