

GOVERNMENT OF ODISHA




DEPARTMENT OF WATER RESOURCES

SUNDARGARH IRRIGATION DIVISION, SUNDARGARH

DOCUMENT FOR QUOTATION

Name of the Work: - Providing one no. of diesel driven vehicle for official use in the Office of the Superintending Engineer, Sundargarh Irrigation Circle, Sundargarh.


  
Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh

**STANDARD BIDDING DOCUMENT  
GOVERNMENT OF ODISHA  
DEPARTMENT OF WATER RESOURCES  
OFFICE OF THE EXECUTIVE ENGINEER, SUNDARGARH IRRIGATION DIVISION, SUNDARGARH**

No: 10279 Date 19.9.2019  
Quotation Call Notice No. 03/2019-20 Date.19.09.2019

Sealed quotations are invited for from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no. of Diesel driven vehicle (Bolero / Marshal / Mahindra Max / Tata Sumo) having sitting capacity 7 to 10 nos. including driver, which shall confirm to the terms and conditions (Annexure- II) for official use in the Office of the **Superintending Engineer, Sundargarh Irrigation Circle, Sundargarh** on monthly rent basis for the period from **Dt.01.10.2019 to Dt.31.03.2020**:

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 Sundargarh Irrigation Division, Sundargarh** 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 maximum fuel efficiency of 10 Km/litre.
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 **dt.30.09.2019 up to 5:00 p.m.** and shall be opened on **dt.01.10.2019 at 3:00 p.m.** 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, Sundargarh Irrigation Division, Sundargarh and Office of the Assistant Executive Engineer, Pitamahal Irrigation Sub-Division, Kalunga/ Assistant Executive Engineer, Talsara Irrigation Sub-Division, Talsara** on payment of (Rs.600.00) in shape of draft in favour of **Executive Engineer, Sundargarh Irrigation Division, Sundargarh** from **Dt.19.09.2019 at 10:00 a.m. to Dt.30.09.2019 up to 5.00 p.m.** or can be downloaded from Odisha Govt. website from **Dt.19.09.2019 at 10:00 a.m. to Dt.30.09.2019 up to 5.00 p.m.** In case the application form is downloaded from Govt. website ([www.tendersorissa.gov.in](http://www.tendersorissa.gov.in) & [www.sundargarh.nic.in](http://www.sundargarh.nic.in)), the applicant shall furnish a Demand Draft for an amount Rs.600/- (Rupees Six Hundred) only towards the cost of application along with the application.

  
Executive Engineer  
Sundargarh Irrigation Division  
Sundargarh



**Memo. No.** 10280 (2) / **Dt.** 19.9.2019

Copy along with soft copy submitted to the Head, State Portal Group, IT Centre, Orissa, Secretariat, Bhubaneswar / Officer-in-charge, National Information Centre, Sundargarh for information & necessary action. They are requested to display **quotation call notice No.03/2019-20** for floating the quotation in Govt. web site (<http://www.tendersorissa.gov.in> / <https://sundargarh.nic.in> respectively.

  
Executive Engineer

**Memo. No.** 10281 (3) **Dt.** 19.9.2019

Copy submitted to the Chief Engineer & Basin Manager, Upper Mahanadi Basin Burla / Superintending Engineer, Sundargarh Irrigation Circle, Sundargarh / Superintending Engineer, Hirakud Dam Circle, Burla for favour of information and necessary action.

  
Executive Engineer

**Memo. No.** 10282 (13) **Dt.** 19.9.2019

Copy to E.E. IB Investigation Division, Sundargarh / E.E., Rukura Irrigation Division, Panposh, Rourkela / E.E., R&B Division, Sundargarh / Rourkela / E.E., N.H. Division, Rourkela / E.E., M.I. Division, Sundargarh / E.E., RWSS, Division, Sundargarh / Executive Engineer, Mechanical Division, Hirakud / Executive Engineer, Mechanical Division, Panposh, Rourkela / all S.D.O.s. under this Division for wide publication.

  
Executive Engineer

**Memo. No.** 10283 (2) **Dt.** 19.9.2019

Copy to R.T.O, Sundargarh / R.T.O, Rourkela for information and necessary action.

