



**Department of Water Resources  
Odisha Community Tank Development Management Society  
(OCTDNS)**

**Plot No-A-8/2, Bhoi Nagar, Beside RTO Office,  
Bhubaneswar-751022,**

Ph.0674-2542252, E. Mail: [spuoiipcra.od@gov.in](mailto:spuoiipcra.od@gov.in)



### **QUOTATION CALL NOTICE FOR HIRING VEHICLES**

Sealed quotations are invited for supply of hired vehicles for official use of State Project Unit, OCTMP, Bhubaneswar for a period of one year. (A) As and when required basis (B) Monthly basis for one year.

- Separate Sealed quotations should reach the Project Director, OCTDMS-cum-Special Secretary to Govt., DoWR in the campus of Superintending Engineer, Central Minor Irrigation Circle, beside RTO office, Bhoi Nagar, Plot No-A-8/2, Bhubaneswar-751022 on or before 16.04.2018 by 3.00pm positively.
- Sealed quotations will be opened on 16.04.2018 at 3.30pm in the Conference Hall of OCTMP in presence of all the bidders, who prefer to remain present.
- The bidder should write "QUOTATIONS FOR SUPPLY OF HIRED VEHICLES ON MONTHLY BASIS OR AS AND WHEN REQUIRED BASIS" on the top of the separate sealed envelope.

Further details can be seen in the Govt. of Odisha website. [www.octmp.nic.in/tender](http://www.octmp.nic.in/tender) & [www.odisha.gov.in](http://www.odisha.gov.in) under link advertisement.

**Project Director, OCTDMS  
-cum-Additional Secretary to  
Govt.,DoWR**

**QUOTATION CALL NOTICE FOR EMPANELMENT OF TRAVEL AGENCY FOR PROVIDING VEHICLES**

**AS & WHEN REQUIRED BASIS**

Sealed quotations are invited from the local Travel Agencies for empanelment to supply hired vehicles for office and field use of State Project Unit, OCTMP, BHUBANESWARas **and when** required basis for one year.

- Sealed quotations should reach the Project Director,OCTDMS-cum-Special Secretary to Govt.,DoWR in the campus of Superintending Engineer, Central Minor Irrigation Circle, Bhoi Nagar, Plot No-A-8/2, Bhubaneswar-751022 on or before 16.04.2018 by 3.00pm positively.
- Sealed quotations will be opened on the same day i.e. 16.04.2018 at 3.30pm in the Conference Hall of OCTMP in presence of all the bidders/authorized representatives.
- The bidder should write “QUOTATIONS FOR SUPPLY OF HIRED VEHICLES” – ‘As & When required basis’ on the top of the sealed envelope.

The firms should quote the price against specifications given in format below.

**Specification:**

<b>Local Route Charges in Rs.</b>				
<b>Sl.No</b>	<b>Type of Vehicle</b>	<b>Local charges per 100km for 10hrs</b>	<b>Per Hour charges beyond 10hrs.</b>	<b>Extra Km beyond 100km</b>
1	A/c diesel driven vehicles			
	a) Tata-Indigo/ HundaiXcent /Equivalent			
	b) Toyota Innova			
	c) Chevrolet Tavera			
	d) Bolero/Scorpio			
	e) 30 seater bus			
<b>Long Route</b>				
<b>Sl.No</b>	<b>Type of Vehicle</b>	<b>Charges per km</b>	<b>Extra hour (Beyond 50km per hour)</b>	<b>Night halt charges</b>
2	A/c diesel driven vehicles			
	f) Tata-Indigo/ HundaiXcent /Equivalent			
	g) Toyota Innova			
	h) Chevrolet Tavera			
	i) Bolero/Scorpio			
	j) 30 seater bus			

*Note: Please provide offer for each type of vehicle*

**Terms and Conditions:**

- The rate offered shall be inclusive of all costs excluding toll gate cess and parking fees if any, to be paid extra on production of original invoice along with hiring bill.
- The authority reserves the right to accept/reject any or all quotations without assigning reason thereof.
- TDS will be deducted as per prevailing rule.
- The payment will be made within a month after submission of bill.
- The driver of the vehicle must have a valid transport driving license for driving light transport passenger vehicle.
- The driver deployed with the vehicle should be well behaved, gentle and obedient in nature.
- The application form of Quotation/Tender containing General Bid Information and Terms & Conditions for Hiring of Vehicles etc. will be available with SPU, OCTDMS, Bhubaneswar on payment of Rs.100/- in shape of Demand Draft/Cash

from 07.04.2018 to 16.4.2018 or can be downloaded from Odisha Govt. website ***www.odisha.gov.in*** & ***www.octmp.nic.in*** from Dt-07.04.2018 to Dt-16.04.2018. In case the application form is downloaded from Govt. website, 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.

