



**OFFICE OF THE COLLECTOR, GAJAPATI  
(DIST. CHILD PROTECTION UNIT, S.W SECTION)**

L. No. 308 /DCPU Dated: 19-02-2019.

**Quotation/Tender Call Notice**

Sealed Quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no of Non AC (Indica/ Indigo/ Swift Desire) Diesel driven vehicles which shall conform to the terms and conditions (Annexure-II) for Official use in DCPU, Gajapati (Dist. Child Protection Unit), at Paralakhemundi on monthly rent basis:

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 vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. The monthly rate of hire charge is quoted separately.
5. The Vehicle must achieve a fuel efficiency of 13 Kms per liter.
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 licenses No. and Period of validity should be specifically provided in the general bid information to be furnished with the Quotation (Annexure-III).
7. The Quotation completed in all respect should reach the undersigned on or before 01-03-19 by 05-00 A.M./ P.M. and shall be opened on the ~~same~~ <sup>next</sup> day at <sup>02-03-19</sup> ~~at~~ <sup>at 11-30</sup> A.M./ P.M. presence of the Quotationers or their authorized representatives along with the committee formed under the chairmanship of Addl. District Magistrate, Gajapati.
8. The application form of quotation containing General Information & Terms Conditions for Hiring of Vehicles etc. will be available in the office of DCPU , Gajapati Collectorate, Paralakhemundi or can be downloaded from our Websites [www.gajapati.nic.in](http://www.gajapati.nic.in) from Dt 20-02-19 to Dt 01-03-19.

Addl. District Magistrate

Gajapati.

**Addl. Dist. Magistrate  
Gajapati**

Memo No. 309 /DCPU

Date-19/02/2019.

Copy Submitted to PD, DRDA, Gajapati/PA, ITDA, Gajapati and Sub Collector, Paralakhemundi for favour of kind information. They are requested to display the copy in their respective notice board for wide publicity.

  
19/2/19  
Addl. District Magistrate

~~Addl. Gajapati Magistrate~~

Copy Submitted to DIO, NIC, Gajapati for information with a request to advertise the copy in their notice board and website for wide publicity.

  
19/2/19  
Addl. District Magistrate

Gajapati.

~~Addl. Dist. Magistrate~~

~~Gajapati~~

## **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 Department / 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 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 exiting Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & Differential Coolant, Tires & Tubes, and Battery etc. will be borne by the bidder.
3. It shall be 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 of the vehicle don't report regularity, 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 demand.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricant (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible with in 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 3 years old from the initial registration and also good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the Clint 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 grant one month notice before such withdrawal of service and termination of agreement.
12. The agreement may be made for 11 month. If the service is satisfactory then it may be renewal for another period.

  
Signature of

**Quotation / Tender Calling Authority**

**Addl. Dist. Magistrate  
Gajapati**

**GENERAL INFORMATION FOR HIRING 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 Charge 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”.**

**Seal & Signature of the  
Quotationer/Tenderer**