

ତହସିଲ କାର୍ଯ୍ୟାଳୟ, କାଶିନଗର
ଜିଲ୍ଲା - ଗଜପତି

Tahasil Office, Kashinagar
District- Gajapati



Office Address: Tahasil Office,
Kashinagar
District- Gajapati, Pin-761206,
Em@il Id- tah.kasin-od@nic.in
tahasildar.kashinagar@gmail.com
FACEBOOK : [facebook.com/kashinagar.tahasil](https://www.facebook.com/kashinagar.tahasil)
TWITTER : [@KashinagarTasil](https://twitter.com/KashinagarTasil)
Phone No. 06815-284207

Notice No. .../2022... / Asst. Nazir

Date: 5/4/2022

Applications / Quotations in sealed cover are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing 1 (one) no. of Non-AC / AC diesel driven vehicle of TUV 300 / Bolero / Sumo Gold / Ertiga having sitting capacity not more than ten including driver, which shall confirm to the Terms and conditions (Annexure-II) for official use in **Tahasil Office, Kashinagar (R & DM Department)** for the period from 01-05-2022 to 31-03-2023 on monthly rent basis with the terms and conditions provided / annexed herewith.

- 13) The vehicle must be in Road Worthy condition, shall not be more then 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 playing of vehicle.
- 14) GST registration is compulsory for providing vehicles on hire basis
- 15) In view of pollution being high through use of Diesel vehicles, BS -VI compliant petrol vehicles will be preferable (as per office memorandum no. 30464 / F / FIN-COD-MV-001-2017 dt. 06-09-2019 of Finance Department, Government of Odisha).
- 16) 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.
- 17) The Driver should be well behaved, gentle and obedient in nature.
- 18) A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Tahasildar, Kashinagar Payable at Kashinagar** and be submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 19) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
- 20) Maximum hire charges of the vehicle will be Rs. 31,000/- including taxes (as per office memorandum no. 30464 / F / FIN-COD-MV-001-2017 dt. 06-09-2019 of Finance Department, Government of Odisha).
- 21) The vehicle must achieve a fuel efficiency of **10 Kms per liter**
- 22) 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).
- 23) The Quotation / Tender completed in all respect should reach the undersigned through registered post only on or before **19-04-2022 by 1.30 pm** and shall be opened and

scrutinized on **20-04-2022 at 10.00 am** in presence of the applicants / bidders or their authorized representatives.

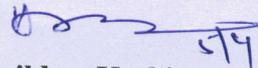
- 24) The application form of quotation / tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available in the **office of the undersigned** from **11-04-2022 to 19-04-2022 during working hours / days** or can be downloaded from Odisha Govt. website www.odisha.gov.in or www.gajapati.nic.in. The applicant shall pay Rs. 100/- towards application fees in shape of Money Receipts being issued by the undersigned or in shape of Demand Draft drawn in favour of the Tahasildar, Kashinagar payable at Kashinagar towards the cost of application and that should be enclosed in original along with application.

TERMS AND CONDITIONS FOR HIRING OF THE VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

18. The hired vehicle 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 in any manner whatsoever. The bidder shall be responsible for all such litigation.
19. 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.
20. 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.
21. The vehicle must have a valid commercial license.
22. 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.
23. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from the other source.
24. The vehicles shall report for duty for minimum of 25 days in a month.

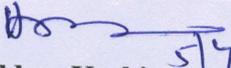
25. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
26. Monthly hire charges and reimbursements towards cost of diesel (s per actual) and lubricants (as per Govt. norms) of selected bidders will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
27. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
28. FAST Tag must be affixed on windshield of the vehicle for online Highway Toll payment.
29. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
30. 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.
31. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
32. The Authority reserves the rights to cancel or reject any or all the Quotations without assigning any reasons thereof.
33. The hired vehicle can't be used for any private / commercial purposes beyond officer hours or during holidays (as per office memorandum no. 30464 / F / FIN-COD-MV-001-2017 dt. 06-09-2019 of Finance Department, Government of Odisha).
34. The service tax, if applicable, would be reimbursed separately over and above the hiring charges (as per office memorandum no. 27037 / F / FIN-COD-RULES-004-2015 dt. 08-10-2015 of Finance Department, Government of Odisha)


Tahasildar, Kashinagar.

Memo No. 1205(8) / Asst. Nazir

Date: 5/4/2022

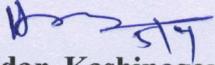
Copy forwarded to the Notice Board, Tahasil office, Kashinagar / the B.D.O., Kashinagar / the I.I.C., Kashinagar Police Station / the C.D.P.O. Kashinagar / the Executive Officer, N.A.C., Kashinagar / the Medical Officer, C.H.C., Kashinagar / the Veterinary Officer, Kashinagar / the Range Officer, Forest Range, Kashinagar to affix the Quotation call notice in their notice board for wide publicity.


Tahasildar, Kashinagar

Memo No. 1206 / Asst. Nazir

Date: 5/4/22

Copy to the Nazir of this office for information. He is instructed to receive Rs. 100/- from the applicant towards application fees.


Tahasildar, Kashinagar

Memo No. 1207 / Asst. Nazir

Date: 5/4/22

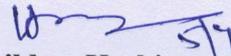
Copy submitted to the Sub-Collector, Paralakhemundi for favour of kind information and necessary action.


Tahasildar, Kashinagar

Memo No. 1208 / Asst. Nazir

Date: 5/4/22

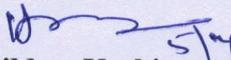
Copy submitted to the Additional District Magistrate Gajapati, Paralakhemundi for favour of kind information and necessary action.


Tahasildar, Kashinagar

Memo No. 1209 / Asst. Nazir

Date: 5/4/22

Copy submitted to the D.I.O., National Informatics Centre, Gajapati, Paralakhemundi for favour of kind information and necessary action with a request to publish the it in the district web site for wide publicity.


Tahasildar, Kashinagar

Annexure-III

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 (Applicant / Tenderer/Quotationer) :
Mobile _____
Telephone _____

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

**Signature of the
Applicant / Quotationer / Tenderer**