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PANCHAYAT SAMITI OFFICE, BARIPADA

At- Palbani, PO-Baripada, Dist-Mayurbhanj, Pin-757001

QUOTATION/TENDER CALL NOTICE FOR HIRING OF ONE PRIVATE VEHICLE

No. 2074 /Date. 31/11/23 //

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01(One) number of AC **Bolero (Neo Model)/Bolero /TUV 300/ERTIGA** driven vehicle having sitting capacity not more than seven including driver which shall confirm to the Terms and conditions (**Annexure-A**) for Official use in Office of the Block Development Officer, Baripada, Mayurbhanj for supervision of Rural Housing works on monthly rent basis. However, the undersigned reserves the right to reject all or any of the quotation without assigning any reason thereof.

- 1) The Service provider shall have a valid GST registration to participate in the tendering.
- 2) 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, pollution certificate, valid Contract Carriage Permit, proof of up-to date tax payment etc. which are mandatory for plying of vehicle.
- 3) 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.**
- 4) The Driver should be well behaved, gentle and obedient in nature.
- 5) A sum of Rs.10,000/- (**Rupees Ten thousand**) only for each vehicle shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Block Development officer, Baripada, Mayurbhanj and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charges be quoted separately in the general bid information (excluding Taxes and fuel & lubricants). The Tax, fuel and lubricants would be reimbursed separately over & above the hire charges.
- 7) The Vehicle must achieve a fuel efficiency of minimum average mileage **10 (Ten) Kms per liter.**

- 8) The details of the make and year of manufacture of the vehicle, registration No. mileage (Kms covered per liter) 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-B) and the self attested copies of the said documents should be enclosed along with the bid document.**
- 9) The Quotation completed in all respect should reach the undersigned via speed post/registered post or the same may be deposited in the drop box available in the Office of the Block Development Officer, Baripada, Mayurbhanj on or before dated **21.11.2023 by 3.00 P.M.** The office shall not be held responsible for any postal delay and the bids shall be opened on the same day i.e. on **21.11.2023 At 4.00 PM** in the office of the Block Development Officer, Baripada Mayurbhanj in the presence of the bidders or their authorized representatives.
- 10) The application form of quotation/tender containing General Bid Information & Terms and Conditions for hiring of Vehicles etc. can be downloaded from Mayurbhanj district website **mayurbhanj.nic.in** from dated **04.11.2023 to 21.11.2023 by 3.00pm** The applicant shall furnish a Demand Draft for an amount of **Rs. 1000/- (Rupees One thousand) only** drawn in favour of the Block Development officer, Baripada Mayurbhanj towards the cost of application (non-refundable) along with the application form downloaded from the website.
- 11) The authority reserves the right to reject all or any of the quotation without assigning any reason thereof.

Block Development Officer,
Baripada

Memo No . 2075 /Dt. 21/11/23

Copy to the C.D.O-cum- Zilla Parishad, Mayurbhanj / PA ITDA, Baripada, Mayurbhanj/ Sub-Collector, Baripada / Tahasildar, Baripada /C.D.P.O. Baripada / Executive Officer, Baripada Municipality/ DI & PRO, Mayurbhanj, Baripada for information. They are requested that the quotation notice may be displayed in their respective Notice Board for wide publication.

Block Development Officer,
Baripada

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, Pollution certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. and D.L. of the Driver available all the times.
2. This 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.
3. The hire charges to be paid for monthly basis is final but does not include cost of diesel & lubricants. 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.
4. 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 GST on hire charges) would be borne by the Service Provider/Owner.
5. In case of break down for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement and may engage vehicle from other sources without prior notice.
7. The vehicle 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. No extra payment shall be demanded.
9. Monthly hire charge and reimbursements towards cost of fuel (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.
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 authority 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, the entire amount of security deposit shall be forfeited.

Block Development Officer,
Baripada



ANNEXURE-B**GENERAL INFORMATION HIRING VEHICLE**

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

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

**Seal & Signature of the
Quotationers/ Tenderr**