

DISTRICT RURAL DEVELOPMENT AGENCY, GAJAPATI

PARALAKHEMUNDI

Tender Call No. - 4569

Dated.- 21.12.2018

Quotation / Tender Call Notice for Hiring of Vehicle for DRDA, Gajapati

Sealed quotations/tenders are invited from interested reputed Travels Agencies/Tour Operators for providing different -AC Diesel driven vehicles as mentioned in the financial bid including driver, which shall conform to the Terms and conditions (Annexure-II) for official use in DRDA, Gajapati on monthly/daily rent basis:

01. The vehicle must be in Road Worthy condition, shall not be more than 1 year old from the date of initial registrations and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contact Carriage Permit, proof of up to date tax payment etc. which are mandatory for plying of vehicle.
02. 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.
03. The Driver should be well behave, gentle and obedient in nature.
04. A sum of Rs 10000/- 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.
05. The monthly rate of hire charge be quoted separately in the general bid information(excluding fuel and lubricants)
06. The vehicle must achieve a fuel efficiency as per the instruction of Finance Department Office Memorandum Vide No 34085/F, Bhubaneswar dated 29.09.2012.
07. 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-III).
08. The Quotation completed in all respect should reach the undersigned on or before **05.01.2019** 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.

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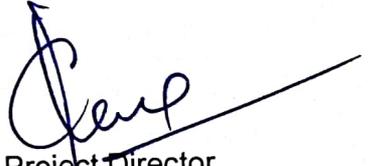
09. The application form of quotation / tender containing General Bid Information and Terms and conditions for hiring of vehicles etc. can be downloaded from <http://gajapati.nic.in> from 22.12.2018. In case the application form is downloaded from Gajapati Website, the applicant shall furnish a Demand Draft for an amount of Rs. 2000 /- (Rupees Two Thousand) only in favour of Project Director, DRDA, Gajapati payable at SBI, Paralakhemundi towards the cost of application. The authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


21.12.18
Project Director
DRDA, Gajapati

Memo No. - 4570/DRDA

Dated. 21.12.2018.

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.


Project Director
DRDA, Gajapati

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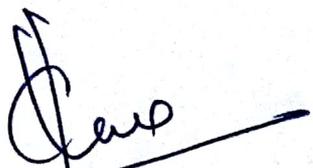
TERMS & CONDITIONS FOR HIRING OF VEHICLES

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 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. 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 diesel, 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.
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 the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from the 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 and reimbursements towards cost of diesel(as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month , as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
9. The vehicle shall not be more than 1 year 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 hirer shall give one month notice and terminate the agreement.

(P.T.O)

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 starting km reading of the vehicle will be calculated from the office and finally closed the office everyday after completion of the duty no extra HSD will be supplied to the vehicle for idle movement of the vehicle other than office work.
14. The contractor/Agency should at least own 10 vehicle with model not older than 2017 and vehicles registered as commercial vehicles.
15. The bidder should be registered with the appropriate Authority for the purpose of GST Tax. If already registered proof of application for registration for service tax (GST) must be submitted with the condition that registration certificate will be produced before signing the agreement/contract.
16. The bidder should have overall experience of 5 years in supplying at least 10 to 15 commercial / passengers vehicles in Govt. and Corporate Office.
17. The Annual Turnover of the bidder should be at least Rs 85(Eighly Five Lakh) in the last two financial years. Audited financial statement of financial statement showing turnover duly certified by Chartered Accountant to be enclosed as proof of the same. IT return or Audited balance sheet reports two years (i.e Assessment year 2016-17 & 2017-18 to be submitted).
18. Tenders evaluation will be done in two stages (a). Technical bid & (b) Financial bid. Each bid to be submitted in separate sealed envelopes super scribed as "Technical Bid and Financial Bid" respectively. All these 2 envelopes should be put in other envelop marked as "Tender for Hiring of Vehicle".
19. Those technically qualified will only be considered for price evaluation (Financial Bid). Price should not be quoted with technical bid otherwise the tender will be rejected without any correspondence.
20. The Contractor/Agency should not black listed.
21. After due evaluation of the bid (s) office will award the contract to monthly lowest evaluated responsive. That same Contractor /Agency will provide vehicle on daily basis.
22. In case of emergency, the Contractor/Agency should provide vehicle within 30 minutes. The driver of Agency should report for duty as per the requirement of hirer. No extra payment shall demanded.



Project Director
DRDA, Gajapati

Financial Bid- Monthly Hire of Vehicles

1. Registration No. of Vehicle:
2. Type of Vehicle(AC):
3. Year of Manufacture:
4. Model:
5. Date of Registration:
6. Name & complete address of the owner of the 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. Hire Charge of the vehicle per month excluding fuel cost:
13. Rate of fuel consumption/ Mileage per liter:
14. 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

NB: To be quoted separately for

1. Indigo ECS/Dezire/Etios
2. Tavera/Bolero
3. Innova

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FINANCIAL BID

(To be submitted on the letterhead of the Company / Firm)

On call/ Daily basis below 200 KM per day(Local)

SI No	Type of Vehicles (AC)	100 KM/ 10hrs	Rate (in Rs)	Extra Km	Extra Hour
01	Indigo ECS/Dezire/Etios				
02	Tavera/Bolero				
03	Innova				

Seal & Signature of the
Quotationer/ Tenderer

(P.T.O)

Annexure – V

FINANCIAL BID

(To be submitted on the letterhead of the Company / Firm)

On call/ Daily basis below 250 KM per day(Long)

SI No	Type of Vehicles (AC)	100 KM/ 10hrs	Rate (in Rs)	Extra Km	Extra Hour
01	Indigo ECS/Dezire/Etios				
02	Tavera/Bolero				
03	Innova				

Seal & Signature of the
Quotationer/ Tenderer