

OFFICE OF THE TAHASILDAR, KOKSARA, DISTRICT- KALAHANDI

No. 1170

Date:20/04/2023.

QUOTATION/TENDER CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01nos of **Bolero Neo AC White Colour Diesel** driven vehicles having sitting capacity not more than 07 including driver, which shall conform to the Terms and conditions (**Annexure-II**) for official use by Tahasildar, Koksara on monthly rent basis for the purpose of field visit and official use.

1)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, valid Contract Carriage Permit, proof of up-to-date tax payment etc. which are mandatory for plying of vehicle and other provisions as laid down by Finance Deptt. Govt, of Odisha.

2) GST registration and GeM registration are compulsory for providing vehicles on hire basis.

3) In view of pollution being high through use of vehicles, BS-VI compliant vehicle will be preferable.

4) The Driver of the vehicle must have a valid Transport Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.

5) The Driver must be young, well behaved, gentle and obedient in nature.

6) A sum of Rs. 5000/- (Rupees five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahsildar, Koksara payable at SBI main Branch Koksara and submitted along with the tender as security deposit. After completion of tender process, the security deposit shall be refunded to unsuccessful bidders.

7) The monthly hire charge of the vehicle is quoted separately in the general bid information (excluding fuel & lubrications). The bid document without signature will be rejected.

8) Maximum hire charges of the vehicle will be Rs.31000/- including taxes as per letter No.30464/F dtd.06.09.2019 and No.24471/F dtd.03.09.2021 of Finance Department, Government of Odisha.

9) The Vehicle must achieve a fuel efficiency of minimum of 10 Kms per liter.

10) The details of the make and year of manufacture of the vehicle, registration No., mileage (Kms covered per liter) and name of the Driver with valid Driving License No. and

period of validity should be specifically provided in the general bid information to be furnished with the Tender (**Annexure-III**).

11) The Quotation in the prescribed format (enclosed herewith) completed in all respect should reach to the office of the Tahasildar, Koksara on or before **06/05/2023 by 11 A.M** by Regd. Post /Speed Post or drop Tender /quotation in the Tender box present at Tahasil Office, Koksara only and shall be opened on the same day at **11:30 AM** in presence of the bidders or their authorized representatives under the chairmanship of Tahasildar, Koksara. The bid received after above time and date shall summarily be rejected.

12) The application form of quotation /tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with the Tahasil office, Koksara on payment of Rs 100/-from date 21/04/2023 to 06/05/2023 up to 10.30 A.M in all working days. In case the application form is downloaded from www.kalahandi.nic.in, the applicant shall furnish a Demand Draft of Rs.100/- in favour of the Tahasilar, Koksara towards cost of the application along with the application which is non-refundable.


Seal & Signature of Quotation/Tender Calling Authority

Designation

Tahasildar
Koksara

Memo No. 1171

Date:20/04/2023

Copy to the office notice board for wide publication.

Copy to all District Level Officer / all Block Development officers/all Tahasildar/Sub-Collector, Dharamgarh/Bhawanipatna /Regional Transport officer, Kalahandi for information with a request to publish the quotation call notice in their Notice Board for wide publication.

Copy to D.I.O, NIC Kalahandi with a request to host the above notice in the District portal.


Seal & Signature of Quotation/Tender Calling Authority

Designation


Tahasildar
Koksara

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 Tahasildar, Koksara 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 be responsible for all such litigation.
2. 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 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 of the vehicle.
4. The vehicle must have a valid commercial License including interstate permit.
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 of the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The vehicles shall report for duty as and when required by the authority.
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 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.
10. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
11. FASTag must be affixed on windshield of the vehicle for online Highway Toll payment.

12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. In case the service provider/ bidder 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.
14. If the bidder violates any of the terms of contract, Tahasildar, Koksara shall forfeit the entire amount of security deposit.
15. The list of bidders will be prepared on the basis of quotations received at Tahasil office Koksara and final selection will be made by the Tender Committee.
16. The log book for the vehicle shall be maintained daily properly.
17. Successful bidder should carry out all the term and conditions issued by the Finance deptt. Govt of Odisha and amendment made thereto from time to time.
18. The undersigned reserves the right to reject all or any of the quotation without assigning any reason thereof.


Seal/Signature of the Quotation
Tahasildar
Koksara

GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle : -
- 2) Type of Vehicle (AC/Non-AC):
- 3) Year of Manufacture : -
- 4) Model -
- 5) Date of registration:-
- 6) Name & complete address of the owner of 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 Driver-
- 12) Proposed hire Charge of the vehicle per month excluding cost of fuel:
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider /Quotationer/ Bidder:

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

Seal&Signature of the Quotationer

- ❖ Xerox copy of all the relevant document should be attached (with self attested) to this quotation form and original document must be produced at the time of the quotation.**

