

Annexure-I  
**Standard Bidding Document**  
**Government of Odisha Cooperation Department**  
Office of the Assistant Registrar of Cooperative Societies,  
Paralakhemundi Circle, Paralakhemundi.

Quotation / Tender Call Notice No. 654 /29-A-1/2012/Dated. 20/2/2020

Sealed Quotations /Tenders are invited from interested reputed Travel Agencies / Tour Operators or Private individuals for providing 01(One) no. of Non-AC Diesel driven vehicles (**Bolero/ TUV300/ SUMO Gold/ Ertiga**) having sitting capacity not more than 10(Ten) including Driver, which shall conform to the Terms and Conditions prescribed by the Government of Odisha (Annexure-II) in O.M. No.27037/F. Dated.08.10.2015 for official use in the office of the Assistant Registrar of Cooperative Societies , Paralakhemundi Circle, Paralakhemundi under Government of Odisha in Cooperation Department 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 & must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contact Carriage Permit, proof of up to date tax payment etc; which is mandatory for plying of vehicle.
2. GST Registration is compulsory for any service provider to provide hired vehicle to Government officer.
3. 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
4. The driver should be well behaved, gentle & obedient in nature.
5. A sum of Rs.5000/-(Rupees Five Thousand) shall be deposited by the intending bidders in shape of Account payee Bank Draft in favour of the **Assistant Registrar of Cooperative Societies, Paralakhemundi Circle, Paralakhemundi** & submit along with the tender paper as security deposit. After completion of the tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge (**Maximum Rs.31, 000/-P.M.**) may be quoted separately in general bid information (excluding fuel & Lubricant).
7. The vehicle must achieve a fuel efficiency of **10(Ten)** KMs per liter.
8. The details of the make and year of manufacture of the vehicle, Registration Number, Mileage (Kms covered per liter) and name of the Driver with Driving License No. & period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-III).
9. The quotation completed in all respect should reach the Undersigned on or before 28.02.2020 by 12 Noon & shall be opened on the same day at 2 P.M. in presence of the bidders or their authorized representatives.

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10. The application form of Quotation / Tender containing General Bid Information & Terms and Conditions for hiring of vehicles etc; will be available with the Section Officer of the office of the Undersigned on payment of Rs.100/-from 20.02.2020 to 28.02.2020 10 A.M. on all working days or can be down loaded from Odisha Govt. Website [www.Odisha.gov.in](http://www.Odisha.gov.in) from Dt.. 20.02.2020 to 28.02.2020. In case the application form is downloaded from Govt. 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 application.

  
Assistant Registrar of C.S.

Paralakhemundi Circle, Paralakhemundi.

Memo No. 655 / dt. 20/2/2020

Copy along with soft copy of the Quotation call notice submitted to the D.I.O., NIC, Gajapati with a request to hoist the quotation call notice in District Website of Gajapati for wide publicity.

  
Assistant Registrar of C.S.,

Paralakhemundi Circle, Paralakhemundi.

Memo No. 656 / dt. 20/2/2020

Copy submitted to the Collector, Gajapati, Paralakhemundi / Project Director, D.R.D.A., Gajapati, Paralakhemundi / Project Administrator, I.T.D.A., Gajapati, Paralakhemundi / Sub- Collector, Paralakhemundi / R.T.O., Paralakhemundi / Executive Officer, Municipality Paralakhemundi / Tahasildar, Paralakhemundi for favour of information. They are requested to display the notice in their office Notice Board for wide publicity.

  
Assistant Registrar of C.S.,

Paralakhemundi Circle, Paralakhemundi.

Memo No. 657 / dt. 20/2/2020

Copy submitted to the Deputy Registrar of Cooperative Societies, Berhampur Division, Berhampur/ Registrar of Cooperative Societies, Odisha, Bhubaneswar for favour of kind information & necessary action.

Copy to Office Notice Board

  
Assistant Registrar of C.S.,

Paralakhemundi Circle, Paralakhemundi.