

OFFICE OF THE SUB-COLLECTOR: TITILAGARH

No. 5348 / Niz.

Date 19.09.2024

TENDER CALL NOTICE FOR HIRING OF VEHICLE FOR OFFICIAL USE

Sealed quotation are invited from interested reputed Travel Agencies , Tour Operators or Private Individuals for providing 1 (One) number AC vehicle having sitting capacity not more than 07 including Driver as given below.

Sl No.	Type of Vehicle	Sitting Capacity	Maxlimum hire charges per month excluding taxes	Minimum average mileage in Kms per litre
01	TUV 300/ Bolero / Sumo Gold / Ertiga and any other vehicles having same mileage and hiring charges.	07	Rs. 31,000/-	10

The following term and condition must be filled by the successful bidders for providing vehicle on monthly rent basis for official use by the Sub-Collector, Titilagarh.

1. The vehicle must be in good condition, shall not be older than 03 years and must have valid GST Registration Certificate, Insurance Certificate, PUC Certificate, Fitness Certificate, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for plying vehicle.
2. The Driver of the vehicle must have valid Driving License for driving light transport passenger vehicle and should be sufficient experienced in driving transport passenger vehicle.
3. The Driver should be well behaved, gentle and obedient in nature. He should be properly dressed in neat and clean attire.
4. A sum of Rs. 5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Sub-Collector, Titilagarh 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 charge be quoted Taxes, if any, may also be indicated clearly, monthly hire charges should not exceed Rs. 31,000/- (Thirty one thousand) only.
6. The vehicle must achieve a fuel efficiency of 10 Kms per litter.
7. The details of the make and year of manufacture of the vehicle Registration No. Mileage (Kms Covered per litter) and name of the Driver with Driving Licence No and period of Validity should be specifically provided in the general bid information to be furnished with the quotation/ Tender. (Annexure-II)
8. The hirer charges to be paid on monthly basis is final but does not include cost of fuel , which is to be paid separately basing on actual consumption and lubricants as per exiting Government norms . All the expenditure of the vehicle towards repair replacement of spare parts, Lubricating oil of Engine, Gear Box and differential coolant, tyres and tubes, Battery etc will be borne by the bidder.
9. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.

10. The vehicle shall be stationed inside the campus of Sub-Collector Office, Titilagarh all the day (Both day & Night), so that the same can be utilized as and when required by the Authority of the Sub-Collector Office, Titilagarh.
11. The mobile number of the drivers so engaged by the successful bidder should be available and open all times. So that he can be informed during emergency time as and when required by the authority.
12. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
13. In case the vehicle does not report regularly, the authority will be at liberty to cancel the agreement and may engage vehicle from other sources.
14. Deduction relating to Income Tax and GST shall be applicable as per Govt. Guidelines.
15. 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 three months notice before such withdrawal of service and termination of agreement.
16. The application form of quotation / tender containing general bid information & term and condition for hiring of Vehicle etc. shall be available with the Nazir of Sub-Collector Office, Titilagarh on payment of Rs. 100/ (Rupees One hundred) only from date 19.09.2024 to 08.10.2024 (Excluding Holiday) during office hours.
17. The Quotation completed in all respect should reach the undersigned on or before 08.10.2024 by 11.00 AM and will be opened in presence of the bidders or the authorized representatives in the office chamber of the undersigned at 5.00 PM on the same day.
18. If the bidder violets any of the terms of the contract, Government shall forfeit the entire amount of security deposit.
19. Individual Owner, Owner-cum-driver can participate in the tender process.
20. The undersigned reserves the right to accept or reject any or all quotations without assigning any reasons thereof.


Sub-Collector
Titilagarh

Memo No 5349 Dated 19.09.2024

Copy forwarded to DIO NIC, Balangir with a request to upload the documents in the website of NIC for publication/ Notice Board of this office for publicity.

Copy submitted to the Collector, Balangir/ All Tahasildar/ All BDOs under this Sub-division for wide publicity.


Sub-Collector
Titilagarh