

**DISTRICT AUDIT OFFICE, LOCAL FUND AUDIT,  
GAJAPATI**

Keuta street, in front of  
Venkateswar  
Temple,Paralakhemundi  
Gajapati-761200  
Phone No.06815-222015  
E-mail-daogajapati@gmail.com

No. 1142 /LFA Date 22.09.21

**Tender Call Notice**

Sealed tenders are invited from the intending reputed Travel Agencies/ Tour Operators/ Private individuals for providing 1 no of Non A.C. Diesel driven vehicles (TATA Tiago/Bolt/Celerio) in conformity to the terms and conditions available of the website given below.

The details of terms & conditions are contained in the tender papers available in the Office of the undersigned during working hours on the dates as mentioned in the Tender Notice & also available in our web site www.gajapati.nic.in. Last date of submission of Tender Paper is **07.10.2021 up to 3.00 PM** through registered Post / Speed Post only & tender will be opened on dt **07.10.2021 at 04.00 P.M.**

  
District Audit Officer,  
LFA, Gajapati(PKD)

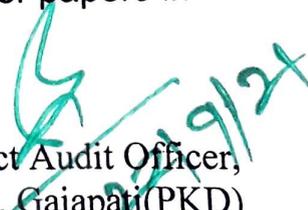
Memo No. 1143 /LFA Dt. 22.09.21

Copy to Advertisement Manager The Samaj with a request to get the Notice published in the daily news paper and submit credit bill as per the prescribed rate fixed by I & PR Deptt. Odisha Bhubaneswar.

  
District Audit Officer,  
LFA, Gajapati(PKD)

Memo No. 1144 /LFA Date 22.09.21

Copy to DIO, NIC, Gajapati for uploading of the Tender papers in the web.

  
District Audit Officer,  
LFA, Gajapati(PKD)

**Annexure - I**

**OFFICE OF THE DISTRICT AUDIT OFFICER, LFA, GAJAPATI (PARALAKHEMUNDI)**  
**Phone No.06815-222015 e-Mail: daogajapati@gmail.com**

**Tender Call Notice No. 1142Dt. 22.09.21**

Sealed tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one number of Non A.C. Diesel driven vehicles (Tiago/Bolt/Celerio) which shall conform to the terms and conditions (Annexure-II) for official use in District Audit Officer, LFA, Gajapati 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 applying 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. A sum of Rs.5000/- (per one vehicle) shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Audit Officer, LFA, Gajapati and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants) should not exceed the maximum charges per month fixed by the Govt. in Finance Deptt. Vide their Office Memorandum No.30464/F dated 06.04.2019.
6. The Vehicle must achieve a fuel efficiency of minimum 17 Kms per liter.
7. 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 (Annexure – II)
8. The Tender complete in all respect should reach the undersigned on or before **07.10.2021** by **3.00 P.M.** by speed post/Registered Post only and shall be opened on dt. **07.10.2021** at **04.00 P.M.** in presence of **the bidders or their authorized representatives.**

9. The application form of tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with DAO, LFA Office on payment of Rs.100/-(rupees one hundred) from 22.09.2021 to 04.10.2021 or can be downloaded form available in our website [www.gajapati.nic.in](http://www.gajapati.nic.in). In case the application form is downloaded from Gajapati website, the applicant shall furnish a Demand Draft for an mount Rs.100/- (rupees One Hundred ) only drawn in favour of District Audit Officer, LFA, Gajapati towards the cost of application along with the application.

  
District Audit Officer,  
LFA, Gajapati(PKD)

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, Pollution Certificate, proof of up to date tax payment etc. and D.L. of the driver available all the times. The DAO, LFA hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles or loss of life / injury made in any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The owner shall be responsible for all such litigation.
2. GST registration is compulsory for any service provider to provide hired vehicles.
3. 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 or Engine, Gear Box & differential Coolant, Tires & 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 of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. The vehicles are kept under optimum running condition and avoid accidents attributable to lack of maintenance/upkeep. **The hired vehicles cannot be used for any private/commercial purpose beyond office hours or during holidays.**
9. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.

The hiring charges do not include fuel cost (petrol/diesel) which is to be paid separately basing on actual consumption and lubricants as per existing Government norms.

Monthly hire charges of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.

The vehicle shall be in good condition and shall not be older than three years during the period of contract. Vehicles older than five years should be replaced by new vehicles by the service provider.

If the services are found to be unsatisfactory, the client shall be given one month notice and the agreement will be terminated.

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.

If the bidder violates any of the terms of contract, DAO, LFA, Gajapati shall forfeit the entire amount of security deposit.

  
District Audit Officer, LFA, Gajapati

Seal & Signature of the Tenderer

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 liter	:	
14	Contract Number of the Service provider (Tenderer)	:	Mobile No. Land Line No.

"Certified that the information submitted above is true to the best of my knowledge and belief."

DAO, LFA, Gaighati

Seal & Signature of the Tenderer