

## OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER, KHUNTA

### Quotation Call Notice

Notice No. 518.....//Date 05.10.2023//

Sealed Quotation are invited from interested reputed Travel agencies /Tour operators or private individual for providing one nos. of Non-Ac/AC Diesel driven vehicle having sitting capacity not more than Ten including driver. Which shall conform to the Terms and conditions (Annexure-II) for **hiring of vehicle for ICDS Project Khunta/Cell under m.v unit (General) scheme**. There is a provision of budget for one year under the said scheme @**20,833/-** per month including fuels with vehicle charges.

The authority reserves the right to cancel the Quotation without assigning any reason thereof.

### Term & Condition

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 and Fitness Certificate valid Contract Carriage Permit, Proof of up to date tax Payment etc. which are mandatory for playing 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. 6000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of Child Development Project Officer khunta and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to the unsuccessful bidders.
5. The monthly rate of hire charge be quoted separately in general bid information (Excluding fuel and lubricants)
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 License No. and period of validity should be specifically provide in the general bid information to be furnished with their tender (Annexure-III).
8. The Quotation Completed in all respect should reach the undersigned on or before dt. 20.10.2023 by 5.00 PM and shall be opened on dt. 25.10.2023 at 11.00 AM in presence of the bidders/ their authorized representative.
9. The application form of quotation containing General Bid Information & Terms and conditions for Hiring Vehicle etc. will be available with ICDS Project Khunta on payment of Rs. 100/- (Rupees One Hundred) only towards the cost of application form along with the Tender paper from dt. 6.10.2023 to dt. 20.10.2023 or can be downloaded from District web site www.mayurbhanj.nic.in from dt. 6.10.2023 to dt. 20.10.2023. In case the application form is


downloaded from web site, the applicant shall furnish a demand draft of Rs.100/- (Rupees one hundred only) towards the post of application form along with the Tender paper.

10. The CDPO reserves the right to cancel the quotation without assigning any reason thereof.

  
Child Development Project Officer  
Khunta

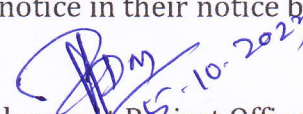
Memo No. 519 Date. 05/10/2023

Copy submitted to the Sub-Collector, Kaptipada, Udala for favour of kind information and wide publicity.

  
Child Development Project Officer  
Khunta

Memo No. 520 Date. 05/10/2023

Copy submitted to the Tahasildar, Khunta/Block Development Officer, Khunta all CDPOs Udala, sub-Division for favour of kind information and required to publish the notice in their notice board.

  
Child Development Project Officer  
Khunta

Memo No. 521 Date. 05/10/2023

Copy submitted to the Collector & District Magistrate, Mayurbhanj/District Social Welfare Officer, Mayurbhanj for favour of kind information and necessary action.

  
Child Development Project Officer  
Khunta

Memo No. 522 Date. 05/10/2023

Copy submitted to the DIO, NIC, Baripada for favour of kind information and requested to upload the notice in the official website of the district of wide circulation.

  
Child Development Project Officer  
Khunta

**TERM & 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 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 vehicles shall not be responsible for 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.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel 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 provider a good driver and the salary of the driver shall be borne by the 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 vehicle shall report for duty for minimum of 25days 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 charges and reimbursements towards cost of diesel (as per actually 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.
9. 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.
10. If the service is found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. If 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. If the bidder violates any of the terms of contract. Government shall forfeit the entire amount of security deposit.

  
Signature

Of Quotation/Tender Calling Authority

Child Development Office  
Khunta

**BIODATA OF THE BIDDER**

1. Name & Address of Firm/Party:
2. Whether it is proprietorship or partnership
3. Full Name of proprietor or partners

Attested copy of partnership deed

Should invariably be attached along with authorisations)

4. Permanent Account No.(Income Tax)
5. Sale tax Registration No.
6. Reference number of Tender Officer

**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. D.L. No. & Validity of the DL of the Driver:-
12. Proposed hire charge of the vehicle per month excluding fuel cost:
13. Rate of fuel consumption/Mileage per litre :-
14. Contact Number of the Service provider(Tenderer/Quotationer)  
Mobile No.....

