

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, RAYAGADA
(DIST. SOCIAL WELFARE SECTION)**

Letter No: 1758/VII-218/2024

Date: 05/07/2024

QUOTATION / TENDER CALL NOTICE

Sealed quotation/tender are invited from interested reputed Travels Agencies/ Tour Operators or private individuals for providing one no's TUV300/Bolero/ Sumo/Gold/ Ertiga having citing capacity not more than seven including Driver, which shall confirm to the Terms and conditions (Annexure-II) for official use in District Social Welfare Officer, office meant for district Cell of D.S.W. O. Rayagada for the period one year on monthly hire basis.

1. The vehicle must be in road worthy condition shall not be more than three years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate and 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 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. 5,000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **District Social Welfare Officer, Rayagada** and submitted along with the quotation/tender as Security deposit. After completion of tender process, the Bank Draft will be refunded without interest to unsuccessful bidders.
5. The monthly rate of maximum hire charges is limited to Rs. 25,000/- (Rupees Twenty Seven Thousand) only (excluding fuel and lubricants)
6. Tire Vehicle must achieve a fuel efficiency of minimum mileage average of 10 Kms per litter.
7. The details of the make and year of manufacturer 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 specifically provided in the General Bid information to be furnished with the Quotations/Tender(Annexure-III)
8. The Tender paper completed in all respect should reach to the undersigned on or before 22.7.2024 by 5.30 P.M. by Regd. Post or Speed Post only. The tenders received after due date and time will not be entertained by this office and will be rejected without assigning any reason thereof. The quotation received by this office shall be opened on 23.07.2024 at 11.30AM/PM in the office chamber of the undersigned in presence of the bidder of their authorized representatives.
9. The application for of quotation / tender containing General Bid Information and terms and Condition for Hiring of Vehicle etc will be available with the District Social Welfare Office , Collectorate, Rayagada on Payment of Rs. 100/- (non- refundable) from 06.7.2024 to 22.7.2024 or can be downloaded from District Official website (www.rayagada.nin.in) from 06.7.24 to 22.7.24 In case the application form is downloaded from the district website , the applicant shall furnish a Demand Draft in favour of District Social Welfare Officer, 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.

Additional District Magistrate
Rayagada
Adl. District Magistrate
RAYAGADA

Memo No. 1759/2024

Dated: 05/07/2024

Copy to Notice Board of Collectorate, Rayagada.

Copy to all Members of the District Level Tender Committee for information and necessary action.

Additional Dist. Magistrate

Rayagada

Dated: RAYAGADA 05/07/2024

Memo No. 1760/2024

Copy to the Sub-Collector Rayagada/Gunupur /CDO-cum-EO Zilla Parishad, Rayagada/PA, ITDA, Rayagada & Gunupur/all Tahasildar/all Block Development Officer /all CDPOs of this District for information and necessary action with a request to publish the tender /quotation notice in their notice board for information of general public.

Additional Dist. Magistrate

Rayagada

Dated: RAYAGADA

Memo No. 1761/2024

Copy along with copy of standard bidding document, terms and conditions and other information for hiring vehicle in Annexure-I, II & III forwarded to the District Informatic Officer, NIC, Rayagada for favour of information with a request to publish this in the District website (www.rarayagada.nic.in) for information of the general public.

Additional Dist. Magistrate

Rayagada

Dated: RAYAGADA

Memo No. 1762/2024

Dated: 05/07/2024

Copy submitted to Additional Secretary to Govt. W&CD Department, Odisha for information and necessary action with reference to her letter No. 13854 dated 23.02.2024

Additional Dist. Magistrate

Rayagada

Dated: RAYAGADA

(Annexure-I)

Attested copies of Documents to be submitted along with Tender.

1. Account payee Bank Draft of Rs. Rs. 5000/- (Rupees Five thousand) only drawn in favour of District Social Welfare Officer, Rayagada towards EMD/ Security Deposit.
2. MR for Rs. 100/- towards cost Tender / Quotation paper or DD for the amount if the Application form is downloaded from the website.
3. Valid Registration Certificate.
4. Insurance Certificates
5. Fitness Certificates
6. Valid contract carriage permits.
7. Proof of up to date tax payment.
8. DL of the Driver.


Additional Dist. Magistrate
Rayagada
Addl. District Magistrate
RAYAGADA

Annexure - IITERMS & 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.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 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 & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
3. 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.
4. 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.
5. 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.
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 reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of 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, the client shall give one month notice and terminate the agreement.
11. In case the service provider intends to withdraw the services 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 the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


Signature of
Quotation/Tender Calling Authority
Add. District Magistrate
RAYAGADA

Annexure - IIIGENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle : -
- 2) Type of Vehicle (AC/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. & Validity of the D.L. of the Driver-
- 12) Proposed hire Charge of the vehicle per month
excluding fuel cost:
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tenderer/Quotationer)
Mobile Telephone.....

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

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