

OFFICE OF THE ENGINEER-IN-CHIEF (CIVIL), ODISHA  
NIRMAN SOUDHA, KESHARI NAGAR, UNIT-V, BHUBANESWAR-751001

File No. PMU-WB-33/2019 31100. - Dt. 25.07.2019

Quotation Call Notice for Hiring of Private Vehicles for official use


Sealed quotations in plain paper/letter pad are invited from the intending registered reputed Travel Agencies/Tour operator or private individuals Owing Vehicles having valid GSTIN and PAN in the name of the firm for supply 20 numbers of (twenty) Non-AC Diesel driven Indica on monthly rental basis for use by the officers in the Office of Engineer in Chief, Civil, Odisha.

The details of the quotation will be available in the website <http://odisha.gov.in/quotations>. The bidders can download the details from 10A.M. of 30<sup>th</sup> July 2019 to 4.00P.M. of 13<sup>th</sup> August 2019. They should furnish attested copies of valid GSTIN along with the copy of the PAN in the name of the firm. They should also enclose cost of application form of Rs.1,000/- (Rupees One Thousand only) only in shape of A/C payee pay order/draft drawn in favour of Executive Engineer, PMU, Office of the EIC(Civil), Odisha, which is non-refundable.

The Corrigendum required, if any will be available in the website <http://odisha.gov.in/quotations> which may kindly be seen.

The quotations **should reach** the undersigned by 14<sup>th</sup> August 2019 up-to 4.00P.M. and the same will be **opened** on 16<sup>th</sup> August 2019 at 4.00P.M. in the Office of the undersigned in the presence of the quotationers or their authorized representative.


The Quotation received in incomplete shape and/or without enclosing the required details or after the schedule date and time are liable to be rejected. The undersigned reserves the right to accept or reject any or all quotations at any stage without assigning any reason thereof.

  
Chief Engineer,  
D.P.I. & Roads.Odisha

Memo No. 31101

Dt. 25.07.2019

Copy to the Deputy Director cum Deputy Secretary, Information and PR Department, Govt. of Odisha for publication of the above advertisement in two daily newspapers (Odia) in all Odisha editions. The copy of the Newspaper may please be sent to this office for necessary record. The soft copy of the advertisement is attached herewith in a CD for the same.

  
Chief Engineer,  
D.P.I. & Roads.Odisha

Memo No. 31102

Dt. 25.07.2019

Copy to the Deputy Secretary to Government, Department of Information and Technology, Odisha, Bhubaneswar along with the Soft copy of the DTCN in shape of CD is forwarded herewith for uploading in <http://odisha.gov.in/quotations> website within the stipulated period.



Chief Engineer,  
D.P.I.. & Roads.Odisha

Memo No. 31103

Dt. 25.07.2019

Copy submitted to EIC (C), Odisha for favour of kind information.



Chief Engineer,  
D.P.I.. & Roads.Odisha

Memo No. 31104

Dt. 25.07.2019

Copy to Notice Boards of EIC (C), Odisha/ / Chief Engineer (Buildings), Odisha/ Chief Architect, Odisha, Nirmaan Soudha, Bhubaneswar/ Chief Engineer, World Bank Projects, Odisha/ Chief Engineer, NHs, Odisha/ Chief Engineer, RD & QP, Odisha, Bhubaneswar/ SE, Central Circle (R&B) Bhubaneswar/Executive Engineer(R&B)Mechanical Division, Bhubaneswar/Executive Engineer (R&B) Division, Bhubaneswar No.- I, II, III, IV, V for information. They are requested to display the QCN in their notice board for wide publicity.



Chief Engineer,  
D.P.I.. & Roads.Odisha

OFFICE OF THE ENGINEER-IN-CHIEF (CIVIL), ODISHA  
NIRMAN SOUDHA, KESHARI NAGAR, UNIT-V, BHUBANESWAR-751001


Bid Document

Sealed quotations in plain paper/letter pad are invited from the intending registered reputed Travel Agencies/Tour operator or private individuals Owning Vehicles having valid GSTIN and PAN in the name of the firm for supply **20** nos (twenty) Non-AC Diesel driven Indica on monthly rent basis for a period of **12 months**, which shall conform to the Terms and conditions (Annexure-II) for official use in the office of the Engineer in Chief(Civil), Odisha, Bhubaneswar.

