

**COLLECTORATE, RAYAGADA**  
**(ST & SC DEVELOPMENT SECTION)**

No. 5527 I-5/2022.

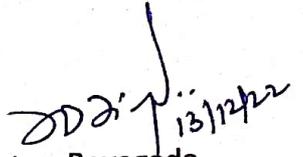
Date. 13.12.22

TENDER CALL NOTICE

Sealed tenders are invited from interested Travel Agencies/ Tour Operators or private individuals for providing 1 (one) no. of Non-AC./ AC diesel driven Vehicle having sitting capacity not more than 7 (Seven) including driver, which shall confirm to the Terms and Conditions (Annexure-II) for official use by the District Welfare Officer, Rayagada on monthly 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 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/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft in favour of the District Welfare Officer, Rayagada and submit along with the tender as EMD (refundable without interest). After completion of tender process, the amount will be refunded to unsuccessful bidder.
5. The monthly rate of maximum hire charges is limited to Rs.20000/- (Rupees Twenty Thousand) only (excluding fuel and lubricants) be quoted separately in the general bid information.
6. The Vehicle must achieve a fuel efficiency minimum average mileage of 15 kms above per liter.
7. The details of the make and year of manufacture of the vehicle, registration no., mileage (KMs covered per liter) 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 Tender (Annexure-III)
8. The tender paper completed in all respect should reach the undersigned on or before on 28.12.2022 by 05.30 PM (Speed Post and Registered Post only) and shall be opened on 30.12.2022 at 11.00 AM in Sadhabana sabhagruha, Collectarate, Rayagada in presence of the bidders or their authorized representatives.
9. The application form of tender containing General Bid information and Terms & Conditions for Hiring of Vehicle etc. will be available with District Welfare Officer, Rayagada Office on payment of Rs. 100/- (Non- Refundable) from 13.12.2022 to 27.12.2022 or can be downloaded from District website www.rayagada.nic.in from 13.12.2022 to 27.12.22 incase the application form is downloaded from District website, the applicant shall furnish a Demand Draft in favour of DWO, Rayagada for an amount of Rs.100/- (Rupees One Hundred) only towards the cost of application along with the application.

10. The undersigned reserves the right to cancel or reject any or all the tenders without assigning any reason thereof.

  
Collector, Rayagada

Memo No. 5528/2022.

Date. 13.12.22

Copy to the Notice Board of DWO, Rayagada/ Collectorate, Rayagada.  
Copy to Cashier of this Office.

  
District Welfare Officer,  
Rayagada

Memo No. 5529/2022.

Date. 13.12.22

Copy submitted to the Sub-Collector, Rayagada/ Gunupur/ All BDOs/ Tahasildars of Rayagada district for kind information and wide publicity in their office Notice Board.

  
District Welfare Officer,  
Rayagada

Memo No. 5530/2022.

Date. 13.12.22

Copy to the District Informatics Officer, NIC, Rayagada for information and necessary action with request to publish the Tender Call Notice advertisement in the district website.

  
District Welfare Officer,  
Rayagada

(Annexure -1)

### Attested Copies of Documents to be submitted along with Tender.

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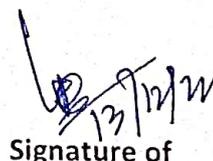
01. Account payee Bank Draft of Rs. 5000/- drawn in favour of District Welfare Officer, Rayagada towards EMD/ Security Deposit.
02. MR for Rs. 100/- towards cost of Tender / Quotation paper or DD for the amount if the application form is downloaded from the website.
03. Valid Registration Certificate.
04. Insurance Certificate.
05. Fitness Certificate.
06. Valid contract carriage permit.
07. Proof of up to date tax payment.
08. DL of the Driver.

  
Signature of the Tenderer.

**TERMS & CONDITIONS FOR HIRING OF VEHICLES:**

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

1. The hired vehicles, 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.I 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.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts & lubricating oil of Engine Gear Box and differential coolant, Tyres & 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 owner.
4. In case of break down for reason whatsoever the replacement of a vehicle of same or better model shall be provided by the owner of the vehicle / bidder.
5. In case of the vehicle don't report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles 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 lubricant (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within in fifteen days of submission of the bills by the service provider and no advance payment will be made.
9. 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.
10. If the services are found to be unsatisfactory, client shall give one month notice and terminate the agreement.
11. In case of the service provider intends to withdraw the service of 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 .
12. If bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.



Signature of  
Quotation /Tender Calling Authority

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of Vehicle:-
- 2) Type of Vehicle(A/C /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. & D.L validity of the Driver:-
- 12) Proposed hire charge of the vehicle per month  
excluding the fuel cost :-
- 13) Rate of fuel consumption /Mileage per litre :-
- 14) Contact No. of the service provider  
Mob No. ....Telephone No. :-

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

Signature of Applicant