

QUOTATION

No.ASD-Estt.-II-42/2023. 2025/HKMSL.,

Dt.- 12.12.2023

Sealed quotations are invited from interested reputed Travel Agencies/ Tour Operators/ private individuals for providing one of AC petrol driven vehicles having sitting capacity not more than 4(four) including driver, which shall conform to the Terms and conditions (Appendix-A, xerox copy enclosed) for official use in the Office of Harekrushna Matab State Library, Unit-IV, Bhubaneswar, Department of Odia Language Literature & Culture Department on monthly rent basis Rs.20,000/- (Rupees Twenty thousand)only

1. The service Provider shall have a valid OGST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. 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, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, Proof of up-to-date tax payment etc. mandatory for plying of vehicle.
4. 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.
5. The Driver should be well behaved, gently and obedient in nature.
6. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the Director, HKM State Library and submitted along with the tender as security deposit, After completion of tender process, the amount will be refunded to unsuccessful bidders.
 - a) The recurring expenditure involved in hiring of vehicle shall be met from the Budget sanctioned for respect Offices under the object head of " Motor Vehicle."
 - b) The hiring may be discontinued immediately, when the vehicles are no longer required for offices.
 - c) Sanction for hiring of vehicles for one-time sporadic requirement on case to case basis shall be accorded by concerned Administrative Department.

7.Ceilings of Usage:

- i) Vehicle used by Officers of the grade of Head of Department and above up to maximum of 2500 kms in a month.
- ii) Vehicle used by other Offices and for pool duty up to maximum of 2000 kms in a month.
- iii) In case of variation exceeding 20%, the concurrence of Administrative Department shall be taken.

Note:-1 The ceiling on usage, as prescribed above, shall also be applicable for equivalent model of Government Vehicles.

- 8 The Period of the contract shall be initially for a period 2 years which can be extended subject to satisfactory performance.

The quotation completed in all respect should reach the undersigned on or before dt.15.12.2023 by 3 P.M. quotation will open on dt.15.12.23 at 5.30 p.m. The authority reserves the right to accept/ reject any quotation without assigning any reason thereof.

Joint Secretary to Govt., & OSD,
HKM State Library,
Bhubaneswar.

P.T.O

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Memo No. 2026 / HKMSL., Dt.- 11.12.2023
Copy forwarded Sr. P.S. to Commissioner-cum-Secretary to Govt., Odia Language
Literature & Culture Department for kind information.

ANZ
Joint Secretary to Govt. & OSD.,
HKM State Library

Memo No. 2027 / HKMSL., Dt.- 11.12.2023
Copy forwarded to P.A. to Director, Culture to Govt., Odia Language Literature &
Culture Department for kind information to Director, Culture.

ANZ
Joint Secretary to Govt. & OSD.,
HKM State Library, Bhubaneswar

Memo No. 2028 / HKMSL., Dt.- 11.12.2023
Copy to Notice Board, HKM State Library/Bus Stand/ Railway Station/ P.M.G,
Bhubaneswar / District Court, Kalpan Square, Bhubaneswar for information.

ANZ
Joint Secretary to Govt. & OSD.,
HKM State Library, Bhubaneswar