

**OFFICE OF THE DEPUTY EXECUTIVE ENGINEER  
DRAINAGE SUB-DIVISION NO.I, PURI, DIST-PURI**

**Short Quotation Call Notice No - 02 of 2017-18**

Sealed quotations are invited from interested reputed Travel Agency/Tour Operators or private individuals for providing one no of AC/Non AC Diesel driven vehicle (Bolero) having sitting capacity not more than ten including driver, which shall conform to the Term and conditions mentioned below, for official use by the **Executive Engineer, Drainage Division, Puri, Dist-Puri** on monthly rent basis.

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.
3. The driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs.5000.00 (Rupees five thousand) only shall be deposited by the intending bidders in shape of **National Saving Certificate/Post Office Saving Bank Account/Post Office Time Deposit Account/Kisan Vikash Patra/Term Deposit Receipt of scheduled Bank** duly pledged in favour of the **Executive Engineer, Drainage Division, Puri, Dist-Puri** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refund to unsuccessful bidders.
5. The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricant)
6. The vehicle must achieve a fuel efficiency of minimum 10Kms 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.
8. The quotation completed in all respect should reach the undersigned on or before **29.07.2017 by 2.00P.M.** and shall be opened on the same day at **3.00P.M** in presence of the bidders or their authorized representative.
9. The application form of quotation containing general bid information & terms and conditions for hiring of vehicle etc. will be available in the office of the **Deputy Executive Engineer, Drainage Sub-Division No.I, Puri, Dist-Puri on payment of Rs. 100.00 (Rupees one hundred)** during office hours from **22.07.2017 to 29.07.2017 up to 2.00PM** or can be downloaded from **Odisha Govt. website [www.odisha.gov.in](http://www.odisha.gov.in)** from **22.07.2017 to 29.07.2017 up to 2.00PM**. In case the application form is downloaded from govt. website the applicant shall furnish a Demand Draft in favour of **Deputy Executive Engineer, Drainage Sub-Division No.I, Puri, Dist-Puri** for an amount **Rs. 100/- (Rupees one hundred)** only towards the cost of application along with the application.

  
**Deputy Executive Engineer**  
**Drainage Sub Division No I, Puri**



**Memo No.102 dt.20.07.2017**

Copy submitted to the Chief Engineer, Drainage, Cuttack for favour of kind information and necessary action.

  
**Deputy Executive Engineer  
Drainage Sub-Division No - I, Puri**

**Memo No.103 (3) dt.20.07.2017**

Copy submitted to the Superintending Engineer, Drainage Circle, Bhubaneswar / Director, Monitoring, O/O EIC, WR, Bhubaneswar / Executive Engineer, Drainage Division, Puri for favour of information and necessary action.

  
**Deputy Executive Engineer  
Drainage Sub-Division No - I, Puri**

**Memo No.104 dt.20.07.2017**

Copy submitted to all Executive Engineers under Drainage Organisation for favour of information and necessary action.

  
**Deputy Executive Engineer  
Drainage Sub-Division No - I, Puri**

**Memo No.105 (3) dt.20.07.2017**

Copy forwarded to all Sub Divisional Officers under Drainage Division, Puri & Notice Board for wide circulation.

  
**Deputy Executive Engineer  
Drainage Sub-Division No - I, Puri**

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**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.

1. 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, PAN Card 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 hire 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.
2. 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.
3. 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.
4. In case of break down for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
5. 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.
6. The vehicles shall report for duty for minimum of 25 days in a month.
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.

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8. 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 (Quotationer) 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. 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 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, this office on behalf of Government shall forfeit the entire amount of security deposit.

  
**Signature of**  
**Quotation/Tender calling Authority**

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**ANNEXURE-III**

**GENERAL INFORMATION FOR HIRING VEHICLES**

	Registration No. of Vehicle		
	Type of Vehicle (AC /Non-AC)		
	Year of Manufacture		
	Model		
	Date of registration		
	Name & complete address of the owner of vehicle		
	Fitness Certificate validity		
	Permit Validity		
	Insurance validity		
	Name/Address of the Driver		
	D/L. No. & Validity of the D.L. of the driver		
	Proposed hire charge of the vehicle per month Excluding fuel cost.		
	Rate of fuel consumption/Mileage per litre		
	Contract Number of the service provider (Tenderer/Quotationer)	Mobile.....	Telephone.....

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

  
**Seal & Signature of**  
**Quotation/Tender calling Authority**