

**OFFICE OF THE EXECUTIVE OFFICER, ZILLA PARISHAD, GAJAPATI
PARALAKHEMUNDI**

Tender Call No. - 85

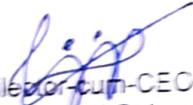
Dated.- 07.06.22

Sealed Tenders are invited from interested reputed Travels Agencies/Tour Operators or private individuals for providing one number at DRDA, Gajapati of AC Diesel/Petrol / BS-IV Petrol driven vehicle of Scorpio/ Bolero/Zest/ Tigor/ Swift Dzire/ Xcent/ Etios (Petrol) which shall conform to the Terms and conditions (Annexure-I) for official use in DRDA, Gajapati on monthly hire charge basis for the use of President, Zilla Parishad, Gajapati:

The vehicle must be in Road Worthy condition, shall not be more than 3 years old from the date of initial registrations 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.

- 1) 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.
- 2) The Driver should be well behaved, gentle and obedient in nature.
- 3) A sum of Rs 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Project Director, DRDA, Gajapati payable at SBI, Paralakhemundi and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 4) The monthly rate of hire charge be quoted separately in the general bid information(excluding fuel and lubricants)
- 5) The vehicle must achieve a fuel efficiency of 10 Kms /litre incase of Scorpio/Bolero and 17 Kms/ litre for Zest/ Tigor/ Swift Dzire/ Xcent/ Etios limits to hire charges of Rs 26000/- (Rupees Twenty Six Thousand)only per month .
- 6) 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 Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation / Tender (Annexure-II).

- 7) The Quotation completed in all respect should reach the undersigned on or before 17-06-2022 by 2:00 PM and shall be opened on the same day at 4:00 p.m in presence of bidders or their authorized representatives.
- 8) The application form of quotation / tender containing General Bid Information and Terms and conditions for hiring of vehicles etc. can be downloaded from <http://gajapati.nic.in> from 08.06.22 to 17-06.22 along with the application, the applicant shall furnish a demand draft for an amount of Rs. 100 /- (Rupees One Hundred) only in favour of Project Director, DRDA, Gajapati payable at SBI, Paralakhemundi towards the cost of application.
- 9) The eligible bidder shall commence the services from the date of placement of the order and shall continue to provide the services to be extended and it may further be extended after fulfillment of certain conditions


Collector-cum-CEO,
Zilla Parishad, Gajapati

Memo No. - 86 /DRDA

Dated 07.06.22.

Copy to Dy. Collector, Nizarat, Collectorate Gajapati/ all District Office / all BDOs, & Tahasildar to affix the tender call notice in their notice board for wide publicity and copy to DIO, NIC, Gajapati for information and he is requested to web host the tender call notice in the District website.


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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 vehicle should have commercial license.**
2. The Office 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 in any manner whatsoever.
3. 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.
4. 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.
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 the vehicle does not report regularly on time, the authority will be at liberty to reject the agreement and may engage vehicle from the other source.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. Monthly hire charges as per actual and as per Govt. norms(Finance Department Letter No.30464/F, dated 06.09.2019 and L No 20073/PP&DW, dated 05.11.2019 of PR&DW Deptt Odisha) will be paid in every succeeding month on verification of log book maintained by the driver, as far as possible within fifteen days of the submission of bills by the owner and No advance payment will be made.
9. The hire charges to be paid after deduction of Service Tax or any other Tax as applicable by law on monthly basis is final but does not include cost of diesel, which is to be paid separately by DRDA.
10. If the services are found to be unsatisfactory, the hirer shall give one month notice and terminate the agreement.

11. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, the bidder shall forfeit the entire amount of security deposit.
13. The Authority reserves the rights to cancel or reject any or all the quotations without assigning any reasons thereof.
14. The hired vehicle cannot be used for any private/ commercial purpose beyond office hours or during holidays.



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TENDER DOCUMENT FOR ENGAGEMENT OF VEHICLE IN DRDA GAJAPATI.

GENERAL INFORMATION FOR HIRING VEHICLE

1. Registration No. of Vehicle:
 2. Vehicle to be used for:
 3. Type of Vehicle(Non-AC):
 4. Year of Manufacture:
 5. Model:
 6. Date of Registration:
 7. Name & complete address of the owner of the vehicle:
 8. Fitness Certificate validity:
 9. Permit validity:
 10. Insurance validity:
 11. Name/ Address of the driver:
 12. D.L. No. & Validity of the D.L. of the Driver:
 13. Proposed Hire Charge of the vehicle per month excluding fuel cost:
 14. Rate of fuel consumption/ Mileage per liter:
 15. Contact number of the Service provider (Tenderer / Quotationers)
Mobile no..... Telephone.....
- "Certified that the information submitted above is true to the best of my knowledge and belief"
- Seal & Signature of the
Quotationer/ Tenderer

Enclosure

1. Valid Registration Certificate
2. Valid Insurance Certificate
3. Valid Fitness Certificate
4. Valid Contract carriage Permit
5. Uplo date Tax Receipt
6. Valid DL of Light transport passenger vehicle