



ଓଡ଼ିଶା ସରକାର
ଯୋଜନା ଓ ସଂଯୋଜନ ବିଭାଗ

ଲୋକସେବା ଭବନ,
ଲୋକସେବା ମାର୍ଗ, ଭୁବନେଶ୍ୱର-751001

Government of Odisha
PLANNING & CONVERGENCE
DEPARTMENT

Lok Seva Bhawan,
Lok Seva Marg,
Bhubaneswar-751001

QUOTATION/TENDER CALL NOTICE

File No. 16327300022021 1021 /P, Date 29/11/22
OE-II (MV)-02/22

Sealed Quotations/Tenders are invited from interested travel Agencies/Tour operators with valid GST registration for providing a good conditioned (Petrol version) Swift Dzire with the terms & conditions (Annexure-II) for the purpose of SDG cell, Planning & Convergence on monthly rent basis which also includes the following:

1. The vehicle must be in road worthy condition, 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 and proof of up to date tax payment etc. which are mandatory for plying vehicle.
2. The Driver of the vehicle must have a valid Driving licence for driving light transport passenger vehicle and should have sufficient experience in driving 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 the shape of account payee bank draft in favour of DDO-cum-Under Secretary to Government, P&C Department and submitted along with the tender as security deposit. The amount will be refunded to unsuccessful bidders after completion of tender process.
5. The monthly rate of hire charge be quoted separately in general bid information (Excluding fuel & lubricants)
6. The vehicle must achieve fuel efficiency of minimum 17Km/L.
7. The details of the make and year of manufacture of the vehicle, registration No. Mileage (Kms covered per liter) and the name of the Driver with Driving Licence No. and period of validity should be specifically mentioned in the general bid of information be furnished with the quotation/Tender (Annexure -II)
8. The Quotation completed in all respect should reach the undersigned through Speed Post/Regd. Post on or before 15.02.2022 by 3 PM and shall be opened on the same day at 4 PM.
9. The application form of quotation/tender containing general bid information and terms and conditions for hiring vehicle etc. which can be downloaded from the P&C Department website from 01.02.2022 to 14.02.2022.

The undersigned reserve the right to reject any or all of the quotations without assigning any reason thereof.


Deputy Secretary to Govt.

Memo No. 1022⁽⁴⁰⁾ /P., Date 29/1/22

Copy along with enclosures forwarded to all Departments with a request to display the tender call in their Notice Board for wide publicity.

Copy
29/1/22

Deputy Secretary to Govt.

Memo No. 1023 /P., Date 29/1/22

Copy along with enclosures forwarded to Head, State Portal Group, I.T. Centre for information and necessary action. They are requested to upload the quotation call notice in Government Website of P&C Department for wide circulation.

Copy
29/1/22

Deputy Secretary to Govt.

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.

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.

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.

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.

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.

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.

The vehicles shall report for duty for minimum of 25 days in a month.

In case of emergency, the driver will have to report for duty as per the requirement of ~~hire~~^{DEPT}. No extra payment shall be demanded.

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.

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.

If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

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.

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**

GENERAL 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 :
- 13) Rate of fuel consumption / Mileage per litre :
- 14) Contact Number of the Service provider
Mobile..... :
- Telephone

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

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

