



Letter No: 5123 /OSACS

Date: 19/07/2010

To

The Advertisement Manager,  
"The Sambad"

**Sub:- Release of advertisement.**

Sir,

Enclosed please find a copy of the advertisement for release in your esteemed daily once by 20<sup>th</sup> July'2010 and submit the bills in duplicate to this office as per the approved rate of I & PR Deptt for making necessary payment.

Yours faithfully,

Project Director

**Encl: As above.**

Letter No. 5124 / OSACS

Date: 19 /07/2010

**NOTICE INVITING QUOTATION ON N.S METHOD**

OSACS invites sealed tenders from registered Travel Agency for providing Four Nos. of TATA Indica non- AC & one of TATA Indigo A.C car on monthly hiring basis. The prescribed formats for submission of tender and detail terms & conditions are available in the websites of [www.orissa.gov.in](http://www.orissa.gov.in). and **[www.osacs.nic.in](http://www.osacs.nic.in)**, which can be down loaded for use. Interested parties may submit their tender in a sealed cover super-scribing as “**Tender for Hiring of Monthly Pool Vehicle**” to the undersigned on or before 3.30 P.M on 31<sup>st</sup> July, 2010 by post or courier services.

**Project Director**

## **TERMS AND CONDITIONS FOR HIRING OF MONTHLY VEHICLES**

### **1. Bid Price:**

The bidder shall quote both for one Tata Indigo AC & 4 nos. Non-A.C Tata Indica cars as mentioned in the format of quotation otherwise it will be rejected. The format of quotation specified in Annexure- I should be used. Corrections, overwriting, cutting etc. if any, shall be duly initialized by the signatory.

- a) The bid price shall exclude fuel, lubricant & no detention charges.
- b) Service taxes and any other local taxes should be clearly mentioned separately in terms of percentage and amount.
- c) The vehicle provided to OSACS must be within 2 years old.
- d) OSACS will bear all tolls & parking charges if any in course of use of vehicle, which will be reimbursed after production of bills by the bidder.
- e) OSACS will reimburse the fuel & lubricant charges to the selected firm (s) after submission of bills at the end of the months as per actual.
- f) The Vehicle shall be used in all working days and holidays in case of urgency.
- g) In case of break down, the bidder will provide a substitute vehicle in place of the regular vehicle.
- h) The Driver driving the vehicle should have a valid driving license. The conduct Drivers if not acceptable by OSACS, the contracted firm/private owners shall substitute him immediately.

### **2. Bid Security:**

The bidder shall furnish an EMD for Rs. 15,000.00 (Fifteen Thousands only) in the shape of bank draft/Pay Order in favour of Orissa State AIDS Control Society, payable at Bhubaneswar. Any bid not secured with bid security will be rejected. The above bid security will be forfeited if a bidder (i) withdraws its bid during the period of bid validity or (ii) fails to perform the contractual obligations as per the contract. The EMD of the successful bidder will be returned after completion of the contract period. Each bidder shall submit one bid.

### **3. Validity of tender:**

Tender shall remain valid for a period not less than 90 days from the last date specified of submission of the tender.

Notwithstanding anything contained as above OSACS reserves the right to accept or reject any or all bids and cancel the bidding process at any time without assigning any reason for such act to the bidders.

**4. Eligibility Criteria's:**

- a) Earnest Money Deposit (EMD) of Rs. 15,000.00 in shape of Bank Draft/Pay order.
- b) Attested valid registration certificate of Travel Agency and Service Tax Certificates from competent authorities.
- c) Rates should be quoted as per format otherwise it will not be taken into consideration.
- d) Bid documents incomplete in any aspect will not be considered.

**5. Issue of Purchase Order**

- a) The order will be placed with the lowest responsive bidders to supply the vehicles on hiring basis.
- b) Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
- c) Any legal disputes arising out of this are limited to the jurisdiction of the court located at Bhubaneswar only.

6. Bidders may be present in person or through their representative(s) during the opening of tenders at 16.30 hours on the same day i.e. **31<sup>st</sup> July, 2010.**

**ANNEXURE: I**

**FORMAT OF QUOTATION FOR MONTHLY HIRING VEHICLE FOR TATA  
INDICA/INDIGO (AC/NON-AC)**

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1	2	3	4	5	6
Sl. No.	Type of Vehicles	K.M. per one Liter Fuel	K.M. per one liter Lubricant	Monthly Rent (Rs.) excluding fuel & lubricant per Vehicle	Service Taxes & other taxes if any
1	TATA Indigo (A.C)	13	1000		
2	TATA Indica (Non-A.C)	15	1000		
3	TATA Indica (AC)	15	1000		

We agree to provide TATA Indica/Indigo A.C & Non-A.C on hiring basis (within 2 years old) as per the terms and conditions and rates mentioned in col. 5 of vehicles (excluding taxes) for a period of one year from the date of signing of the contract/receipt of the supply order from OSACS and also agree that the price will remain unchanged during that period.

**Name of the bidder  
With complete address**

Place:  
Date :

**Enclosures:**

1. EMD for Rs. 15,000.00 bearing DD No. \_\_\_\_\_ Dated \_\_\_\_\_
2. Attested copies of Travel Registration Certificate/Service Registration Certificate.