

Office of the Project Director Watersheds Cum-District Nodal Officer, GLIU, Baripada  
FAO-GEF assisted Green-Ag Project, Odisha.

Mail. id- gliu.gap.od@gmail.com

Letter No.: 1039. Date: 24/06/2024

### TENDER CALL NOTICE

Sealed Tenders are invited from the reputed travel agencies/Tour operators/Individual firms having valid GST registration number for providing AC diesel/petrol driven vehicles of different categories on daily basis. Tenders will be received in office hours through **Speed Post/Regd Post** only. The sealed tenders should reach to the **O/of The Project Director Watersheds-cum District Nodal Officer Green Ag, Odisha, house no.399/1985 Mouza, Khetrapatna, Murgabadi, Baripada, Mayurbhanj-757002 on or before 30.06.2024 by 4.00 PM**. All the sealed quotations/tenders including Technical bid and Financial bid should be opened in presence of the bidders or their authorized Representatives and selection Committee constituted by the Project Director, Watersheds on dt.01.07.2024 at 11.00AM in the office chamber of the Project Director Watersheds, Mayubhanj, Baripada.

### TERMS & CONDITIONS

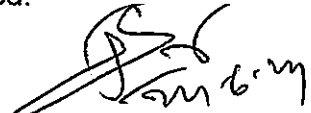
#### PROVIDING OF DIFFERENT VEHICLES ON DAILY RENT BASIS

- 1) The firm must be registered under GST Act.
- 2) The bidders shall furnish **Security Money of Rs.10,000/- (Rupees Ten Thousand)** in shape of Demand Draft/TDR on any nationalized bank pledged in favour of **The Project Director Watersheds Baripada, FAO-GEF assisted Green Agriculture payable Baripada** along with tender paper. Non payment of **Security Money** will make the bidders liable for disqualifications. **Security Money** will be returned to unsuccessful bidders.
- 3) The quoted amount must be excluding GST.
- 4) In the event of break-down, servicing & repairs of the assigned vehicle the service provider at his own cost shall make alternate arrangement by providing similar or higher class of vehicle(s) for which agreement is entered into. Failure to do so will evoke penalty or possible termination of contract
- 5) The contract of the successful bidder may be extendable, up-to two years subject to satisfactory performance review by the undersigned at the end of 1<sup>st</sup> year of contract.
- 6) No conditional tender will be accepted by the authority from the tenderers.
- 7) The Agency shall not be allowed sub-let the contract
- 8) The Agency shall only provide vehicles which shall have the comprehensive insurance coverage.
- 9) The toll gate charge, parking charge, if any during the travel shall initially be borne by the agency and are to be paid by the driver at the point of charging. The charges incurred during each month will be reimbursed as per the actual amount paid on production the original receipts along with the monthly bill
- 10) The details terms and conditions, quotation call notice for vehicles can be downloaded from website [www.mayurbhanj.odisha.gov.in](http://www.mayurbhanj.odisha.gov.in).
- 11) No advance payment will be made to the party.
- 12) Original documents are to be produced for verification by the members of the committee.
- 13) If any information / document furnished by the tenderers with the tender papers as asked for are found to be misleading or incorrect at any stage their tenders will be rejected without assigning reasons thereof.
- 14) The tenders received beyond the scheduled date and time will not be entertained / considered at any cost.
- 15) The Project Director Watershed Green Ag Mayurbhanj is not bound to accept the lowest rates and reserves the full right to accept in full or part or reject any or all the tenders without assigning any reason thereof.
- 16) In case of any legal dispute, it will be adjudicated within the jurisdiction of Baripada court only.
- 17) Details of information are to be submitted following **Two Bids i.e. Technical Bid (Tenderer's Profile with all relevant documents including security money) & Financial Bid**. The technical bid and the financial bid should be sealed by the bidder in separate envelope duly superscribed and both these sealed envelope are to be put in a bigger envelope which should

also be sealed and all 3 envelopes are duly superscribed as **"PROVIDING OF DIFFERENT VEHICLES ON DAILY RENT BASIS"**


