

ODISHA STATE FOOD COMMISSION
A-1 Block (9th Floor), Toshali Bhawan,
Satyanagar, Bhubaneswar
Telephone No. 0674-2570213
FAX-0674-2570141
E-mail:odishafoodcom@gmail.com

Notice No. 1776 /FC., dt. 29/9/2023

Tender Call Notice

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/Tour Operators/ Private individuals for providing the followings petrol/diesel driven vehicles, which shall conform to the terms and conditions (**Annexure-I**), for official use in the Odisha State Food Commission, Bhubaneswar on monthly rent basis:

Sl. No	Vehicles (AC)	No. of vehicle required	Maximum hire charges per month excluding taxes (in Rs.)	Minimum Average Mileage (in KM/ Lit)
1	Innova/ Hexa/ Xuv 500 or equivalent	01	Rs. 42,000/-	09
2	Ciaz/ Honda City (Petrol) or equivalent	04	Rs. 30,000/-	12

1. The terms & conditions of the hiring of vehicle shall strictly be as per the norms laid down in the Finance Department O.M. No. 22924/F, dt.14.08.2023 and as will be issued from time to time.
2. The service provider must have a valid **OGST Registration and be registered on GeM platform.**
3. The vehicle must be in road worthy condition, **shall not be more than 03 years old from date of initial registration** and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution under Control Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
4. The vehicles should be **BS-VI emission compliant.**

5. 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.
6. The Driver should be well behaved, gentle and obedient in nature.
7. A sum of ₹10,000/- (Rupees ten thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of "Odisha State Food Commission, Bhubaneswar" payable at Bhubaneswar and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
8. The hiring charges do not include fuel cost (petrol/diesel), which is to be paid separately basing on actual consumption and as per government norms.
9. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants) (**Annexure -II**).
10. **Apart from quoting hiring charges for the vehicles as mentioned in the table above, the bidders may quote hiring charges for the following vehicles in the general information sheet (**Annexure-II**), which the O/o the Odisha State Food Commission may hire from the bidder quoting lowest price for the vehicles, during the period for which the bidder will be intimated after finalization of tender process.**

Sl. No.	Vehicles (AC)	No. of vehicle required	Maximum hire charges per month excluding taxes (in Rs.)	Minimum Average Mileage (in KM/ Lit)
1.	Zest/ Tigor/ Swift/Dzire/ Xcent/ Etios (Petrol) or equivalent	01	Rs.26,000/-	17
2.	Tiago/ Bolt/ Celerio or equivalent	01	Rs.20,000/-	17

11. The details of the make and year of manufacture of the vehicle, registration No. , mileage (Km 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 Tender(**Annexure-II**).

12. The tender completed in all respect should reach the address i.e. The Member Secretary, Odisha State Food Commission, A-1 Block, 9th Floor, Toshali Bhawan, Satyanagar, Bhubaneswar on or before **17.10.2023 by 5.30 P.M.** through Speed post/Registered Post or may be dropped in the drop box installed at the O/o Odisha State Food Commission. The tenders will be opened on **18.10.2023 at 11.30 A.M.** in presence of the bidders or their authorized representatives.
13. The application form of tender containing General Bid Information and terms and conditions for hiring of vehicles etc. will be available with the Odisha State Food Commission on payment of ₹1000/- from **30.09.2023 to 17.10.2023** or can be downloaded from Odisha Government website www.odisha.gov.in or <https://foodcommission.odisha.gov.in> from **30.09.2023 to 17.10.2023**. In case the application form is downloaded from Government Website, the applicant shall furnish a Demand Draft for an amount of 1000/-(Rupees One Thousand) only towards the cost of application along with the application.
14. The authority reserves the right to cancel any portion or total tender without assigning any reason thereof.
15. The quotations/tenders received after due date and time shall be summarily rejected.

By orders of the Chairperson


29/9/23
Member Secretary

Memo No. 1777 /FC., date 29/9/2023

Copy forwarded to the FS & CW Department/ Commerce & Transport Department/ Finance Department/RTO-1 & RTO-2, Bhubaneswar for information and necessary action.


29/9/23
Member Secretary

Memo No. 1778 /FC., date 29/9/2023

Copy forwarded to State Head Portal, I.T. Department for hosting this tender document in the Odisha Government official website.


29/9/23
Member Secretary

Memo No. 1779 /FC., date 29/9/2023

Copy forwarded to the Director, I & PR Deptt. For publication of Tender Advertisement in the Samaj (Odia daily, All Odisha Edition) for information of all concerned.


29/9/23
Member Secretary

Memo No. 1780 /FC., date 29/9/2023

Copy forwarded to the Notice Board, OSFC for information and necessary action.


29/9/23
Member Secretary

Memo No. 1781 /FC., date 29/9/2023

Copy forwarded to the PS/SEA to the Chairperson for kind information of Chairperson.


29/9/23
Member Secretary

Memo No. 1782 /FC., date 29/9/2023

Copy forwarded to All Members, Odisha State Food Commission for kind information of Members.


29/9/23
Member Secretary

Annexure-I

TERMS & CONDITONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing vehicles 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, Pollution under Control Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times.
2. The 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 not be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
5. 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.
6. In case the vehicle does not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicle shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid 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.

10. The vehicle shall not be more than 3(three) years old from the initial registration and also be in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract, the Commission shall forfeit the entire amount of security deposit.
14. The agreement with the successful bidder will be made as per the service provider agreement provided in the Finance Department OM No. 22924/F., dtd. 14.08.2023.

**Seal & Signature of the
Tender Calling Authority**

Annexure-IIGENERAL INFORMATION

Sl.No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name/ Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost/lubricant cost, model wise	
18	Rate of fuel consumption/ Mileage per litre	
19	Contact Number of the Service provider (Tenderer)	

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

**Seal & Signature of
the Tenderer**