

OFFICE OF THE PANCHAYAT SAMITI, KARANJIA

No.2849 / . Dt.30.11.2021

QUOTATION CALL NOTICE FOR HIRING OF PRIVATE VEHICLES

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing **1(ONE) no of Bolero/ TUV 300 (should be new Model (BS-VI) keeping in view the convenience & pollution)** including driver which shall conform to the Terms and Conditions (Annexure-II) for use in Rural Housing Section in the Office of the Panchayat Samiti, Karanjia 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 plying 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 well behaved, gentle and obedient in nature.
- 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 **Block Development Officer, Karanjia** 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 Service Tax and fuel & Lubricants). The Service Tax, fuel and lubricants would be reimbursed separately over & above the hire charges.
- 6) The vehicle must achieve fuel efficiency of **12(Twelve) 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 be deposited in the Office of the **Panchayat Samiti, Karanjia** on or before **dated 10.12.2021** by **02.00PM** and shall be opened on the same day i.e. **dated 10.12.2021** at **03.00PM** in the office of the **Panchayat Samiti, Karanjia** in the presence of the bidders or their authorized representatives.
- 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 Panchayat Samiti, Karanjia or downloaded from Mayurbhanj Website **www.mayurbhanj@nic.in** from dated **02.12.2021** to **10.12.2021 up to 01.00 PM**. The applicant shall furnish a Demand Draft for an amount of **Rs.100/-(Rupees One Hundred) only** drawn in favour of the Panchayat Samiti, Karanjia towards the cost of application along with the application form downloaded from website.
- 10) The undersigned reserves the right to reject/accept any or all Tenders without assigning any reason thereof.


Block Development Officer,
Karanjia

Memo No.2850 / Dt.30.11.2021

Copy to Notice Board of Panchayat Samiti, Karanjia for information and wide publication.

Copy to Notice Board of DRDA Mayurbhanj / Sub-Collector Panchpir, Karanjia/Tahasildar, Karanjia / Executive Officer, Karanjia NAC/CDPO Karanjia for information and wide publication. They are requested that the quotation notice may kindly be displayed in their respective Notice Board.


Block Development Officer,
Karanjia

ANNEXURE-II

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 pollution 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.
5. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles shall report for duty for minimum of 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charge and reimbursements towards cost of diesel (as per actual) and lubricants (as per Government Norms) 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.
9. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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.
12. The hired vehicle cannot be used for any private/ commercial purpose beyond office hours or during holidays.
13. The hiring may be discontinued immediately, when the vehicles are no longer required for offices.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


Block Development Officer,
Karanjia


DR - RW


30.11.21

ANNEXURE-III
GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicles:-
- 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) D.L. No. & Validity of the Driver:-
- 12) Proposed hire charge of the vehicle per month excluding fuel cost and service Tax:- Rs.....(Rupees.....)only
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service Provider (Tenderer/Quotationer):-
Mobile No..... Telephone No.....

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

Seal & Signature of the
Quotationers / Tenderer

CHECK LIST FOR SUBMISSION OF DOCUMENTS

1. Filled in Annexure-III
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. Xerox copy of DL No & validity of the Driver
7. Bank draft amounting to Rs.100/- addressed to the Block Development Officer, Karanjia for cost of tender paper
8. Bank draft amounting to Rs.5000/- addressed to the Block Development Officer, Karanjia towards security deposit.