

**Application for engagement  
of hired vehicle in MVUs  
of different blocks of  
Kalahandi district  
on monthly rent basis**

*Cost of application form—Rs. 100/-*

## **GENERAL BID INFORMATIONS**

- 1) The vehicle must be in road worthy condition, shall not be more than 3 years old from the date of initial registration (preference will be given to newer vehicles) and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof of up to date tax payment, Pollution control certificate etc. which are mandatory for plying of Vehicle. The self attested copy of these documents are to be furnished with the quotation.
- 2) The vehicle must accommodate 3 persons excluding the driver with space for keeping laboratory equipments, medicines etc.
- 3) The vehicle preferably be white/off white in colour.
- 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, gentle and obedient in nature.
- 6) A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Accounts Payee Bank Draft drawn in favour of the "Chief District Veterinary Officer, Kalahandi" and submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 7) The vehicle must achieve a fuel efficiency of minimum 10 kms per litre.
- 8) The monthly rate of hire charges (excluding fuel and lubricants) be quoted separately in the general bid information sheet of the vehicle provided with the application form. Maximum hiring charges is fixed at maximum (inclusive of GST) Rs.30,000/-. In case of similar quoted price, preference will be given to local vehicle (same block to which the vehicle belongs) /newer vehicle. In addition, lower hiring charges with higher mileage than the specified rate will also be given preference.
- 9) The details of the make and year of manufacture of the vehicle, registration no., mileage (kms covered per litre) and name of the Driver with driving License No. and period of validity etc. should be specifically provided in the general bid information sheet of the vehicle(provided with the application form) to be furnished with the Quotation (Annexure-I).

- 10) The Quotation completed in all respect should reach the undersigned on or before ***Dt. 23.05.21 by 1.00 p.m.*** and ***shall be opened on 24.05.21 at 10.00 a.m.*** in presence of the bidder(s) or their authorized representative(s). There will be no bar in opening of the sealed quotations, if the bidder(s) or their authorized representative(s) remain absent.
- 11) The application form of quotation containing General Bid Informations & Terms and Conditions for Hiring of Vehicles etc. will be available with the Office of the Chief District Veterinary Officer, Kalahandi on payment of Rs. 100/- from ***Dt.12.05.21 to 23.05.21*** in office hours or can be downloaded from the website of district portal <https://kalahandi.nic.in> from ***Dt.12.05.21 to 23.05.21***. In case the application form is downloaded from the website, the applicant shall furnish a Demand Draft for an amount Rs.100/-(Rupees One Hundred) only towards the cost of application along with the Quotation. When the application form is purchased from the office of the CDVO, Kalahandi the original copy of the money receipt towards deposit of Rs.100/- for application form to be furnished while submitting the filled in application form.

Chief District Veterinary Officer,  
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 vehicles, during the period of contract, shall have all necessary valid MV documents such as : - valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution control certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. and D.L. of the driver available all the times. The Department / Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicles or losses 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 shall be responsible for all such litigation.
2. The hire charge to be paid on monthly basis does not include cost of diesel, which is to be paid separately basing on actual consumption. All the expenditure of the vehicle towards minor/major repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. and payments towards insurance, road tax, fitness etc. will be borne by the bidder.
3. It shall be the responsibility of the bidder to provide a licensed, good driver (gentle, well behaved, obedient, non-alcoholic) and the salary of the driver shall be borne by the owner.
4. In case of absence of driver for whatsoever reason, the owner shall arrange the substitute to run the vehicle.
5. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
6. The vehicle should be regularly serviced and maintained to avoid any breakdown. 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 without compromising the services of MVU. If the owner failed to arrange/replace, alternative arrangement will be made by the client and the expenditure will have to be borne by the owner of the vehicle. If he/she fails to pay the expenditure so incurred, the same will be

deducted from the bill of the owner.

7. An agreement will be made before engagement.
8. In case the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
9. The vehicle will be stickered as per the MVU guidelines and the vehicle owner disagreed for stickering of the vehicle will not be engaged.
10. Monthly hire charges and reimbursements towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding months, as far as possible within fifteen days of the submission of bills by service provider and no advance payment will be made. The vehicle owner has to supply DOL for the month until re-imburement of the HSD bills.
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, Government shall forfeit the entire amount of security deposit.
14. The bidder shall not be an employee / relative of the employee of this office.
15. The Quotationer /Vehicle owner earlier engaged in MVU service and found to have deviated the norms of Agreement will not be considered for selection even if he/she gives lowest quotation in the present bid.

Chief District Veterinary Officer,  
Kalahandi

To

The Chief District veterinary Officer,  
Kalahandi

Sub: Submission of Quotation for engagement of hired vehicle in MVU on  
monthly rate basis

Sir,

With reference to your quotation call notice for hiring of vehicles for mobile veterinary units in different blocks of Kalahandi district on monthly rate basis, I am to inform you that I have gone through the general bid informations and terms & conditions mentioned in the application form and accordingly submitting herewith my offers in filled in application form as per the prescribed formats along with the required self attested documents for consideration for engagement in MVU .....(mention the name of the block where the vehicle is to be engaged).The demand draft (No ..... date.....) / copy of the money receipt/demand draft (No..... date.....) for Rs. 100/- (strike out whichever is not applicable) is enclosed for necessary action at your end.

Yours sincerely,

Full signature of the applicant  
with date and address

NB:- do not include copy of general bid information & terms and conditions given in the application form while submitting your quotation/bid.

**GENERAL BID INFORMATIONS FOR HIRING VEHICLES**

1. Registration No. of Vehicle :
2. Year of Manufacture :
3. Model & colour :
4. Date of registration :
5. Fitness Certificate validity :
6. Tax payment validity :
7. Permit validity :
8. Insurance validity :
9. Pollution control validity :
10. DD/MR no. & date for Rs. 100/- :
11. DD no. & date for Rs.5000/- :
12. Name & address of the Driver :
  - a) Name:
  - b) Address:
  
  - c) Contact no:
13. Driver's D. L. No. & Validity :
14. Proposed hire Charge of vehicle :  
(Per month excluding fuel cost)
15. Rate of fuel consumption :  
(Mileage per litre)
16. Name & Complete address of the owner (attach ID proof & residential proof)
  - a) Name :
  - b) Address :
  
  - c) Mobile .....
  - d) Telephone.....

“Certified that the informations mentioned above are true to the best of my knowledge and belief”.

Seal & Signature of the Quotationer

***NB: This form to be submitted after filling the required informations and attaching self attested legible/clear photocopy of the required documents in support of proof.***