

OFFICE OF THE TAHASILDAR, PADMAPUR (DIST- RAYAGADA)

No. 1064 /XXII-01/2020~Vehicle

Dated the 01ST JUNE, 2020.

QUOTATION CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing **One** Number of A.C./Non AC Diesel driven vehicles (TUV 300/ Bolero) having sitting capacity not more than ten including Driver, which shall confirm to the Terms and Conditions (Annexure-II) for official use in **Tahasil office, Padmapur** on monthly hire basis.

1. The vehicle must be in Road Worthy condition, shall **not be more than 3 (three) years old** from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness certificate, valid Contact Carriage Permit, proof of up to date 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 drawn in favour of the Tahasildar, Padmapur** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders. (In shape of Cash/ Cheque will not be accepted).
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 **10** KMs per litre.
7. The details of the make and year of manufacture 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 specially provided in the general bid information to be furnished with the Quotation/ Tender (Annexure-III).
8. The quotationer/ bidder shall send his quotation (completed in all respect) in the address of **"TAHASILDAR, PADMAPUR, At/Po- Padmapur Dist- Rayagada, Odisha-**

765025" on or before 21/06/2020 during working hours through REGISTERED POST only. Submission of quotation other than registered post will not be accepted. On the top of the sealed cover (containing the detailed documents and bank draft), it should be written as "QUOTATION FOR ENGAGEMENT OF VEHICLE". Receipt of the quotation after 21.06.2020, 12.30 PM and non-submission of necessary documents will not be entertained and liable for rejection. The quotations shall be opened on 23/06/2020 (Tuesday) at 11.00 AM in presence of the quotationer/bidders or their authorized representatives.

9. The application form of quotations/ tender containing General bid information & Terms and conditions for Hiring of Vehicles etc. will be available with Block Office, Padmapur on payment of Rs. 100/- (Rupees One hundred) only from 03.06.2020 to 19.06.2020 during working hours or can be downloaded from Rayagada Dist website www.rayagada.nic.in. In case application is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.100/- (Rupees One hundred) only in favour of **"Tahasildar, padmapur payable at SBI, Padmapur"** towards the cost of application along with the duly filled in application.
10. The authority reserves the right to cancel the quotation without assigning any reason thereof.

Seal & signature of
Quotation/Tender calling Authority
Designation
(TAHASILDAR, PADMAPUR)
Dated the 1ST JUNE, 2020.

Memo No. 1065/2020

Copy along with Annexure-II and Annexure-III forwarded to the BDO, Padmapur/ CDPO, Padmapur/ Sub-Collector, Gunupur/ Project Administrator, ITDA Gunupur/ Regional Transport Officer, Rayagada/DI & PRO, Rayagada for favour of kind information and necessary action with a request to publish the Tender Notice in their Office Notice Board for information of General Public.

Copy submitted to NIC, Rayagada for web hoisting in District portal.

TAHASILDAR PADMAPUR
Dated the 1ST JUNE, 2020.

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Annexure-II

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the 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 Commercial Registration certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, Pollution certificate proof of up to date tax payment etc. and Driving License 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 vehicle owner shall be responsible for all such litigation.
2. In view of pollution being high through use of Diesel Vehicles, it is preferable to hire BS-IV compliant petrol vehicles. The vehicles hired shall be in good condition and shall not be older than 03 (three) years. Vehicles older than 05 (five) years should be replaced by new vehicles by the service provider.
3. 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. All the expenditure of the vehicle towards major or minor repair, replacement of spare parts. Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver who should be well behaved, gentle and obedient in nature and the salary of the driver shall be borne by the owner.
5. 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. The driver should wear a uniform & budge license, he should be a non-alcoholic and should be available as and when required.
6. Log Book shall be maintained by the driver. Kilometer reading and POL drawn shall be necessarily recorded in relevant columns and produce before Block Development Officer regularly for verification.
7. In case, absence of driver for whatsoever reasons the owner shall arrange substitute for the vehicle.
8. 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.
9. 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.
10. The vehicle shall report for duty for minimum of 25 days in a month.
11. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
12. Monthly hire charges and reimbursements towards cost of diesel/petrol (as per actual consumption) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the bidder and no advance payment will be made.
13. The vehicles shall not be more than 03 years old from the initial registration and also in good running condition during the period of contract.
14. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

15. In case the provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant Two month notice before such withdrawal of service and termination of agreement.
16. The vehicle should be kept clean and tidy and should have name boards & snickering as specified in the contract on the vehicle.
17. The hiring may be discontinued immediately, if the officer feels that the vehicles are no longer required for this office.
18. No extra charges will be paid for night halts at out station and the lodging/boarding charges of the driver will be borne by the owner of the vehicle.
19. The bidder, who will quote lowest, will be allowed by the undersigned to execute agreement for engagement of vehicle. In case of quoted price of the bidders found same, the bidder will be decided by drawl of lottery.
20. An agreement will be made with the vehicle owner before engagement of his vehicle on M.V.U work.
21. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Bank Draft drawn in favour of the Tahasildar, Padmapur and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders. No Account payee cheque/ cash will be accepted and for the reason the application will be rejected.
22. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit and pending hiring charges of the vehicle.

Signature of

Quotation/ Tender Calling Authority

(TAHASILDAR, PADMAPUR)

UNDERTAKING BY THE TENDERER/ SERVICE PROVIDER:

I agree to the above terms and conditions for providing hired vehicle.

**Full Signature
of the Tenderer/ Service Provider**

Name:-

Address:-

GENERAL INFORMATION FOR HIRING VEHICLES

1	Registration No. of Vehicle:-	
2	Type of Vehicle (Ac/ Non AC):-	
3	Year of Manufacture:-	
4	MAKE, 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. & Validity of the D.L. of the Driver:-	
12	Tender opted for the Block (Name of the Block opted)	
13	Proposed hire Charge of the vehicle per month:-	
14	Rate of fuel consumption/ Mileage per litre:-	
15	Contact Number of the service provider (Tenderer)	Mobile..... Telephone..... E. Mail Id.....
16	GST No.	
17	XEROX Copy of the documents i.e (i) valid commercial Registration certificate, (ii) Insurance Certificate, (iii) Fitness Certificate, (iv) valid Contract Carriage Permit, (v) proof of up to date tax payment, etc. of vehicle, D.L. of the driver & under taking regarding fitting of device in the MVU Vehicle if selected. are enclosed.	
18	Security deposit amount .Rs.5000/-	Bank Draft No..... Date..... Name of the Bank.....
19	Cost of tender paper Rs.100/- deposited.	1) Money Receipt No. 2) Book No..... 3) Date..... OR 2) DD/BD No.....dt..... Name of the Bank.....

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

Seal & Signature of the Tenderer