



(GOVERNMENT OF ODISHA)
DEPARTMENT OF WATER RESOURCES
POTTERU IRRIGATION DIVISION,
BALIMELA

QUOTATION CALL NOTICE
No. 04 / 2022-23

NAME OF WORKS:-

1. Hiring of one private vehicle with commercial registration and having valid contract carriage permit for official use by the Superintending Engineer, Potteru Irrigation Division, Balimela for the period from 04/2023 to 03/2024 (for the financial year 2023-24)
2. Hiring of one private vehicle with commercial registration and having valid contract carriage permit for official use by the Sub-divisional Officer, Potteru Irrigation Sub-Division No.I, Balimela for the period from 04/2023 to 03/2024 (for the financial year 2023-24).

SUPERINTENDING ENGINEER
POTTERU IRRIGATION DIVISION
BALIMELA

Office of the Superintending Engineer,
Potteru Irrigation Division, Balimela
At/Po-Balimela, Dist : Malkangiri. (Odisha).
'e' mail id :- eepid78@gmail.com

QUOTATION CALL NOTICE NO.-04/2022-23

Sealed quotations are invited from interested reputed Travel Agencies/ Tour operators / Private individuals having valid GST /GeM registration number, PAN card, first track banking facility etc. for providing Non-AC/AC diesel driven vehicle or BS – IV compliant petrol vehicle (TUV300 /Bolero /Sumo Gold/ Ertiga) having sitting capacity not more than ten including driver, which shall confirm to the Terms & Conditions of the quotation call notice for the official use of different offices of Potteru Irrigation Division, Balimela on monthly rent basis for the period from 04/2023 to 03/2024 (for the financial year 2023-24)

1. Date and time of availability of quotation documents for sale:-From dtd.14/03/2023 to dtd. 22/03/2023 (during office hours and on working days only.)
2. Date and time of receipt of quotation documents:- :-From dtd.14/03/2023 to dtd. 23/03/2023 (during office hours and on working days only).
3. Date and time of opening of quotation documents: - on 24.03.2023 at 11.00 A.M.in the office chamber of the Superintending Engineer, Potteru Irrigation Division, Balimela.

Please visit the office of the undersigned or website [http://www.odisha.gov.in./](http://www.odisha.gov.in/) <http://www.dowrodisha.gov.in> for details.

Superintending Engineer,
Potteru Irrigation Division,
Balimela.

Office of the Superintending Engineer,
Potteru Irrigation Division, Balimela
At/Po-Balimela, Dist : Malkangiri. (Odisha).
'e' mail id :- eepid78@gmail.com

DETAILED QUOTATION CALL NOTICE NO.-04/2022-23

Sealed quotations are invited from interested reputed Travel Agencies/ Tour operators / Private individuals having valid GST /GEM registration number,PAN card, first track banking facility ,No Relation Certificate, No Litigation Certificate etc. for providing Non-AC/AC diesel driven vehicle or BS –IV compliant petrol vehicle (TUV300 /Bolero /Sumo Gold/ Ertiga) having sitting capacity not more than ten including driver, which shall confirm to the Terms & Conditions of the quotation call notice for the official use of the following offices on monthly rent basis for the period from 04/2023 to 03/2024 (for the financial year 2023-24)

Sl.No.	Name of work	Type of vehicle	Fuel used	Required number
1.	Hiring of one private vehicle with commercial registration and having valid contract carriage permit for official use by the Superintending Engineer, Potteru Irrigation Division, Balimela for the period from 04/2023 to 03/2024 (for the financial year 2023-24)	TUV300 /Bolero /Sumo Gold/ Ertiga	Diesel/Petrol	01 (One)
2.	Hiring of one private vehicle with commercial registration and having valid contract carriage permit for official use by the Sub-divisional Officer, Potteru Irrigation Sub-Division No.I, Balimela for the period from 04/2023 to 03/2024 (for the financial year 2023-24).	TUV300 /Bolero / Sumo Gold/ Ertiga	Diesel/Petrol	01 (One)

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, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for plying 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. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft duly pledged in favour of the “ Superintending Engineer, P.I. Division, Balimela” and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to the unsuccessful bidders.
5. The monthly rate of hire charge is to be quoted separately in the general bid information (excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of 10 kms per litre.
7. 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-II).
8. The quotation completed in all respects along with the related documents and EMD should reach to the undersigned on or before 23/03/2023 during office hours only and shall be opened on dtd. 24/03/2023 at 11.00 A.M. in presence of the bidders or their authorised representatives.
9. The application form of quotation/ tender containing general bid information & terms and conditions for hiring of vehicles etc. will be available with the Office of The Superintending Engineer, Potteru Irrigation Division, Balimela, Dist: Malkangiri on payment of Rs 100/- in shape of cash from dtd. 14/03/2023 to dtd. 22.03.2023 during working hours and on working days only or can be downloaded from the web site of Govt. Of Odisha <http://www.odisha.gov.in/> <http://www.dowrodisha.gov.in> from dtd.14.03.2023 (10.00 A.M) to dtd. 23.03.2023 (5.00P.M). In case the application form is downloaded from Govt. website, the applicant shall furnish a demand draft in favour of the “Superintending Engineer, P.I. Division, Balimela” for an amount of Rs 100/- (Rupees one hundred) only along with EMD and other related documents.
10. The bidder can compete in one or all works, but in that case the bidder has to purchase bid papers/ quotation papers for each work separately depositing the cost of bid documents of Rs 100/- for each work along with the EMD. The name of the work for which rates are quoted must be clearly mentioned in the space provided on Annexure II and also on the sealed envelope.
11. If the office happens to be closed on the last date of sale/ receipt/ opening of the tender as specified, the tender will be sold/ received/ opened on the next working day at the same time and venue.

