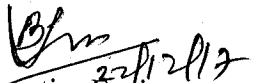


**STANDARD BIDDING DOCUMENT**  
**GOVERNMENT OF ODISHA**  
**DEPARTMENT OF WATER RESOURCES**  
**OFFICE OF THE DEPUTY EXECUTIVE ENGINEER, DRAINAGE SUB- DIVISION, No .I, PURI**

No: 97                      Date 22.12.17  
**Quotation Call Notice No. 03      Date. 22.12.17**

Sealed quotation on behalf of Executive Engineer, Drainage division, Puri is invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no. of Diesel driven vehicle having sitting capacity not more than ten including driver, which shall confirm to the terms and conditions (Annexure- II) for official use in the Office of the **Deputy Executive Engineer, Drainage Sub-Division, No.I** on monthly rent basis:

1. The vehicle must be in Road Worthy condition, shall not be more that 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 /N.S.C/K.V.P/POSTAL SAVING Bank Accounts /Deposit Receipt of Nationalized Bank/ Post office Time deposit Account drawn or Pledged** in favour of the **Executive Engineer Drainage Division, Puri** and to be submitted along with the tender 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) in annexure-III.
6. The vehicle must achieve minimum fuel efficiency of 10 Km/lt. and lubricant will be paid @ 10% cost of fuels consumed
7. The details of the make and year of manufacture of the vehicle, registration no, 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 (Annexure-III).
8. The Quotation completed in all respect should reach in all the offices where the quotations have been notified to be sold on or before **03.1.2018 up to 5:00 pm** and shall be opened on **04.1.2018 at 11:00 am** in presence of the bidders or their authorized representatives willing to be present in the office of the undersigned.
9. The application form of quotation containing general Bid Information & Terms and conditions for Hiring of Vehicle etc. will be available in **Office of the Executive Engineer, Drainage Division, Puri and Office of the Deputy Executive Engineer, Drainage Sub-Division, No.I Puri** on payment of (Rs. 100.00) from Dt.**23.12.2017 at 10:00 am to 03.1.2018 up to 5:00 pm** or can be downloaded from Odisha Govt. website from Dt. **23.12.2017 at 10:00 am to 3.1.2018 up to 5:00 pm** In case the application form is downloaded from Govt. website (**www.tendersorissa.gov.in**) the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees One Hundred) only towards the cost of Application along with the application.

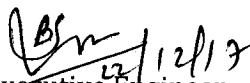
  
 Deputy Executive Engineer  
 Drainage Sub-Division.No.I  
 Puri

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 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 bidder 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 if supplied by the agency 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 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.
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. The duty of the vehicle owner is to provide the vehicle every day without any hindrances . If the vehicle will not report for duty on any day the undersigned will be forced to deduct proportionate hire charges for the day. The vehicle will be allowed for servicing and other repair as per the convenience of the officer . If the vehicle fails to move smoothly then it is the duty of the vehicle owner to provide another suitable vehicle at the same cost, so that the work of the department will not hamper at any time.If the owner fails to supply the vehicle , the department will take a vehicle on hire from local market and the cost will be borne by the owner
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 diesel (as per actual) if supplied by the agency 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. Income tax shall be deducted from the hire charges bill of the vehicle as per rate applicable. The bidder must furnish pan card during submission of the quotation.
10. The vehicle shall not be more that **3 years** old from the initial registration and also in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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 services and termination of agreement.
13. If the bidder violates any of the terms of contract, Government shall forfeit entire amount of security deposit.

Quotationer

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



Memo. No. 98 Dt. 22.12.2017

Copy along with soft copy submitted to the Head, State Portal Group, IT Centre, Orissa, Secretariat, Bhubaneswar with request for floating the tender in Govt. web site (<http://www.tendersorissa.gov.in/>).

  
Deputy Executive Engineer,  
Drainage Sub Division No:1

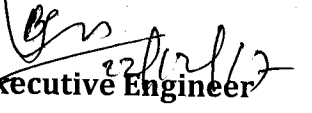
Memo. No. 99(2) Dt. 22.12.2017

Copy submitted to the Chief Engineer, Drainage, Cuttack / Superintending Engineer, Drainage Circle, Bhubaneswar for favour of information and necessary action.

  
Deputy Executive Engineer

Memo. No. 100 Dt. 22.12.2017

Copy submitted to the Executive Engineer, Drainage Division, Puri for favour of kind information and necessary approval.

  
Deputy Executive Engineer

Memo. No. 101(2) Dt. 22.12.2017

Copy to all S.D.O.s. under this Division for wide circulation

  
Deputy Executive Engineer

Memo. No. 102(2) Dt. 22.12.2017

Copy to Head clerk./Cashier of this Division for information and necessary action.

  
Deputy Executive Engineer

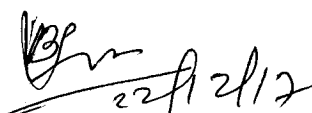
Memo. No. 103 Dt. 22.12.2017

Copy to Notice Board of this division for wide Circulation.

  
Deputy Executive Engineer

Memo. No. 104 Dt. 22.12.2017

Copy to the Officer-in-charge, sea beach Police station, Puri for information. He is requested to arrange security measures during the period of tender at Office of the E.E., Drainage Division, Puri/Deputy Executive Engineer, Drainage Sub-Division No:1 Puri during tender period to avoid any untoward incidence.

  
Deputy Executive Engineer