

**OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER,**

**KASHPUR**

**Dist.: RAYAGADA**

Email: [cdpokasip.or@nic.in](mailto:cdpokasip.or@nic.in)

Notification No. 892 /2024 Date: 17/10/2024

**QUOTATION CALL NOTICE**

Sealed Quotations are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 01(One) no. of AC BS-IV petrol driven TUV 300/Bolero/ Bolero Neo/ Sumo Gold/Ertiga Vehicle having sitting capacity not more than 7 including driver, which shall conform to the Terms and conditions (Annexure-II) for official use in this office I.C.D.S. Project, Kashipur on monthly rent basis:

1. The Vehicle must be in Road Worthy condition, shall not be more than 03 (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. The monthly rate of Maximum hire charges is limited to Rs.31000/- (Rupees Thirty one Thousand) only (excluding fuel cost for 60Lits) be quoted separately in the general bid information.
5. A sum of Rs.5000/- shall be deposited by the intending Bidders in shape of Account Payee Bank Draft Drawn in favour of the Child Development Project Officer, Kashipur payable at SBI, Kashipur 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).
6. The Vehicle must achieve a fuel efficiency of 10 KMs 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 the quotation (Annexure-III)
8. The quotationer/ bidder shall submit his Sealed Quotation papers completed in all respect in a closed cover in the address of "Child Development Project Officer, Kashipur, At/Po- Kashipur, Dist- Rayagada, Odisha – 765015" on or before 01.11.2024 by 5.00 P.M during working hours by hand/ through Registered Post/Speed post only. Submission of quotation by any other mode 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 01.11.2024 05:00 P.M. and non-submission of necessary documents will not be entertained and liable for rejection. The quotations received by this office shall be opened on 02.11.2024 at 11:00 A.M. in presence of the quotationer/ bidder or their authorized representatives in presence of the committee member.

9. The application form of Quotations containing General bid information and Terms & conditions of Hiring of vehicles etc. will be available with I.C.D.S. Project, Kashipur on payment of Rs.100/-(Non-refundable) from 18.10.2024 to 01.11.2024 (during office hours of working days only). It is also available in Odisha Govt. website [www.rayagadanic.in](http://www.rayagadanic.in). In case the application form is downloaded from Govt. website the applicant shall furnish a Demand Draft for an amount of Rs.100/-(Rupees One Hundred) only towards the cost of application along with the application.
10. Payment of monthly hire charges will be made on receipt of funds from Government from time to time.
11. The undersigned reserves the right to cancel or reject any or all the quotations without assigning any reason thereof.

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Child Development Project Officer  
Kashipur  
Kashipur

Memo No: 893 /2024

Date: 17/10/2024

Copy along with Annexure-II and III forwarded to the DIO, NIC Rayagada for favour of kind information and necessary action with a request to upload the quotation notice in the District website ([www.rayagada.nic.in](http://www.rayagada.nic.in)) for information of General public.

Copy submitted to the DSWO, Rayagada/Sub-Collector, Rayagada, Gunupur/ All the Block Development Officers of Rayagada district/All the Tahasildars of Rayagada district/ All the Child Development Project Officers of Rayagada district/ Project Administrator, ITDA, Rayagada, Gunupur for favour of kind information and necessary action. They are requested to display this notice on their Notice board for wide publication.

Copy to all local officers of Kashipur block for wide publicity by affixing the notice on their Notice Board and Copy to Notice Board for general information.

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**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, pollution certificate proof of up to date tax payment etc. and D.L of the driver available all the times. The office hiring the vehicle shall not be responsible for any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer 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. Vehicle 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 fuel, which is to be paid separately basis on actual consumption of the vehicle. 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.
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 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 the authority regularly for verification.
7. In case of absence of driver for whatsoever reasons the owner shall arrange substitute for the vehicle.
8. In case of 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.
9. In case of the vehicle do not report regularly, the authority will be liberty to reject the agreement and may engage vehicle from other source.
10. The vehicles 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 (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 bidder and no advance payment will be made.
13. 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.

14. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
15. 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 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 contact 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 Child Development Project Officer, Kashipur 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.

*Dak*  
*17/10/2024*  
Child Development Project Officer  
Kashipur  
Kashipur

**Undertaking by the tender/ service provider:**

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

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

**Name:**

**Address:**

**Annexure - III**

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of the Vehicle. :-
- 2) Type of Vehicle (AC/Non AC). :-
- 3) Year of Manufacture. :-
- 4) Model. :-
- 5) Date of registration. :-
- 6) Total distance run in KM :-  
(As on the bidding date)
- 7) Name & complete address of  
the owner of vehicle :-
- 8) PAN Card / Aadhar Card number of  
the owner of the vehicle :-
- 9) GSTIN (If registered under GST) :-
- 10) Fitness Certificate validity. :-
- 11) Permit validity. :-
- 12) Insurance validity. :-
- 13) Name / Address of the Driver. :-
- 14) D.L. No. & validity of D.L. of the Driver:-
- 15) Proposed hire charge of the vehicle  
per month excluding fuel cost. :-
- 16) Rate of fuel consumption Mileage per liter :-
- 17) Contact Number of the Service provider (Tenderer / Quotationer) :-
- 18) GST No. :-

Mobile No. .... Telephone No. ....

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

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

**FORM OF BID-SECURITY DECLARATION**

**To**

**The Child Development Project Officer,  
Kashipur**

**Madam,**

I/We understand that, according to your conditions, bids must be supported by a Bid-Security Declaration.

I/We understand that, the authority/ Employer/ Tender inviting authority shall cancel our empanelment and/ or suspend/ prohibit debar/ blacklist from participating in bidding in any contract of the state for a minimum period of 180 days in addition to other penal action as per Quotation Call Notice, if we are in breach of our obligation (s) under the bid condition.

**Date:  
Place:**

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