

# OFFICE OF THE TAHASILDAR, HATADIHI

## QUOTATION / TENDER CALL NOTICE

No. 3159 /Nizarat / dt. 24.08.2023

The sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01 no. of AC diesel driven vehicle (preferably one TUV300 /Bolero/Sumo Gold/Ertiga) having seating capacity not more than ten including driver, which shall confirm to the Terms and Conditions (Annexure II) for official use in the office of the Tahasildar, Hatadihi on monthly hire basis.

1. The vehicle must be in road worthy condition, shall not be more than 03 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 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.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahasildar, Hatadihi 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 (excluding fuel efficiency and lubricants.)
6. The vehicle must achieve a fuel efficiency of minimum average mileage of 10 KMs per litre
7. The details of the make of the made and year of manufacturing 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 (Annexure-III)
8. The quotation completed in all respect should reach the undersigned on or before 12.09.2023 by 12.00 Noon and shall be opened on the same day at 4P.M. in presence of the bidders of their authorised representative.
9. The application form or quotation containing general bid information and terms and conditions for filing of vehicle etc will be available in the office of the undersigned on payment of Rs.100/- (Rupees One Hundred) only.
10. GST registration is compulsory for all participating bidders, in case shortfall of documents to this regard it is not eligible to file quotation.

Memo No 3160 /dt 24.08.2023

Copy submitted to the Sub-Collector, Anandapur/Tahasildar, Anandapur/Ghasipura / BDO, Hatadihi/Anandapur/Ghasipura / EO, Anandapur Municipality/Copy to notice board for wide publication.

Copy submitted to the DIO, NIC, Keonjhar for kind information and requested to publish in the web portal for wide publication of the general public.

*24.8.23*  
Tahasildar, Hatadihi

*24.8.23*  
Tahasildar, Hatadihi

## ANNEXURE-II

### TERMS AND CONDITIONS FOR HIRING OF VEHICLE

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

1. The hired vehicle during period of contract, shall have all necessary valid M.V 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 vehicle 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 in final but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, gear box and differential coolants, tires and tubes, battery etc. will be borne by the bidder.
3. It shall be responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
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 vehicle 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 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 as possible within 15 days of the submission of bills by the service provider and no advance payment will be made.
9. The period of the contract shall be initially for a period of 2 years which can be extended subject to satisfactory performance. The maximum hiring charges of the mentioned vehicles is Rs.31,000/- P.M. excluding taxes. The registration of the vehicle should not be more than 3 years from the date of agreement.
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 immediately 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.

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**Annexure-III**

**GENERAL INFORMATION FOR HIRING VEHICLES.**

1. Registration of vehicle:-
2. Type of Vehicle (AC/Non-AC):-
3. Year of manufacture:-
4. Model:-
5. Date of Registration:-
6. Name and complete address of the owner of the vehicle:-
7. Fitness Certificate validity:-
8. Permit validity:-
9. Insurance validity
10. Name and address of the Driver:-
11. D.L No & validity of 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 No of the service provider (Quotationer)

Mobile No.....Telephone No.....

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

**Signature of the Quotationer.**

