



# **ZILLA PARISHAD : : MAYURBHANJ**

**BARIPADA -757001: ODISHA**

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**Ph. No. 06792-260318/ 260487**

## **QUOTATION CALL NOTICE FOR HIRING OF ONE PRIVATE VEHICLE**


No. 984 /ZP, Dated. 20 / 01 /2023

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01(one) no. of **Commercial Bolero Neo** vehicle having sitting capacity not more than seven including driver which shall confirm to the Terms and conditions (Annexure-I) for official use to supervision & monitoring of District Mineral Fund works by the Nodal Officer, DMF, Zilla Parishad, Mayurbhanj 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 cleared, well-behaved, gentle and obedient in nature.
- 4) A sum of **Rs.5000/- (Rupees Five thousand) only** for each vehicle shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Chief Development Officer-cum-Executive Officer, Zilla Parishad, Mayurbhanj 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 separately in the general bid information (excluding GST and fuel & lubricants).
- 6) The Vehicle must achieve a fuel efficiency of **10 (Ten) Kms per litre.**
- 7) The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per litre) and name of 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-II).
- 8) The Quotation completed in all respect should reach the undersigned on or before 09.02.2023 by 1:00 PM through Registered Post/Speed Post/ Courier only and shall be opened on the same day i.e. dated 09.02.2023. At **04.00 PM** in the office of the Chief Development Officer-cum-Executive Officer, Zilla Parishad, Mayurbhanj in presence of the bidders or their authorised representatives.

  
20.01.2023  
CDO-cum-EO, ZP & CEO,  
DMF, Mayurbhanj

9) The application form of quotation / tender containing General Bid Information & Terms and Conditions for hiring of Vehicles etc. can be obtained from the Office of the Chief Development Officer-cum-Executive Officer, Zilla Parishad (DMF Cell), Mayurbhanj on payment of Rs.100/- from 21.01.2023 to 09.02.2023 or can be downloaded from District website [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in) from 21.01.2023 to 09.02.2023. In case application downloaded from District website the applicant shall furnish a demand draft for an amount of Rs.100/- towards the cost of application fees along with the application. The application fee is non-refundable.

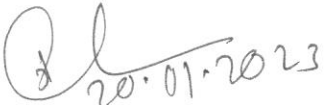
  
20.01.2023  
**CDO-cum-EO, ZP**  
**& Chief Executive Officer,**  
**DMF, Mayurbhanj**

**Memo No. 485 /ZP. Dt. 20 / 01 /2023.**

Copy to Notice Board, Zilla Parishad, Mayurbhanj for information and wide publication.

Copy to Notice Board of Collector & District Magistrate, Mayurbhanj / All PA ITDAs/ All BDOs/ All Sub-Collectors / All Tahasildars/ Executive Officers of ULB/ DI & PRO, Mayurbhanj, Baripada for information and wide publication. They are requested that the quotation notice may be displayed in their respective Notice Board.

Copy to Notice Board of Taxi Stand Association, Baripada

  
20.01.2023  
**CDO-cum-EO, ZP**  
**& Chief Executive Officer,**  
**DMF, Mayurbhanj**

**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 the 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 hirer shall not be responsible for all such litigation.

2. The hire charges to be paid for monthly basis is final but does not include cost of diesel & lubricants, 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.

3. 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. Repair and maintenance charges and other operating cost including taxes (except Service Tax on hire charges) would be borne by the Service Provider/Owner.

4. 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 with written permission.

5. In case of the vehicle do not report regularly in due time, the authority will be at liberty to reject the agreement and may engage vehicle from other source. Every day he must maintain the running status of the vehicle in Log book, barring which the vehicle is treated to be absent.

6. The owner of the vehicle may be outside of Baripada Municipality Area. But the Driver must be within the Municipality Area of Baripada who seems to be custodian of the vehicle. The driver must be ready to attend the exigencies as and when required. The Log Book must not be tampered, if detected shall liable the owner to withdraw the vehicle suo motto. The driver must not be addicted to narcotics.

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 of hirer. No extra payment shall be demanded.

9. Monthly hire charge and reimbursements towards cost of diesel/petrol (as per actual) of selected bidder, will be paid in every succeeding month, as far as possible within 15 (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 (three) 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, CDO-cum-EO, ZP, Mayurbhanj shall forfeit the entire amount of security deposit.

  
28.01.2023

**CDO-cum-EO, ZP  
& Chief Executive Officer,  
DMF, Mayurbhanj**

**ANNEXURE-II**

**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 the vehicle:-
- 7) Fitness Certificate Validity:-
- 8) Permit Validity:-
- 9) Insurance Validity:-
- 10) Name/ Address of the driver:-
- 11) DL No. & Validity of DL of the Driver:-
- 12) Proposed hire Charge of the vehicle per month excluding fuel cost:-
- 13) Rate of fuel consumption / Mileage per litre:-
- 12) Contact Number of the Service Provider (Tenderer / Quotationer):-

Mobile No..... Telephone No.....

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

Seal &Signature of the  
Quotationers / Tenderer

## **CHECK LIST FOR SUBMISSION OF DOCUMENTS**

1. Filled in Annexure-II
2. Xerox copy of the registration No of vehicle
3. Xerox copy of the Fitness Certificate validity
4. Xerox copy of Permit validity
5. Xerox copy of Insurance validity
6. Bank draft amounting to Rs.100/- for each vehicle addressed to the CDO-cum-EO, ZP, Mayurbhanj for cost of tender paper.
7. Bank draft amounting to Rs.5000/- addressed to the CDO-cum-EO, ZP, Mayurbhanj towards security deposit.
8. PAN Card of the Owner/ Firm.