

**OFFICE OF THE ASSISTANT REGISTRAR OF COOPERATIVE SOCIETIES,
RAYAGADA CIRCLE, RAYAGADA.**

E-Mail Id: arcs.rgda@gmail.com

Contact No.06856-224089

QUOTATION / TENDER CALL NOTICE FOR HIRING OF VEHICLE

Sealed quotations / tenders are invited from interested registered Travel Agencies / Tour Operators/ Private individuals for providing 01(one) no of vehicle like **TUV300/Bolero/Sumo Gold/Ertiga** etc. or vehicle of similar model and segment, having the same mileage and hiring charges for Official use in the Office of the Assistant Registrar of C.S., Rayagada Circle, Rayagada on monthly rent basis.

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. The vehicle must be in roadworthy condition and shall not be more than 3 years old from the date of initial registration and must have valid Registration certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up -to-date tax payment etc. which are mandatory for playing of vehicle.
3. 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.
4. The driver should be well behaved, gentle and obedient in nature.
5. The monthly rate of hire charge may be quoted separately in general bid information (excluding fuel & lubricant) which should not exceed Rs. 31,000/- (Rupees Thirty-One Thousand) only, the rate fixed by the Govt. of Odisha vide FDOM No.22924/F, dtd.14.08.2023.
6. The Vehicle must achieve fuel efficiency of 10 kms per litre as per FDOM No.22924/F, dtd.14.08.2023.
7. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Assistant Registrar of C.S., Rayagada Circle, Rayagada and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
8. 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 specifically provided in the general bid information to be furnished with the quotation/ Tender (Annexure-B).
9. The application form of quotation containing general bid information can also be downloaded from Odisha Govt. website www.rayagada.nic.in or can be collected from this Office during Official hours except Govt. holidays & the applicant shall furnish a Demand draft for an amount of Rs. 100/- (Rupees One hundred) only (Non-refundable) towards the cost of application along with application.

10. The sealed quotations should be superscribed as **"QUOTATION FOR PROVIDING OF VEHICLE ON HIRE BASIS"**.
11. The applicant shall submit self-attested copies of vehicle Commercial registration certificate, driving license of driver, insurance certificate, up-to-date tax payment receipts, certificate of fitness, pollution certificate, first page of bank pass book & bank draft of tender security of the vehicle owner along with the application form.
12. Overwriting/corrections in the bid documents are not permitted and any such overwriting in such documents will lead to its rejection.
13. The quotation/tender complete in all respects in sealed cover should reach the Office of the undersigned **on or before 20.11.2024** by **01:00 P.M** by Registered/Speed post/Courier only. The quotations received shall be opened on the **same day at 4.00 P.M.** in the office chamber of the ARCS in presence of the bidders or their authorised representatives. The bidders may depute their representative dully authorized in writing to attend the opening bids on the date and time.
14. Participation in this bid will imply that the bidder has accepted all the terms and conditions and subsequent modifications, if any, of this bid document.
15. The undersigned shall not be held responsible for non-receipt/late receipt of the tender/quotation documents sent by post beyond the stipulated date and time. Tender/quotation received after scheduled date and time or incomplete Tender/quotation shall not be accepted.
16. The vehicle is to be hired from the date of engagement till two years which can be extended subject to satisfactory performance.
17. The Authority reserves every right to interpret the contents/clauses of the Bid document.
18. In event of similar prices offered by more than one vehicle owner, the selection will be done through draw from lot.
19. The undersigned reserves the right to modify or cancel or reject any or all the quotations without assigning any reason thereof.


Seal & Signature of
Senior Assistant Registrar
Quotation/Tender Calling Authority
Cooperative Societies
Rayagada Circle, Rayagada

TERMS & CONDITIONS FOR HIRING OF VEHICLE

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 the period of contract, shall have all necessary valid M.V. documents such as valid Registration Certificate , Insurance Certificate, pollution 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.

2. The 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.

3. It shall be responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.

4. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil Engine, Gear Box & differential coolant, tyres & Tubes, Battery etc. will be borne by the bidder.

5. In case of breakdown for reason whatsoever the replacement of vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.

6. The vehicle shall report for duty for minimum of 25 days in a month. In case the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.

7. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.

8. Monthly hire charges towards cost of petrol/diesel (as per actual) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of submission of bills by the service provider, which is subject to verification of log book of the vehicle 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. In no circumstances the vehicle shall be used in any other purpose by the owner except specific permission of the undersigned and parking will be made inside the office premises.

11. If the services are found to be unsatisfactory, the office hiring the vehicle shall give one month notice and terminate the agreement.

12. 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.

13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

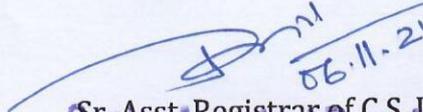
14. The hiring may be discontinued immediately, when the vehicles are no longer required for Officer with a notice to the Owner.


06.11.24
Seal & Signature Registrar
Quotation/Tender Calling Authority
Rayagada Circle, Rayagada

**OFFICE OF THE ASSISTANT REGISTRAR OF COOPERATIVE SOCIETIES,
RAYAGADA CIRCLE, RAYAGADA.**

Memo No. 1511 /I-A-XIII-04/2024/ Accounts-I Dated 06/11/2024

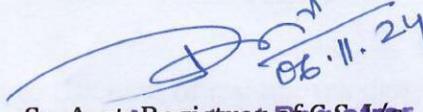
Copy submitted to the Registrar of C.S., Odisha, Bhubaneswar/Deputy Registrar of Cooperative Societies, Rayagada Division, Rayagada for favour of your kind information and necessary action.


06.11.24
Sr. Asst Registrar of C.S. I/c
Rayagada Circle, Rayagada.
Rayagada Circle, Rayagada
Dated 06/11/2024

Memo No. 1512

Copy submitted to the Tahasildar, Rayagada/BDO, Rayagada/ Municipalty, Rayagada/Regional Transport Officer, Rayagada for favour of your kind information with a request to publish in their Notice Board.

NIC, Collectorate, Rayagada is also requested to host this quotation call Notice in the District Website for wide publication.


06.11.24
Sr. Asst Registrar of C.S. I/c
Rayagada Circle, Rayagada.
Rayagada Circle, Rayagada

Copy to Notice Board

GENERAL INFORMATION FOR HIRING OF VEHICLE

Sl No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number (if registered under GeM)	
5	Bank Account No. and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name/Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption/Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact Number of Driver	

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

Seal & Signature of the
Quotationer/Tenderer