

GOVERNMENT OF ODISHA
DEPARTMENT OF W&CD AND MISSION SHAKTI

QUOTATION CALL NOTICE

No. WCD-OE-MV-0001-2019-

/WCDMS, Date:

Sealed quotation/tenders having valid GST Registration Certificate are invited in the prescribed format (given in Annexure-III) from interested reputed Travel Agency/Tour operators or private individuals for providing 01 (one) no. of Swift Dzire (Diesel) vehicle for official use in Deptt. of W&CD and Mission Shakti, which must confirm to the Terms and Conditions (Annexure-II) on monthly rent basis.

01. 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, Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. which are mandatory for applying of vehicle.
02. The Driver of the vehicle must have a valid Commercial Driving License for driving light transport passenger vehicles and should be sufficiently experienced in driving transport passenger vehicle.
03. The Driver should be well behaved , gentle and obedient in nature.
04. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the DDO-cum-Under Secretary to Govt., Deptt. of W&CD and Mission Shakti and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
05. The monthly rate of hire charge shall be quoted separately in the general bid information (excluding fuel & Lubricants).
06. The vehicle must achieve a fuel efficiency of minimum 17 KMs per litre with maximum hiring charges of Rs.20,000/- per month.
07. 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-III).
08. The quotation completed in all respect should reach the undersigned on or before 20.07.2019 by 3.00 P.M and shall be opened on the same day at 4.00P.M in presence of the bidders or their authorized representatives.

09. The application form of quotation/tender containing General Bid Information & terms and Conditions for Hiring of vehicle will be available in the Office Establishment Section, Deptt. of W&CD and Mission Shakti on payment of Rs.100/- or can be downloaded from Odisha Govt. website www.odisha.gov.in and Department Website www.wcdms.gov.in from 10.07.2019 to 20.07.2019. In case the application form is downloaded from the website, the applicant should furnish a Demand draft for an amount Rs.100/- (Rupees One hundred) only towards the cost of application along with Terms and Conditions.

Under Secretary to Govt.

Memo No. /WCDMS, Date:

Copy along with enclosure forwarded to All Department of Government for information and necessary action.

It is requested that the Tender Call Notice may kindly be displayed in the Notice Board of concerned Department for wide publicity.

Under Secretary to Govt.

Memo No. /WCDMS, Date:

Copy along with copy of the enclosure (both hard & soft) forwarded to the Head, State Portal Group, IT Centre, Secretariat, Bhubaneswar/IT Section, Deptt. of W&CD and Mission Shakti with a request to both of them to take immediate steps to transmit this notice in Deptt. of W&CD and Mission Shakti website.

Under Secretary to Govt.

Memo No. /WCDMS, Date:

Copy forwarded to Accounts Section for information and necessary action. They are requested to receive Rs.100/- from the person who wants to take above Form with proper money receipt towards the cost of the Application Form. The money received towards the cost of Application Form may be deposited in Government Treasury through Treasury Challan in the proper Head of Account after 23.07.2019. A copy of the Treasury Chalan may be submitted to OE Section for record.

Under Secretary to Govt.

Memo No. /WCDMS, Date:

Copy forwarded to Chief Receptionist/Sergeant, Secretariat Security for information and necessary action.

The Chief Receptionist is requested for issue of Secretariat Entry Pass to the intending Bidders to enable them to submit their bid to the Department.

Under Secretary to Govt.

ANNEXURE-II

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.

01. The hired vehicle, during period of contract, shall have all necessary valid MV documents such as: valid Restratoration 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 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.
02. 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 bidders.
03. It shall be the responsible of the bidder to provide good driver and salary of the driver shall be borne by the owner.
04. In case of breakdown for reasons whtasover the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
05. In case of the vehicle dont report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other sources.
06. The vehicles shall report for duty for minimum of 25 days in a month.
07. In case of emergency, the driver will have to report for duty as per the requirement of the hirer. No extra payment shall be demanded.
08. 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 and no advance payment will be made.
09. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of conctrct.
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 vehicles and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contracts, Government shall forfeit the entire amount of security deposit.

Signature of Quotation/Tender Calling Authority

ANNEXURE-III

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of the vehicle:-
2. Type of the vehicle (AC/Non-AC):-
3. Year of Manufacture:-
4. Model:-
5. Date of Registration:-
6. Name & 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 hDriver:-
12. Proposed hire charge of the vehicle per month excluding fuel cost:-
13. Rate of fuel consumption /mileage per liter:-
14. Contact no. of the service provider:-
Mobile.....Telephone.....
15. Name and Address of the service provider:-
16. Has the service provider provided vehicles to any Govt. Departments/offices (Yes/No:-
17. If, Yes please mention the name of the Department/Office and No. of vehicles provided:-

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

Seal & Signature of the Quotationer/Tenderer

