

DIRECTORATE OF ELEMENTARY EDUCATION, ODISHA, BHUNBANESWAR

No. 3B-02-2018-I

27972

//Dt. 2-11-19

QUOTATION CALL NOTICE

Sealed quotations are invited from the interested reputed Travel Agencies/Tour operators having valid GST registration and GEM registration for providing hire vehicle which shall confirm to the terms and conditions (Annexure-II) for official use in this Directorate of Elementary Education, Orissa on monthly rent basis.

HIRING OF DIFFERENT VEHICLE (MONTHLY RENT BASIS) FOR 2019-20.

DESCRIPTION	A/C Vehicle		
	TIAGO	BOLT	CELERIO
Monthly hiring charges of the vehicles (excluding cost of petrol/diesel.)			

1. The Vehicle must be in running 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 and valid Contract carriage permit, proof of up to date tax payment, GST registration, GEM registration etc, which are mandatory for playing of vehicle.
2. The driver of vehicle must have a valid Driving Licence 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/- (Rupees five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Establishment Officer, Directorate of Elementary Education and submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
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 as per Finance Department, Office Memorandum No.30464/F Dated.06.09.2019.
7. The details of make and year of manufacture of the vehicle ,registration No, Mileage(Kms covered per litre) and name of the Driver with Driving Licence No., and period of validity should be specifically provided in the general bid information to be furnished with the quotation.
8. The quotation completed in all respect should reach the under signed on or before 27/11/2019 by 3.00 PM and shall be opened by the committee on the same day at 4.00 PM in the office chamber of Establishment Officer in the presence of the bidders or their authorised representatives. If

the same day is declared as Govt. holiday, the quotation received shall be opened in the next working day at the scheduled time.

9. The application form of the quotation containing General Bid information and Terms and Conditions for hiring of vehicles etc. will be available in the notice board of this Directorate and can be down loaded from Odisha Govt. Website [www. Odisha.gov.in](http://www.Odisha.gov.in).
10. The undersigned reserves the right to reject any or all tenders without assigning any reason thereof.


Director, Elementary Education, Odisha.

Memo No.

27973

Dt//

2-11-19

Copy submitted to Under Secretary to Govt. School & Mass Education Department, Odisha for favour of information.


Establishment officer

Memo No.

27974

Dt//

2-11-19

Copy forwarded to PA to DEE (O)/Notice Board of Director, Elementary Education, Odisha for information and necessary action.


Establishment Officer (E.E)

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

The following terms and conditions must be fulfilled by the successful bidder of providing the vehicle on hire on monthly rent basis.

1. The hired vehicle, during period of contact, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid contract carriage permit, Pollution Certificate, GST registration, GEM registration, 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 damage/ loss caused to hire vehicle or loss of life/injury made to any person or damaged to any property on account of use of hire vehicle any manner whatsoever.
2. The hire charges to be paid for monthly basis is final but does not include cost of petrol/diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Govt. 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 having vast experience and the salary of the driver shall be borne by the owner.
4. In case of break down for reasons whatsoever the replacement of the same or better model shall be provided by the owner of the vehicle/ bidder immediately as the case may be.
5. In case of the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engaged vehicle from other source.
6. The vehicle shall report for duty all working days in a month and also any holiday as and when required.
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 petrol/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 15 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(three) 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 vehicles 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 the contract, Government shall forfeit the entire amount of security deposit.


Director, Elementary Education, Odisha.

GENERAL INFORMATION FOR HIRING VEHICLES

- i. Registration No. of the Vehicle :-
- ii. Type of Vehicle (A.C Diesel Car) :-
- iii. Year of Manufacture :-
- iv. Model :-
- v. Date of Registration :-
- vi. Name of Complete address of the Owner of vehicle. :-
- vii. Fitness Certificate validity :-
- viii. Permit Validity :-
- ix. Insurance validity :-
- x. Name/Address of the Driver :-
- xi. D.L No. & validity of D.L of the Driver. :-
- xii. Proposed hire charge of the vehicle Per month excluding fuel cost. :-
- xiii. Rate of fuel consumption/ mileage Per litre. :-
- xiv. Contact Number of the Service :- Provider/Quotationer.

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.