

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KEONJHAR.

(Social Welfare Section)

Letter No. 668 /DSWO

Date 23/2/24

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.

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. The vehicle must be in Road Worthy condition, shall not be more than one years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, proof of up-to-date tax payment & valid Contract Carriage Permit etc. which are mandatory for plying of vehicle.
3. 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.
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 DSWO, Keonjhar and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The rate of maximum hire charges per month shall be Rs.31,000.00 (Rupees thirty one thousand) only (excluding POL & lubricants) and vehicle must achieve a fuel efficiency of minimum average 10 KM per liter.
7. 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*).
8. The quotation completed in all respect should reach the undersigned on or before **Dt.29.02.24 by 10.00 A.M. and shall be opened on the same day by 4.00 P.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.
9. The application form of quotation/tender containing General Bid information & terms & conditions for hiring of vehicles etc. will be available at "<https://kendujhar.nic.in/>". The applicant shall furnish a Demand Draft for an amount of Rs. 1,000/- (One Thousand) only towards the cost of application along with the application.
10. The undersigned reserves the right to accept or reject or negotiate the quotations without assigning any reason thereof.
11. The Envelope of Sealed Quotation must be super-scribe "**TENDER HIRING OF VEHICLE**".


District Social Welfare Officer,
Keonjhar.

P.T.O



Memo No 669, Dated 23/02/24

Copy to the Notice Board of District Social Welfare Officer, Keonjhar for information of general public.

Copy to vehicle guard file.


23/02/24

**District Social Welfare Officer,
Keonjhar.**

Memo No 670, Dated 23/2/24

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.


23/02/24

**District Social Welfare Officer,
Keonjhar.**

Memo No 671, Dated 23/02/24

Copy forwarded to the members of Tender Committee for information. They are requested to attend the Tender Committee meeting for opening of quotations in respect of hiring of new closed cover vehicle for office use of DPMU, O/o DSWO as per above schedule.


23/02/24

**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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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. The vehicle shall report for duty for minimum of 25 days in a month.
9. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
10. 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.
11. Fuel/ HSD will be provided by the office as per actual running kilometers from the office to different places.
12. 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.
13. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement. If the bidder violates any of the terms of contract, Govt. Shall forfeit the entire amount of security deposit.
14. 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.


District Social Welfare Officer,
Keonjhar.



General Information

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name / Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

Seal & Signature of
Quotationer/ Provider