



# OFFICE OF THE DEPUTY DIRECTOR OF MINES, KORAPUT CIRCLE, KORAPUT

Main Road, Near Sadar Police Station, Koraput, Odisha 764020.

(E-Mail: ddm.koraput@orissaminerals.gov.in, Phone: 06852 251283)

Letter No. **947** Quotation Call Notice Date. **12**.07.2023.  
...../Mines,

Sealed quotations are invited from interested registered Travel Agencies or Private individual/ service provider for providing four (4) AC vehicle i.e. one (ERTIGA/BOLERO/SUMO GOLD) for use in the office of the Deputy Director of Mines, Jeypore and Three(3) AC vehicles (BOLERO) for use in office of the Mining Officer, Rayagada/Mining Officer, Nabarangpur/Mining Officer, Malkangiri on monthly rent basis i.e. maximum 31,000/- (Thirty-one thousand only) inclusive of all taxes for the year 2023-24. The GST registration by the service provider/ owner of the vehicle is mandatory. (Preference will be given to BS – IV compliant petrol vehicle/ BS – VI compliant diesel vehicles). The application form along with terms and conditions for hiring/engagement of vehicles will be available in the office of the Deputy Director Mines, Koraput during the office hours of the working days on payment of Rs.100 (Rupees One hundred) only towards application fee (non-refundable) from 3.00 PM of dated 12.07.2023 to 3.00 PM 24.07.2023.

A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Accounts Payee Bank Draft drawn in favour of the "Deputy Director of Mines, Koraput" and submitted along with the quotation as security deposit. After completion of the tender process the security amount will be refunded to unsuccessful bidders.

The sealed quotations completed in all respect should reach the undersigned on or before Dt. 24.07.2023 by 4.00 PM. The sealed envelope along with the name and address superscribed on the envelope and clearly marked the "Quotation call Notice for hiring of the vehicle for ..... district". The quotations received after due date and time will not be entertained. The undersigned reserves the rights to cancel/reject the quotation without assigning any reasons thereof.

Date of distribution of quotation paper	3.00 PM of dated 12.07.2023 to 3.00 PM 24.07.2023.	O/o the Deputy Director Mines, Koraput.
Last date of submission of sealed quotation	24.07.2023 by 4.00 PM	O/o the Deputy Director Mines, Koraput.
Opening of sealed quotation/bid	11.00 AM of 25.07.2023	O/o the Deputy Director Mines, Koraput.

DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.

Memo No. 948...../Mines,

Date. 12.07.2023.

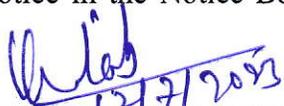
Copy forwarded to District Informatics Centre (DIC), Koraput with request to display the quotation call notice in the web site for wide publicity.

  
DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.

Memo No. 949...../Mines,

Date. 12.07.2023.

Copy submitted to all Prime Govt. Offices of Koraput, Malkangiri, Nabarangpur, and Rayagada Districts with request to display the quotation call notice in the Notice Board for wide publicity.

  
DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.

Memo No. 950...../Mines,

Date. 12.07.2023.

Copy submitted to the Director of Mines and Geology, Odisha, Bhubaneswar/ Director of Minor Minerals, Odisha, Bhubaneswar/Collector & District Magistrate, Koraput / Malkangiri / Nabarangpur / Rayagada for favour of kind information.

  
DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.

Memo No. 951...../Mines,

Date. 12.07.2023.

Copy of quotation call notice displayed in the office Notice Board for public information.

  
DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.

**TERMS AND CONDITINS 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 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 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.
2. The hired vehicle preferably from the same district i.e. Koraput/Rayagada/Malkangiri/Nabarangpur District.
3. The hire charges to be paid for monthly basis is final but does not include cost of diesel or petrol, which is to be paid separately basing on actual consumption of fuel as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tyre & Tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a licensed, good driver (gentle, well behaved, obedient and non-alcoholic) and the salary of the driver shall be borne by the owner.
5. In case of absence of driver for whatever reason, the owner shall arrange the substitute to run the vehicle.
6. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
7. The vehicle should be regularly serviced and maintained to avoid any breakdown. 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. If the owner failed to arrange/replace alternative arrangement will be made by the client and the expenditure will have to be borne by the owner of the vehicle. If he/she fails to pay the expenditure so incurred the same will be deducted from the bill of the owner. In addition, GPS tracking device along with its software will be installed in the vehicle.
8. 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.
9. Monthly hire charges and reimbursements towards cost of diesel or petrol (as per actual) (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider/individual and no advance payment will be made.

10. The vehicles shall not be more than 3 years old from the initial registration and 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. The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered per liter) and name of the driver with driving License No. and period of validity etc. should be specifically provided in the general bid information sheet of the vehicle (provided with the application form) to be furnished with the Quotation **(Annexure - I)**
13. The Quotation completed in all respect should reach the undersigned on or before 3.00PM dated 24.07.2023 and shall be opened on 25.07.2023, 11.30AM in the presence of the bidders or their authorized representatives. There will be no bar in the opening of the sealed quotations, if the bidder or their authorized representatives remain absent. The authorized representatives must have to produce the original copy of the authorization letter (signed by the bidder) along with a copy of Aadhar/Voter ID/DL as proof of identity or else he/she will not be allowed to remain present.
14. In case the Service Provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to furnish one month notice before such withdrawal of service and termination of agreement.
15. Non-submission of any of the required documents or information will subject to rejection of the application/bid.
16. The bid/quotation received after due date and time will not be entertained.
17. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
18. The undersigned reserves the right to cancel/reject any/all the quotations without assigning any reasons thereof
19. Selected bidder must sign an agreement with the Deputy Director of Mines, Koraput for engagement of vehicle on hire basis.

  
24/7/2023

**DEPUTY DIRECTOR OF MINES,  
KORAPUT CIRCLE, KORAPUT.**

**GENERAL INFORMATION FOR HIRING OF VEHICLES**

1. Name of the Traveling Agency/Tour Operator/Private Individuals:
2. Identity Proof of the applicant :
3. Present address for communication :
4. Registration No. of Vehicle :
5. Type of Vehicle (AC/Non-AC) :
6. Year of Manufacture :
7. Model :
8. Date of Registration :
9. Name & complete address of the owner of the vehicle :
10. Fitness certificate validity :
11. Permit Validity :
12. Insurance Validity :
13. Name / Address of the Driver :
14. D. L. No. & Validity of the D.L. of the Driver :
15. Proposed hire charges of the vehicle per month  
(excluding fuel cost) :
16. Rate of fuel consumption / Mileage per liter :
17. Contact Number of the Service Provider (Quotationer) :Mob:
18. PAN No. of the Service Provider :
19. Details of Security Deposit amount :
20. Details of application fee paid :

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

***Seal & Signature of the Quotationer/Tenderer***