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

Seal & Signature of the  
Quotationer/ Tenderer

**Annexure-IV**  
**DECLARATION REGARDING BLACKLISTING / DEBARRING FORM**  
**TAKING PART IN GOVT. TENDER BY GOVT. DEPTT**

(To be executed before public Notary/Executive Magistrate on stamp paper by the bidder)

I/We proprietor/partner(s)/Director(s) of M/S .....hereby  
declare that the firm /company namely M/S..... has not been  
blacklisted or debarred in the past by any Government organisation from taking part in Government tenders.  
Or

I/We proprietor/partner(s)/Director(s) of M/S .....hereby  
declare that the firm /company namely M/S..... was  
blacklisted or debarred by any Government organisation from taking part in Government tenders for a period of  
.....years w.e.f..... The period is over on.....and now the firm company is  
entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender /contract will be  
rejected/cancelled by the CDPO, khunta and EMD/SD shall be forfeited.

In addition to the above O/o CDPO, khunta will not be responsible to pay the bills for any  
completed/partially work.

Signature.....

Name.....

Capacity in which signed.....

Name & address of the firm.....

**Annexure-V**  
**Letter for Authorisation for Attending BID Opening**

To  
The Child Development Project Officer, Khunta  
Khunta

Sub: Authorisation for attending BID opening on dated in the tender of

\_\_\_\_\_  
Following Person is authorised to attend the bid opening for the tender mentioned above on behalf of  
\_\_\_\_\_  
(Bidder).

Name of the Representative \_\_\_\_\_

Specimen Signature

1. \_\_\_\_\_

2. \_\_\_\_\_

Signature of the Bidder

Maximum one Representative will be permitted to attend the Bid Opening. Permission for entry to the venue of bid opening may be refused in case of authorisation as prescribed above is not received.

**SECTION-III**  
**CHECK LIST FOR BIDDERS**

Sl No.	Documents	Yes/No/(N/A)
1	Cost for Tender documents ..... Mr No. _____ Dt. _____	
2	EMD DD No..... Amount..... Date _____	
3	Weather al the pages are seal and signed?	
4	Weather bidder's profile is filled up?	
5	Weather attested copy of Registration firm attached or not ?	
6	Attested copy of partnership deed or Memorandum of association / articles as applicable.	
7	Documents of ownership of vehicle	
8	Self attested copy of Registration of the vehicle	
9	Self attested copy of Insurance certificate of the vehicle	
10	Self attested copy of document of validity of fitness and permit of the vehicle	
11	Copy of driving licence of driver duly attested by the Bidder	
12	Attested copy of latest Income tax return	
13	Self attested copy of PAN card	
14	Self attested copy of service Tax certificate if applicable	
15	(Annexure-II) Bio data of Bidder	
16	(Annexure-V) Letter of Authorization for attending training Process, In original if applicable	
17	(Annexure-IV) declaration of stamp paper about blacklist or Non blacklist	
18	(Annexure-I) Term & conditions for hiring of vehicles	
19	Bid application form (Annexure-VI)	
20	General Information hiring of vehicle (Annexure-III)	



**Annexure-VI**  
**BID APPLICATION FORM**

Tender No. \_\_\_\_\_ Dt. \_\_\_\_\_

To  
The Child Development Project Officer, Khunta

Madam,

1. Having read the conditions of contract and services to be provided the receipt of which is hereby duly acknowledged. I/We, understand, and offer to provide commercial vehicle in conformity with the condition of contract for the sum show in the price schedule attached herewith and made part of this Bid.
2. I/We undertake, to enter into agreement within one week of being called upon to do so and bear all expenses including charges for stamp etc. and agreement will be binding on us.
3. If my/our bid is accepted, I/We agree to our EMD being converted as performance guarantee/performance security for the due performance of the contract.
4. I/We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening and it shall remain binding upon me/us and may be accepted at any time before the expiration of that period.
5. Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.
6. Bid submitted by me/us is properly sealed and prepared so as to prevent any subsequent replacement.

Dated this.....Day of .....2023

Signature of the authorized person

Name.....

Address.....

Stamp.....