



ସହକାରୀନି ଦେଶକ ରେଶମଶିଳ୍ପକ କାର୍ଯ୍ୟାଳୟ ,କେନ୍ଦୁଝର
OFFICE OF THE ASSISTANT DIRECTOR SERICULTURE, KEONJHAR

Park Lane , Near New District Judge Court , Keonjhar 758001

E-Mail:- adskeonjhar@yahoo.com ads-keonjhar@gov.in

QUOTATION CALL NOTICE

No. 636 /

Date 04.04.2025

Sealed quotation are invited from interested reputed Travel Agencies/Tour Operators or private individuals for hiring one AC Petrol Driven Commercial vehicle having sitting capacity not more than ten including driver which shall confirm to the Terms and Condition (Annexure-I) for official use of Assistant Director Sericulture, Keonjhar on monthly rent basis vehicles for smooth management of office and field work.

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 Update tax payment etc. which are mandatory for playing 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.5000/-** shall be deposited by the intending bidders in shape of account payee bank draft in favor of the **Assistant Director Sericulture, Keonjhar** and submitted along with the quotation as security deposit. After completion of tender process, the amount will be returned to unsuccessful bidders without interest.
5. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of **17kms/ Ltr (petrol)**.The monthly hire charge of vehicle is maximum of Rs.20,000/-(Rupees twenty thousand)only.
7. The details of the make and year manufacture of the vehicle, registration no, mileage (kms cover per liter 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 the Quotation (Annexure-II).
8. The Quotation should be submitted in the address of Assistant Director Sericulture, Keonjhar super scribing "**QUOTATION FOR VEHICLE ON HIRING BASIS**" on the top of the envelope.
9. The Quotation completed in all respect should reach the office of the **Assistant Director of Sericulture, Keonjhar on or before 24.04.2025 by 5.00 PM** and shall be opened on the same next day at **11.00 am on Dated- 25.04.2025** before the tender committee constituted for the purpose in the office chamber of the ADS in presence of the bidders or their authorized representatives.

10. The application form of quotation/tender containing general bid information and term and conditions for hiring of vehicles etc. will be available with the Asst. Director of Sericulture, Keonjhar on payment of **Rs. 500/-** on all working day or can be downloaded from the website <https://kendujhar.odisha.gov.in> the applicant shall furnish a demand draft of an amount **Rs.500/-**(rupees five hundred) only towards cost of application fee.
11. The undersigned reserve to right to accept or reject or negotiate the quotation.

Sd/-
Assistant Director Sericulture
Keonjhar

OFFICE ADDRESS

Assistant Director of Sericulture, Keonjhar
Park Lane , P.O:- Keonjhar
Dist- Keonjhar, Odisha, Pin -758001
E-Mail:- adskeonjhar@yahoo.com

Memo No 637 /Date 04.04.25

Copy submitted to the Deputy Director Sericulture ,Keonjhar for favour of kind information.

Null
04/4/25
Assistant Director Sericulture
Keonjhar

Memo No. 638 /Date 04.04.25

Copy submitted to the Director of Textiles & Handloom, Odisha, Bhubaneswar for kind information.

Null
04/4/25
Assistant Director Sericulture,
Keonjhar

Memo No 639 /Date 04.04.25

Copy to Notice Board for wide Publication.

Null
04/4/25
Assistant Director Sericulture,
Keonjhar

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ANNEXURE-I
TERMS AND CONDITIONS FOR HIRING 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 successful bidder has to enter in to an agreement with the hirer for providing the vehicle with certain agreeable terms and conditions as laid down in the Finance Department Memorandum No.22924 dted.14.08.2023.
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 Carriage Permit, proof of up to date tax payment and other certificate like pollution free 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.
3. The hired charges to be paid for monthly basis is the final but does not include cost of petrol, which is to be paid separately basis on actual consumption of lubricants as per existing Govt. norms. All the expenditure of the vehicle towards repair replacement of spare parts, lubricants 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 the breakdown for reasons whatever, 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 outer sources.
7. The vehicle shall report for duty for minimum of 25 days in a month & shall report for duty every day at 10.00 A.M. after duty, the vehicle will be parked at owner's risk.
8. The vehicle 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 and no advance payment will be made.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. In case of the service provider intends to withdraw the services of his/her 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 contracts, the office shall forfeit the entire amount of security deposit.
14. The hirer of the vehicle reserves the right to add or delete any condition, if it is felt necessary during the time of execution of agreement.


Assistant Director Sericulture,
Keonjhar

**ANNEXURE-II
GENERAL INFORMATION FOR HIRING VEHICLE**

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| 1 | Name of the Service Provider | |
| 2 | Complete Address | |
| 3 | OGST Registration Number | |
| 4 | Gem Registration Number | |
| 5 | Bank Account No.& 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 free Certificate | |
| 13 | Permit validity | |
| 14 | Insurance Validity | |
| 15 | Name and address of Driver | |
| 16 | D.L. No.& Validity of the D.L. of the Driver | |
| 17 | Proposed hire Charges of the vehicle per month excluding fuel cost | |
| 18 | Rate of fuel consumption/Mileage per litre | |
| 19 | Contact number of the Quotationer | |
| 20 | Contact number of Driver | |

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

Signature of the Quotationer