



OFFICE OF THE TAHASILDAR, BELPARA DIST: BALANGIR

No. 334 /Niz. Date: 6/2/24

Quotation/Tender Call Notice

Sealed Quotations are invited from intending reputed travel agency/tour operator/ private individual/ service provider for providing 1 no. of AC petrol/Diesel driven vehicles having sitting capacity not more than 05 (five) including driver of the model TUV300/Bolro/Sumo Gold /Ertiga and other similar cars including driver on hiring basis as per terms and conditions (Annexure-A) vide Finance Department Office Memorandum No..22924/F, Dt.14.08.2023 & Letter No.154/Bud, Dt.22.08.2023 of Board of Revenue, Odisha, Cuttack for official use by the Tahasildar, Belpara. The intending participants must apply in the prescribed format attached herewith as Annexure-B. The bid documents complete in all respect should reach to the undersigned on or before 22.02.2024 by 1.00 PM and shall be opened on the same day at 3.30 P.M. in presence of the bidders or their authorized representatives. The authority reserves the right to cancel the tender at any time without assigning any reason thereof.

Memo No. 335 /Dt. 6.2.24

BAG 6.2.24
Tahasildar, Belpara

Copy forwarded to DIO, NIC, Balangir with a requested to upload the document in the website of NIC for publication/Notice Board, Tahasil Office, Belpara for all concerned.

BAG 6.2.24
Tahasildar, Belpara

Memo No. 336 /Dt. 6.2.24

Copy forwarded to All Tahasildars of Balangir District for publication in their Notice Board.

BAK 6.2.24
Tahasildar, Belpara

Memo No. 337 /Dt. 6.2.24

Copy submitted to the Sub-Collector, Patnagarh/Balangir/Titilagarh for favour of kind information and necessary action.

BAK 6.2.24
Tahasildar, Belpara

Memo No. 338 /Dt. 6.2.24

Copy submitted to the Collector, Balangir for favour of kind information and necessary action.

BAK 6.2.24
Tahasildar, Belpara

TERMS AND 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 service provider shall have a valid OGST registration to participate in the tendering.
2. The hired vehicle during the 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.
3. The 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.
4. 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.
5. 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. The driver should be well behaved, gentle and obedient in nature.
6. A sum of Rs.5000/-(five thousand) only deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahasildar, Belpara and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants). Maximum hire charges per month excluding takes is Rs.31,000/-(Rupees thirty one thousand) only.
8. The vehicle must achieve a fuel efficiency i.e minimum average Mileage is 10 KM per litre.
9. 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.
10. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
11. The vehicle shall report for duty for minimum 25 days in a month.
12. In case emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
13. 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.

14. 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.
15. If the services are found to be unsatisfactory, the client shall give one month notice and termination and terminate the agreement.
16. 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.
17. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
18. 14. The period of the contract shall be initially for a period of 2 years which can be extended subject to satisfactory performance.
19. Any legal aspect arises on the agreement and execution shall be resolved under jurisdiction of Patnagarh only.

PDS
6.2.24
Tahasildar, Belpara

GENERAL INFORMATION

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

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

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