1. The vehicles must be in road worthy condition, shall not be more than 3 year 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 and other documents which are mandatory for plying of vehicle as per MV Act and other applicable Acts and Rules in force.
2. The Drivers of the vehicles must have valid Driving Licenses for driving light transport passenger vehicles and should be sufficiently experienced(minimum 5 years) in driving transport passenger vehicle, documentary evidence for which shall be submitted at the time of signing the agreement. The driver shall have no criminal cases pending against them for which an affidavit to that effect has to be submitted at the time of signing the agreement.
3. The Driver should be well behaved, gentle and obedient in nature and teetotaler which shall be verified and certified by the bidder through an affidavit at the time of signing the Agreement. He should be locally based and to be well conversant with local language for ease of business.
4. The driver should not be above 60 years of age and must not suffer from any active eye problem or color blindness
5. A sum of **Rs. 50000/-** (Rupees fifty Thousand only, refundable) shall be deposited by the intending bidders in shape of N.S.C. / P.O.T.D/ Post Office Savings Bank A/c or fixed deposit receipt in any nationalized bank duly pledged in favour of the **Executive Engineer, PMU**, and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to the unsuccessful bidders.
6. The monthly rate of hire charge for Indica Non-AC should be quoted including lubricants and all other charges but excluding the cost of dies

7. The minimum mileage of the Indica Non A/c vehicle will be 17 kilo metres per liter of diesel.
8. 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 Quotations/ Tenders (Annexure-III).The quotationer has the liberty to supply Indigo Non AC in place of Indica Non AC at the rate of Indica Non AC. The information for Indigo Non AC may be furnished in the Annexure-III accordingly. The information in **Annexure-III** must be filled up in complete shape falling which the Bids shall be liable for rejection.
9. The rate quoted should be inclusive of all taxes except Goods and Services Tax (GST). The GST as per applicable government norms will be paid extra.
10. The incomplete or / and Conditional quotations will be out rightly rejected.
11. The completed Quotations along with all required documents should reach the undersigned on or before Dt-14.08.2019 by 4 PM by **Speed Post only** on a sealed envelop duly super scribe "**VEHICLE QUATATION to be opened on 16<sup>th</sup> August 2019**" and shall be **opened on 16.08.2019 at 4.00 PM.** in presence of the bidders or their authorized representatives if present. The quotations received after the stipulated date and time due to any reason what so ever, will not b e considered.
12. In the event of the last date of receipt and/or date of opening becomes Government Holiday on any account, the same will be done on the next working day.
13. The requirements of monthly rent basis vehicle may be increased /decreased.
14. The Quotation containing General Bid Information & Terms and conditions for Hiring of Vehicle etc. can be downloaded from website – <http://odisha.gov.in/quotations>. from 10A.M. Dt.30.07.2019 to 4.00P.M. Dt-13.08.2019.Towards the cost of the bid the applicant has to furnish a Demand Draft for an amount **Rs.1000/-** (Rupees One Thousand) only drawn in favour of the Executive Engineer, PMU, OSRP along with the application. Failing which the quotations will be out rightly rejected.

The undersigned reserves the right to cancel any or all the Quotations without assigning any reason thereof.


  
25/07/19  
Chief Engineer,  
D.P.I. & Roads, Odisha

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing 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 office hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicles in 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. The cost of diesel will be paid separately basing on norms at the rate prevailing during the use of the vehicle. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricants, Lubricating oil of Engine, Gear Box & different 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. The salary, insurance and EPF of the driver shall be borne by the bidder.
4. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the bidder.
5. In case of the vehicles do not report regularly or continuing poor service, the authority will be at liberty to close/terminate the agreement unilaterally at any point of time and may engage vehicle from other source forfeiting the security deposit of the agency.
6. The vehicle shall report for duty for a minimum period of 25 days in a month. In case of emergency, the vehicle have to report for duty as per the requirement of the hirer. No extra payment will be made for the purpose.
7. Monthly hire charges and reimbursements towards cost of diesel as per the norm will be paid in every succeeding month as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made. GST and IT will be deducted from the bill as per applicable norm.
8. The vehicle shall not be more than 3 years old from initial registration and also in good running condition during the period of contract.