  
Executive Engineer

**Memo. No.** 10284 (3) **Dt.** 19.9.2019

Copy to Officer-in-charge, Town Police station, Sundargarh / Bramhanitarang / Talsara for information. They are requested to arrange security measures during the period of tender at Office of the E.E., Sundargarh Irrigation Division, Sundargarh / Asst. Executive Engineer, Pitamahar Irrigation Sub-Division, Kalunga / Asst. Executive Engineer, Talsara Irrigation Sub-Division, Talsara during tender period to avoid any untoward incidence.

  
Executive Engineer

**Memo. No.** 10285 (3) **Dt.** 19.9.2019

Copy to D.A.O. / Cashier / Notice Board of this Division for information and necessary action.

  
Executive Engineer

Name of the Work: – Providing one no. of diesel driven vehicle for official use in the Office of the Superintending Engineer, Sundargarh Irrigation Circle, Sundargarh.

The document for quotation contains 8 sheets including cover page.

  
Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh

Issued vide Money Receipt No.

Dt.

Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh

Quotationer

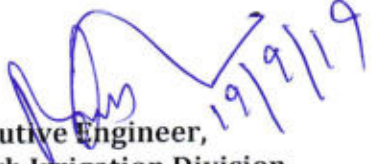
  
Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh

## RECORD OF RECEIPT OF TENDER

*(To be filled in at the time of opening of tender)*

1. Date of Receipt :
2. Date of Opening :
3. No. of Pages in the tender document :
4. Details of E.M.D. with remarks  
(Pledged/ Un-Pledged) :
5. Whether valid PAN Card furnished :
6. Whether No-Relationship Certificate furnished :
7. No. of over writings if any with Remarks  
(Attested/ Un-Attested) :
8. If rates quoted in words and figures tally :

**Quotationer**

  
**Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh**



**STANDARD BIDDING DOCUMENT**  
**GOVERNMENT OF ODISHA**  
**DEPARTMENT OF WATER RESOURCES**  
**OFFICE OF THE EXECUTIVE ENGINEER, SUNDARGARH IRRIGATION DIVISION, SUNDARGARH**


**No:**

**Date**

**Quotation Call Notice No. 03/2019-20 Date.19.09.2019**

Sealed quotations are invited for from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no. of Diesel driven vehicle (Bolero / Marshal / Mahindra Max / Tata Sumo) having sitting capacity 7 to 10 nos. including driver, which shall confirm to the terms and conditions (Annexure- II) for official use in the Office of the **Superintending Engineer, Sundargarh Irrigation Circle, Sundargarh** on monthly rent basis for the period from **Dt.01.10.2019 to Dt.31.03.2020**:

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 Sundargarh Irrigation Division, Sundargarh** 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 maximum fuel efficiency of 10 Km/litre.
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 **dt.30.09.2019 up to 5:00 p.m.** and shall be opened on **dt.01.10.2019 at 3:00 p.m.** 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, Sundargarh Irrigation Division, Sundargarh and Office of the Assistant Executive Engineer, Pitamahal Irrigation Sub-Division, Kalunga/ Assistant Executive Engineer, Talsara Irrigation Sub-Division, Talsara** on payment of (Rs.600.00) in shape of draft in favour of **Executive Engineer, Sundargarh Irrigation Division, Sundargarh** from **Dt.19.09.2019 at 10:00 a.m. to Dt.30.09.2019 up to 5.00 p.m.** or can be downloaded from Odisha Govt. website from **Dt.19.09.2019 at 10:00 a.m. to Dt.30.09.2019 up to 5.00 p.m.** In case the application form is downloaded from Govt. website ([www.tendersorissa.gov.in](http://www.tendersorissa.gov.in) & [www.sundargarh.nic.in](http://www.sundargarh.nic.in)), the applicant shall furnish a Demand Draft for an amount Rs.600/- (Rupees Six Hundred) only towards the cost of application along with the application.

  
Executive Engineer  
Sundargarh Irrigation Division  
Sundargarh



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. 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.
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 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit entire amount of security deposit.

Quotationer

Executive Engineer,  
Sundargarh Irrigation Division,  
Sundargarh

