



**OFFICE OF THE DISTRICT MANAGER
ODISHA STATE CIVIL SUPPLIES CORPORATION LIMITED, KALAHANDI**

No. 3653 Date 28/10/20

OFFICE QUOTATION / NOTICE INVITING TENDER

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing 03 (three) Nos. of Non AC / AC Diesel driven vehicles (Bolero / Scorpio) having sitting capacity not more than ten including the driver, which shall conform to the Terms and conditions (Annexure-II), one vehicle for official use in the office of Chief C.S.O-cum-District Manager, OSCSC Ltd., Bhawanipatna, one vehicle for use in Bhawanipatna Sub-division and one vehicle for use in Dharmagarh Sub-division on monthly rent basis. The application form of quotation / tender containing the General Bid information and Terms and Conditions for hiring of the vehicles etc. will be available in the office of the Chief C.S.O-cum-District Manager, OSCSC Ltd., Kalahandi, Bhawanipatna on payment of Rs. 100/- during office hour of the working days from 30.10.2020 to 09.11.2020. The interested travel agencies / tour operators / private individuals may also download the tender documents from the district website, i.e., www.kalahandi.nic.in.


28/10/20
**District Manager,
OSCSC Ltd., Kalahandi.**



STANDARD BIDDING DOCUMENT
OFFICE OF THE DISTRICT MANAGER
ODISHA STATE CIVIL SUPPLIES CORPORATION LIMITED, KALAHANDI

No. 3653

Date 28/10/20

OFFICE QUOTATION / NOTICE INVITING TENDER

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing 3 (Three) Nos. of Non AC Diesel driven Bolero / Scorpio vehicles having sitting capacity not more than ten including driver, which shall conform to the Term and conditions (Annexure-II), one vehicle for official use in the Office of the Chief C.S.O-cum-District Manager, OSCSC Ltd., Kalahandi, one vehicle for use in Bhawanipatna Sub-division and one vehicle for use in Dharmagarh Sub-division on monthly rent basis.

1. The vehicles must be in Road Worthy Condition, shall not be more than 3 (three) 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 drivers of the vehicles must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport vehicle.
3. The drivers should be well behaved, gentle, and obedient in nature.
4. A sum of Rs. 5000/- for each of the quotation shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Manager, OSCSC Ltd., Kalahandi and submitted along with the tenders 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 & lubricant).
6. The vehicles must achieve a minimum fuel efficiency of 10 K.Ms per litre for (Bolero / Scorpio).
7. The details of the make and year of manufacture of the vehicles, registration No., **mileage** (KMs covered per litre) and name of the drivers with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation / Tender **(Annexure-III)**.
8. The Quotation complete in all respect should reach the undersigned on or before 09.11.2020 by 3 P.M and shall be opened on 10.11.2020 at 11 A.M in presence of the bidders or their authorized representatives.
9. The application form of quotation / tender containing General Bid information & Terms and Conditions for Hiring of Vehicles etc. will be available in the office of the Chief C.S.O-cum-District Manager, OSCSC Ltd., Kalahandi on payment of Rs. 100/- from 30.10.2020 to 09.11.2020. The intending bidders may also download the tender documents from the district website, i.e, www.kalahandi.nic.in enclosing a Demand Draft of Rs. 100.00 in favour of the District Manager, OSCSC Ltd., Kalahandi payable at Bhawanipatna towards the cost of tender documents.

District Manager,
OSCSC Ltd., Kalahandi.

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 vehicle, during the period of contract, shall have all necessary valid MV documents such as:- valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times. The Office of the Chief CSO-cum-District Manager, OSCSC Ltd., Kalahandi hiring the vehicle shall not be responsible for any damage / loss caused to the hired vehicle 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 owner of the vehicle / 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 and lubricants. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear box & different 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 replace 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.
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 of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the Agency and no advance payment will be made to this effect.
9. The vehicle shall not be more than 3 years old from the initial date of 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 withdrawn 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 Chief CSO -cum-District Manager, OSCSC Ltd., Kalahandi shall forfeit the entire amount of security deposit.

Signature of


District Manager,
OSCSC Ltd., Kalahandi.

Annexure-III

GENERAL INFORMATION FOR HIRING OF 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 Charges of the vehicle per month
excluding fuel cost:-
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tender / Quotationer)
Mobile Telephone

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


District Manager
O.S.C.S.C. Ltd., Kalahandi

Seal & Signature of
the Quotationer
/Tenderer