

**ODISHA RURAL DEVELOPMENT AND MARKETING SOCIETY, KALAHANDI
Panchayati Raj & Drinking Water Department, Govt. of Odisha**No. 397 /ORMAS/ Dated 17/8/2021**QUOTATION CALL NOTICE.**

Sealed Quotations are invited from interested reputed Travel Agencies/ Tour operators or private individuals for providing **01 numbers of Petrol driven vehicle (Preferably Tiago, Bolt, Celerio)** having sitting capacity not more than 05 (Five) including driver, which shall confirm to the Terms and conditions (Annexure-II) for official use by **ORMAS, Kalahandi** on monthly rent basis for the purpose of field visits and monitoring of ORMAS activities.

- 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 the vehicle.
- 2) 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.
- 3) The driver must be well behaved, gentle and obedient in nature.
- 4) A sum of **Rs. 5000/- (Rupees Five thousand) only** as EMD shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the ORMAS, Kalahandi payable at SBI main branch Bhawanipatna and submitted along with the tender as security deposit for vehicle. After completion of tender process, the EMD shall be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charges shall be quoted in the annexure – IV both in figure and word per month (excluding fuel) and to be submitted along with annexure – II and III duly signed in each pages. The bid documents without signature will be rejected.
- 6) The vehicle must achieve a fuel efficiency of minimum of **17 km per liter**.
- 7) The details of the make and year of manufacture of the vehicle, registration number, mileage (Kilometer covered per liter) 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 (in the form enclosed as **Annexure-III**).
- 8) The Quotation in the prescribed format (enclosed herewith) completed in all respect should be reached to the ORMAS, Kalahandi on or before 26.08.2021 by 2.00 P.M. by **Registered Post / Speed Post only and shall be opened on the same day at 03.00 P.M.** in presence of the bidders or their authorized representatives. The bid received after above time and date is summarized be rejected.
- 9) The application form of quotation/ tender containing general bid information and terms and conditions for hiring vehicle etc. will be available with the ORMAS, Kalahandi on payment of Rs. **105.00** (including VAT) from date 18.08.2021 to 26.08.2021 up to 2.00 PM. In-case the application form is downloaded from www. kalahandi .nic.in, website, the applicant shall furnish an account payee bank draft drawn in favour of the ORMAS Kalahandi, for an amount of Rs. **105.00** (Rupees One Hundred Five Only) towards the cost of application along with the application which is non-refundable.

Project Director
DRDA, KalahandiMemo No. 398 / OLM / Dtd 17/8/2021

Copy to the Office Notice Board for wide publication.

Copy to the D.I.O., NIC, Kalahandi with a request to webhost the above notice in the District web site.

Copy to Inspector of Motor Vehicle, Kalahandi for kind information

Project Director
DRDA, Kalahandi

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire, monthly rent basis.

1. The hired vehicles, during the period of contract, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contact Carriage permit / proof of up to date tax payment etc. and Driving License of the driver available all the times. The ORMAS, Kalahandi hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicle or loss of life / injury made to any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The owner of the vehicle shall be responsible for all such litigation.
2. The hired charges to be paid after the deduction of income tax or any other tax as applicable by law for monthly basis is final but does not include cost of petrol, 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 and differential, coolant, tyres and 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. 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 does 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 as and when required by the authority.
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 petrol (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/bidder and no advance payment will be made.

9. 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.
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/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.
12. If the bidder violates any of the terms of contract, the ORMAS shall forfeit the entire amount of security deposit.
13. The vehicle owner / bidder should apply for engagement of his vehicle for ORMAS, Kalahandi.
14. The list of bidders will be prepared on the basis of Quotations received in at ORMAS, Kalahandi and final selection will be made by the District Purchase committee of ORMAS, Kalahandi.
15. The tender form must be signed by the vehicle owner / service provider/bidder and properly sealed and also attached with all relevant documents including drafts as per the terms and conditions.
16. The log book for the vehicle shall be maintained properly.
17. The servicing of the vehicle should be made at regular interval which should not be less than one month or not more than three months at the discretion of the officer in-charge. The servicing charges shall be paid by the bidder.
18. The undersigned reserves the right to reject all or any of the quotation without assigning any reason thereof.

Seal/Signature of the Quotationer.



Project Director
DRDA, Kalahandi

GENERAL INFORMATION FORMAT FOR HIRING VEHICLE

1. Registration Number of the vehicle:
2. Type of vehicle:
3. Year of manufacture:
4. Model:
5. Date of Registration:
6. Name and complete address of the owner of the vehicle:
7. Fitness certificate validity:
8. Permit validity:
9. Insurance validity:
10. Name and address of the driver:
11. Driving License Number and validity of the Driving License of the driver:
12. Proposed hire charges 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:
15. Mobile numberTelephone number
16. Colour of the vehicle:

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

Seal/Signature of the Quotationer.

- Self signed Xerox copy of all relevant documents should be attached to this Quotation Form and original must be produced at the time of opening of the quotations.



Project Director
DRDA, Kalahandi

APPLICATION FORM

TO

The Project Director,
DRDA, Kalahandi.

Sub: - Submission of Quotation.

I, Sri _____,

S/O _____ At/ PO _____,

Block _____ owner of the vehicle bearing No- _____

do quote Rs. _____/- in words (_____

_____ only) to hire out my vehicle on monthly basis.

Seal/Signature of the Quotationer