9. If the services are found to be unsatisfactory or/and it is found that the bidder has concealed facts and given wrong or/and misleading information at the time of bidding, during performance of the contract, the client shall give one month notice and terminate the agreement.
10. The driver engaged with a particular vehicle as per contract must be well behaved and report to the concerned officer sharp at 9 AM during office days or at the time as instructed to him by the hirer. In case of any tour no extra charge will be paid.
11. The attested copy of driving license, Adhar card, local address and contact number of the driver attached must be furnished before signing of agreement.
12. In case of any change of vehicle due to break down or maintenance, same shall be intimated to the authority adequately before so that approval can be given for a substitute vehicle of equivalent class.
13. The vehicle remaining absent from the duty without prior intimation and vehicle with improper or unsatisfactory service will be taken seriously and may lead to penal action like cancellation of contract and compensation of loss incurred from the dues of the bidder.
14. Log book for each vehicle shall be with the vehicle / driver and must be regularly updated.
15. 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. **In such event the security deposit will be forfeited.**
16. If the bidder violates any of the terms of contract, the undersigned shall forfeit the entire amount of security deposit.

  
Chief Engineer,  
D.P.I. & Roads, Odisha

<b>GENERAL INFORMATION ON HIRING OF INDICA NON AC / INDIGO NON AC VEHICLES FOR MONTHLY BASIS</b>											
<b>Sl. No.</b>	<b>Registration No. of Vehicle</b>	<b>Type of Vehicle (Non-AC Indica/Indigo)</b>	<b>Year of Manufacture</b>	<b>Model</b>	<b>Date of registration</b>	<b>Name &amp; complete address of the owner of vehicle</b>	<b>Fitness certificate validity</b>	<b>Permit validity</b>	<b>Insurance validity</b>	<b>Name/Permanent and local Address of the Driver</b>	<b>D.L. NO. &amp; Validity of the D.L. of the Driver</b>
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

Date:

Place:

Address:

Name, Signature & Seal of the  
Quotationer/Bidder

<b>GENERAL INFORMATION ON HIRING OF INDICA NON AC / INDIGO NON AC VEHICLES FOR MONTHLY BASIS</b>											
<b>Sl. No.</b>	<b>Registration No. of Vehicle</b>	<b>Type of Vehicle (Non-AC Indica/Indigo)</b>	<b>Year of Manufacture</b>	<b>Model</b>	<b>Date of registration</b>	<b>Name &amp; complete address of the owner of vehicle</b>	<b>Fitness certificate validity</b>	<b>Permit validity</b>	<b>Insurance validity</b>	<b>Name/Permanent and local Address of the Driver</b>	<b>D.L. NO. &amp; Validity of the D.L. of the Driver</b>
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

Date:

Place:

Name, Signature & Seal of the  
Quotationer/Bidder



**INFORMATION ON PRICE**

<b><u>Work. No.</u></b>	<b><u>Description of Vehicles</u></b>	<b><u>Unit</u></b>	<b><u>Rate to be quoted by the Bidder in figure</u></b>	<b><u>Rate to be quoted by the Bidder in word</u></b>
1	Hire Charge of the vehicles (Indica Non AC) on monthly basis including all charges but excluding fuel cost considering consumption of HSD @ 17 km/ litre)and GST as applicable.	per vehicle per month		

- 1- Contact Number of the bidder/Quotationer  
Mobile No-..... Telephone No-.....
- 2- Address of bidder for communication:
- 3- Self attested copies to be submitted along with the tender (i) Registration, (ii) PAN, (iii) GST Registration.

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

Date:

Place:

Address:

Name, Signature & Seal of  
the Quotationer