The authority reserves the right to reject and accept any or all the quotations / tenders without assigning any reason thereof.

Superintending Engineer,
Potteru Irrigation Division,
Balimela

TERMS AND 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 vehicle, during the 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 , first track banking facility etc. and D.L of the driver available at all the times. The Department/ Office, hiring the vehicle, shall not be responsible for any damage/loss caused to the hired vehicle or loss of life / injury made to any person or damages to any property on account of use of the hired vehicle any manner whatsoever. The owner of the vehicle shall be responsible for all such litigation.
2. It will be ensured through service provider of hired vehicle that the vehicles are kept under optimum running condition and avoid accidents attributable to lack of maintenance/Upkeep. The hired vehicles cannot be used for any private/commercial purpose beyond office hours or during holidays.
3. The hire charge to be paid on monthly basis is final but does not include cost of diesel/petrol, 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 & different 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 and the salary of the driver shall be borne by the owner.
5. 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.
6. 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.
7. The vehicle shall report for duty for full days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer for movement to anywhere. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of diesel/petrol if any (as per actual) and lubricants (as per Govt. Norms) of selected bidder will be paid in every succeeding months as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
10. 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.
11. The hiring may be discontinued immediately, when the vehicles are no longer required for the offices.
12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. In case the service provider intends to draw 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.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Signature of Quotationer/ Bidder

Superintending Engineer,
Potteru Irrigation Division, Balimela

GENERAL INFORMATION FOR HIRING OF THE VEHICLE

Name of the work (To be mentioned by the Bidder):-

1. Registration No. of Vehicle:-
2. Type of Vehicle (AC/Non-AC):-
3. Year of Manufacture:-
4. Model:-
5. Date of Registration:-
6. Name and complete address of
the owner of the 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 charges of the vehicle per
month excluding fuel cost.:-
13. Rate of fuel consumption / Mileage per litre:-
14. Contact number of the Service provider (Quotationer)
Mobile No. :- Telephone Number:-

“Certified that the informations submitted above are true to the best of my knowledge and belief”

Seal & Signature of the
Quotationer/ Bidder.

Certificate of No relationship

I/We hereby certify that I/We am / are not related to any officer of Asst. Engineer and above rank in Potteru Irrigation Project, Balimela. I/ We am/are aware that if the facts subsequently proved to be false my/our contract will be rescinded with forfeiture of EMD & security deposit and I/We shall be liable to make good the loss or damage resulting from such cancellation.

I/We also note that, non-submission of this certificate will render my/ our tender liable for rejection.

Signature of Quotationer/ Bidder

Address _____

Date: _____

INFORMATION REGARDING CURRENT LITIGATION DEBARRING
EXPELLING OF TENDERED OR ABANDONMENT OF WORK BY THE
TENDERER.

- | | | |
|-------|--|--------|
| 1. a) | Is the tenderer currently involved in any litigation relating to the works. | Yes/No |
| b) | If yes, give details. | |
| 2. a) | Has the tenderer or any of its constituent partners has been debarred / expelled by any agency in India during the last three years. | Yes/No |
| 3. a) | Has the tenderer or any of its constituent partners failed to perform on any contract work in India during the last three years. | Yes/No |
| b) | If yes, give details : | |

Note:- If any information in this schedule is found to be incorrect or concealed, qualification application will be summarily be rejected.

Signature of Quotationer/ Bidder

Address _____

Date: _____

Annexure- V

**BID SECURITY DEPOSIT DOCUMENT, BID COST DEPOSIT AND OTHER
PARTICULARS**

(DETAILS OF BID SECURITY DOCUMENT SUBMITTED ALONG WITH QUOTATION)

1. Name of the work:-

2. BID SECURITY DEPOSIT Document:-

3. GST Clearance Certificate:-

4. PAN Card:-

5. GeM Registration (if available):-

6. Cost of Quotation Documents (Reference):- Rs

7. Quotation Documents to be submitted:-
 - a. Cost of documents (Rs 100/-):-
 - b. Cover page:-
 - c. Annexure-I to VII:-
 - d. All other documents as per the Quotation:-

Seal & Signature of the
Quotationer/ Bidder.

ANNEXURE-VI

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED BY THE BIDDER ALONG WITH THE QUOTATION, OTHERWISE THE BID WILL BE LIABLE FOR REJECTION.

		Tick column	appropriate		
1	Commercial vehicle registration Certificate	YES			
2	Fitness Certificate of the vehicle.	YES			
3	Valid contract carriage Permit of the vehicle	YES			
4	Insurance Certificate of the vehicle	YES			
5	GSTIN Certificate of the bidder.	YES			
6	PAN card of the bidder	YES			
7	No Relation Certificate by the bidder	YES			
8	No Litigation Certificate by the bidder	YES			
9	Copy of deposit receipt of the paper Cost of Quotation Documents / original DD of Rs 100 as per the QUOTATION	YES			
10	Bid Security Document	YES			
11	DL and other valid documents of the driver	YES			
12	All other documents as per the Quotation	YES			

Seal & Signature of the
Quotationer/ Bidder.