



OFFICE OF THE NOTIFIED AREA COUNCIL  
KASHINAGAR, GAJAPATI

Ph & Fax no: 06815 – 284215, e-Mail: kasinagar.nud@nic.in

Quotation/ Tender Call Notice

Letter No.:- 1407

Date :- 28.08.2023

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Private individuals for providing 01 no. of AC petrol/Diesel driven vehicle (TUV300/BOLERO) having sitting capacity not more than 7 including driver, which shall conform to the Terms and conditions (Appendix-A) for official use in NAC, Kashinagar, Department/Office on monthly rent basis:

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. 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, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
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 behave, gentle and obedient in nature.
5. A sum of Rs.5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favor of the deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
7. The Vehicle must achieve a fuel efficiency of 10KM per litre
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per litre) and name of the Driver, Driving License No. and period of validity should be specially provided in the general bid information to be furnished with the Quotation/ Tender (Appendix-B).
9. The Quotation completed in all respect should reach the undersigned on or before 07/09/2023 by 4.00 P.M. and shall be opened on 08/09/2023 at 11.00A.M. in presence of the bidders or their authorized representatives.
10. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with NAC, Kashinagar of the Department/Heads of Department/Office on payment of Rs.1000/- from 28/08/2023 to 07/09/2023 or can be downloaded from Odisha Govt. Website [www.gajapati.nic.in](http://www.gajapati.nic.in) from Dt. 28/08/2023 to Dt. 07/09/2023. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs.1000/- (Rupees One Thousand) only towards the cost of application along with the application.

Executive Officer,  
NAC, Kashinagar.

**Memo No.:- 1408**

**Date :- 28.08.2023**

Copy forwarded to the Notice Board, of the B.D.O., Kashinagar / Tahasil office, Kashinagar / I.I.C., Kashinagar Police Station / the C.D.P.O. 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 widely publicity.

Executive Officer,  
NAC, Kashinagar.

**Memo No.:- 1409**

**Date :- 28.08.2023**

Copy forwarded to the Notice Board, Kashinagar NAC to affix the Quotation call notice in the office notice board for wide publicity.

Executive Officer,  
NAC, Kashinagar.

**Memo No.:- 1410**

**Date :- 28.08.2023**

Copy to the DIO, NIC, Gajapati for information and requested to upload the tender call notice and detail tender documents in the district NIC website for information of the public/prospective bidders from 10.00 A.M. of 28.8.2023 to 5.00 P.M. of 07.09.2023.

Executive Officer,  
NAC, Kashinagar.

**Memo No.:- 1411**

**Date :- 28.08.2023**

Copy submitted to the Collector & District Magistrate, Gajapati / The Project Director, DUDA, Gajapati for favour of kind information.

Executive Officer,  
NAC, Kashinagar.

**Memo No.:- 1412**

**Date :- 28.08.2023**

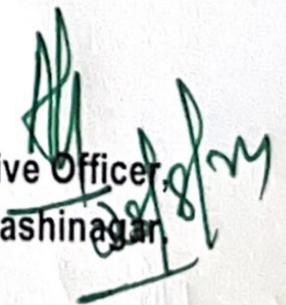
Copy submitted to the Tender Committee Members of NAC, Kashinagar for kind information and requested to make convenient to attend the tender opening on above scheduled time.

Executive Officer,  
NAC, Kashinagar.

## Terms & Conditions

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, Pollution 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.
2. 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.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration 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 terminate the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (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.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Executive Officer  
NAC, Kashinagar

## General Information

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	Bank Account No and IFSC Code	
5	Registration No. of Vehicle	
6	Year of Manufacture	
7	Make & Model	
8	Date of registration	
9	Name & complete address of the owner of vehicle	
10	Fitness Certificate validity	
11	Pollution Certificate validity	
12	Permit validity	
13	Insurance validity	
14	Name / Address of the Driver	
15	D.L. No. & Validity of the D.L. of the Driver	
16	Proposed hire Charge of the vehicle per month excluding fuel cost	
17	Rate of fuel consumption / Mileage per litre	
18	Contract Number of the Service provider (Tenderer/Quotationer)	
19	Contact number of Driver	

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

*To be signed by*  
Executive Officer,  
NAC, Kashinagar.  
*bidder.*  
Contract No \_\_\_\_\_  
Email \_\_\_\_\_