

**Directorate of  
Sch. Castes & Sch. Tribes Research & Training Institute,  
CRP Square, Bhubaneswar,  
(Telephone No.-0674-2561635/Fax No-0674-2561635/E-mail [Id-cstrti@yahoo.co.in](mailto:Id-cstrti@yahoo.co.in))**

No: 1530/S/S-04/22(pt)

Date. 28.04.2022

**Quotation Call Notice for provide different type of Vehicles**

Sealed Quotations are hereby invited from interested local reputed Taveral Agencies for hiring of vehicles i.e., Tata Indigo, Swift Dzire, Tavera/Bolero, Scropio/Innova, Innova Crysta, Honda City/Verna/Ciaz, Tempo Traveler and Bus etc. (Big & Small with number of seats) under Non-AC & AC for use in the office of Sch. Castes & Sch. Tribes Research & Training Institute, CRP Square, Bhubaneswar-751003 on annual basis both for local use and outside tour as and when required. The interested Agencies are requested to submit their rates (format at Annexure-B) along with the required documents on the Terms and conditions as enclosed at Annexure 'A' to provide vehicles on or before **10.05.2022 at 1:00 PM**. The quotations will be opened on the same day at **4:00 PM** in presence of the Internal Committee. The bidder firm or their authorized representative may remain present at the time of opening of the quotations. The authority reserves the right to reject any or all quotations without assigning any reason thereof.

Sd/-  
Advisor-cum-Director  
& Spl Secy. to Govt.

**Memo No.1531**

**Dated. 28.04.2022**

Copy to Notice Board of ST & SC Development Department / SCSTRTI / ATLC

Sd/-  
Asst. Director (Admn.)

**Memo No. 1532**

**Dated. 28.04.2022**

Copy to the Head Portal Group Secretariat IT Canter, Bhubaneswar, M/s Luminous for wide circulation of the notice through Govt. website.

Sd/-  
Asst. Director (Admn.)

## Annexure 'A'

### Terms and Conditions

1. The vehicle must be in Road Worthy condition and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Up to date Pollution free Certificate, valid Contract Carriage Permit, up to date tax payment document etc. which are mandatory for plying of vehicle.
2. The Driver of the vehicle must have a valid Driving License.
3. The Driver should be well behaved, gentle and obedient in nature.
4. The travel agency cannot demand any advance during the period of engagement of the vehicle.

### Documents Required

1. The firm/agency shall submit the price offer along with GST Registration No., PAN No. and up-to-date copy of GST deposit acknowledgement payment receipt . The rates should be excluding of all Taxes. The price offer or the rate must be in the prescribed format at Annexure- "B".
2. The undersigned will not be responsible for late / non-receipt of the quotations sent by post / courier.
3. The envelop should be super scribed on the top "Quotation to provide different type of Vehicles" The travel agency of the vehicles has to execute an agreement in a stamped paper before the vehicle is engaged.
4. The experienced firms shall be given preference. The bidder needs to show continuous experience in providing vehicles to Govt. Organisations at least for five years.
5. In the wake of slow down of economy due to COVIDE-19, the provision of deposit of EMD term has been relaxed vide FD Office Memo No. 8943/F dtd. 18.03.2021 and No. 8952/F dtd. 18.03./2021. In terms of revised guidelines there will be no deposit of Bid security and instead, Bid Security Declaration shall be shifted by the Agencies.
6. The agency shall submit Demand Draft of Rs. 1000/- towards bid processing fees (Non-refundable) drawn through any Nationalized Bank in favour of the Director, SCSTRTI, Bhubaneswar
7. The bidder shall submit statement on Annual Turnover of Rs.75 lakh and above per year for the last 3 years (2018-19, 2019-20 & 2020-21).

**Price offer Format****Rate on Light Vehicles**

Sl. No.	Type of Vehicles (Car & Other Light Vehicles)	A/c & Non-A/c Local (below 200 Km as local) 10 km free per Hr			Long per above 200 Km			Remarks
		A/c per Hr	Non-A/c per Hr	Extra Per Km	KM	Detention	Night Halt	
1	Tata Indigo							
2	Swift dzire							
3	Tavera / Bolero							
4	Scropio							
5	Innova							
6	Innova Crysta							
7	Honda City/ Verna/ Ciaz							

**Rate on Tempo Traveller**

Sl.No.	Type of Vehicles	Local Trip with AC 200Km below		Long Trip (above 200 km)			Remarks
		Km	Per Hr	Km	Detention	Night Halt	
1	Tempo Traveller- 13 seater						
2	Tempo Traveller- 17 seater						
3	Tempo Traveller- 26 seater						

**Rate on Bus**

Sl. No.	Type of Vehicles	Local Trip up to 50 Km		Local Trip ( up to 100 km)		Long Trip (above 200 km)				Remarks
		AC	Non- AC	AC	Non- AC	AC	Non- AC	Detention	Night Halt	
1	Small Bus (32 seater)									
2	Big Bus (52 seater)									

1. Contact Number of the Service Provider (Tenderer / Quotationers)

Mobile \_\_\_\_\_ Telephone \_\_\_\_\_ e-mail \_\_\_\_\_.

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

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