- A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee bank draft of a nationalized bank drawing in favour of the **Project Director, OCTDMS-cum-Additional Secy to Govt., DoWR**, along with the tender as security deposit. After completion of quotation process, the amount will be refunded to the unsuccessful bidders.
- Upon dissatisfactory performance/cessation of requirement the client has right to terminate the contract by giving 15 days notice.
- The vehicles supplied 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 playing of vehicle.
- The Km will be calculated from clients destination/source.

Project Director, OCTDMS  
-cum-Additional Secretary to Govt., DoWR



**Department of Water Resources  
Govt. of Odisha  
Orissa Community Tank Development Management Society  
Loan No:75760-IN (OCTMP) Credit No:44990-IN  
Plot No-A-8/2, Bhoi Nagar, Beside RTO Office,  
Bhubaneswar-751022,  
Ph.0674-2542252, E. Mail: director@octmp.nic.in,**



**Bidding Document for Vehicle on monthly hire Basis**

**Quotation/Tender Call Notice**

Sealed quotations/tenders are invited from reputed Travel agencies/ Tour operators or private individuals for providing

- A. A/C Diesel driven middle segment diesel operated Car (Tata-Indigo/HundaiXcent/Equivalent having sitting capacity not more than four including driver, **-Two Nos**
- B. AC Diesel driven Mahindra-Bolero/Equivalent – **One No**

The offer shall conform to the Terms and Conditions (*Annexure-II*) for office/field use of OCTDMS on monthly rent basis.

- 1) The vehicle must be less than 3 years old from the date of initial registration and must have valid Registration Certificate, Covered under comprehensive insurance policy, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for playing of vehicle.
- 2) The driver of the vehicle must have a valid driving license for driving light transport passenger vehicle and should have minimum 5 years experience in driving transport passenger vehicle.
- 3) The driver should be well behaved, gentle and obedient in nature.
- 4) For each vehicle a sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Project Director, OCTDMS and 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*).
- 6) The vehicle must achieve following fuel efficiency (km per liter).
  - i. A/C Diesel driven middle segment diesel operated Car (Tata-Indigo/ HundaiXcent /Equivalent having sitting capacity not more than four including driver - 14 km per liter
  - ii. AC Diesel driven Mahindra-Bolero/Equivalent - 12 km per liter
- 7) The details of the make and year of manufacture of the vehicle, registration no., kms covered till date, pollution control certificate and name of the driver with driving license number and period

*of validity* should be specifically provided in the general bid information to be furnished with the Quotation/Tender (*Annexure-III*).

- 8) The Quotation completed in all respect should reach the undersigned on or before 16.04.2018 by 3 p.m. and shall be opened on the same day at 3.30 p.m. in presence of the bidders or their authorized representatives.
- 9) The application form of Quotation/Tender containing General Bid Information and Terms & Conditions for Hiring of Vehicles etc. will be available with SPU, OCTDMS, Bhubaneswar on payment of Rs.100/- in shape of Demand Draft/Cash from 07.04.2018 to 16.04.2018 or can be downloaded from Odisha Govt. website [www.odisha.gov.in](http://www.odisha.gov.in) & [www.octmp.nic.in](http://www.octmp.nic.in) from Dt-07.04.2018 to Dt-16.04.2018. In case the application form is downloaded from Govt. website, 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.

**Project Director, OCTDMS**

**-cum-Additional Secretary to Govt., DoWR**

**TERMS & CONDITIONS FOR HIRING OF VEHICLES ON MONTHLY BASIS**

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 :- (i) valid registration certificate (ii) insurance certificate (iv) fitness certificate (v) valid contract carriage permit (vi) 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.
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 and differential coolant, Tyres and Tubes Battery etc. will be borne by the bidder.
3. It shall be the responsibility of the bidder to provide a good driver must be well behaved, gentle, obedient in nature, having a valid license for driving light transport passenger vehicle 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. In case of failure, hire charges will be deducted proportionally
5. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement.
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.
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. No advance payment will be made.
9. The vehicle shall not be more than 3 years old from the initial registration on the date of advertisement and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory and depending on requirement of the project, the client shall has right to terminate the contract by giving 1 month notice.

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 or agreement.
12. All statutory and other liabilities of the vehicle including accidental losses which may arise in course of operation will be the sole responsibility of the owner.
13. If the bidder violates any of the terms of contract, OCTDMS shall forfeit the entire amount of security deposit.

**Project Director, OCTDMS  
-cum-Additional Secretary to Govt.,  
DoWR**

**GENERAL INFORMATION FOR HIRING VEHICLES**

1. Registration No. of Vehicle:-
2. Type of Vehicle:-
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:-  
Excluding fuel cost/Lubricant cost as per Govt. circular)
13. Rate of fuel consumption:-
14. Contact Number of the Service Provider (Tender/Quotationer)

Mobile.....Telephone.....

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

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