- 18) The vehicle should have commercial license. The vehicle to be provided should not be more than three years old from the date of the Service request. During replacement of the vehicle or driver, as the case may be, the pass/id card issued, if any, shall be surrendered
- 19) The Agency will deploy the vehicle, which is well maintained, cleaned thoroughly both internally and externally. Vehicle shall be equipped with medical kit. The vehicle should have a mobile charger and ambient freshner. No payment shall be made to the driver for his fooding expenses
- 20) The agency is required to provide the vehicle with good quality clean seat covers and Turkish towels. Salary of the driver shall be borne by the agency.
- 21) The hired vehicles, during the period of contract, shall have all necessary valid MV documents such as valid Registration Certificates, Insurance Certificates, Fitness Certificates, valid Contract Carriage Permits, proofs of up to date tax payments, D.L.s of the Drivers etc. available all the times. Project Director Watersheds Green Ag Baripada shall not be responsible for any damage/loss caused to the hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicles in any manner whatsoever. The service provider shall be responsible for all such litigations.
- 22) The agency shall obtain vehicle fitness certificates, vehicle registration, comprehensive insurance, payment of road tax from competent authority, etc. The Drivers shall always carry all necessary documents like Registration papers, Insurance papers, Pollution under Control (PUC) clearances, RTO tax payment papers, valid driving licenses and all other documents that should accompany the vehicles as per rules & regulations of applicable laws.
- 23) All the expenditures of the vehicle towards repair, maintenance, replacement of spare parts, Gear Box & differential coolant, Tyres & Tubes, Battery etc. and payment of insurance/Road tax etc. required for operation of vehicle in the state will be borne by the Agency
- 24) During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the Agency's risk. Also, alternate vehicle of similar or higher category will be provided by Agency without any extra charges.
- 25) The police/ court case (Legal disputes) in respect to the vehicle during of the period of engagement will be at the risk & cost of the agency.
- 26) In case, the condition of vehicle is found unsatisfactory, it shall be returned for immediate replacement. In case no replacement is provided in time, the authority shall have the right to hire a vehicle from the market and additional cost incurred by the authority shall be deducted from the monthly payment due to the agency. Repeated failure to provide vehicles as and when required by the society will make the agency liable for **Blacklisting**.
- 27) The technical bid and the financial bid shall be opened on the scheduled date and time in the Project Director Watersheds, Mayurbhanj Baripada in presence of the tenderers or their any authorized representative.
- 28) The bidders qualified in the technical bids shall be eligible for the financial bid.
- 29) Payment shall be made on monthly basis after submission of bill & other papers.
- 30) PD watersheds Green Ag Mayurbhanj shall make the payment towards hiring charges and fuel charges of the vehicle at the end of every month by crediting into the bank account of the Agency through NEFT/RTGS within 15 days from the date of receipt of bills completed in all respect.
- 31) The payment shall be made subject to any deductions such as penalties, statutory deduction i.e IT TDS, GST TDS.
- 32) All distances shall be calculated from the reporting point. No payment shall be made for journey from garage to reporting point.
- 33) The firm / organization should not be blacklisted by any Government organization. If found later on, the action deemed to fit will be initiated against the firm as per the law.
- 34) **The tenderes should submit photo copy of the work orders / contract agreement at least 1 No. of different Government offices as documentary evidence for the last 3 Years.**
- 35) The annual transaction / turnover of the tenderers having not less than 5 Lakhs per annum can participate in the tender. Photo copy of the documentary evidence should be attached with the technical bid.
- 36) If the services are found to be unsatisfactory, the authority shall give one month notice & terminate the agreement & Vice Versa.

37) All pages of tender paper should be signed and stamped.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada.

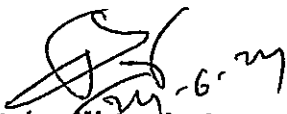
Memo No. 1040 Dt. 24/06/2024

Copy to the office notice board for information and necessary action.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada.

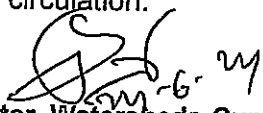
Memo No. 1041 Dt. 24/06/2024

Copy Submitted to the STC, SPMU Green-Ag Bhubaneswar for kind information.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada.


Memo No. 1042 Dt. 24/06/2024

Copy submitted to the DeGM Mayurbhanj for information with a request to publish the corrigendum notice in the District Portal for wide circulation.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada

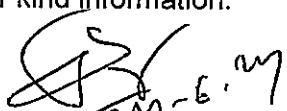
Memo No. 1043 Dt. 24/06/2024

Copy submitted to the Director, Soil Conservation & WD-cum-State Nodal Officer, Green Ag Project, Bhubaneswar for kind information.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada

Memo No. 1044 Dt. 24/06/2024

Copy submitted to the Director, IMAGE Bhubaneswar for kind information.

  
Project Director, Watersheds-Cum-  
Dist. Nodal Officer, FAO-GEF assisted  
Green -Ag. Project, Mayurbhanj, Baripada

**Part I -Technical Bid-Cover A**

(The documents have to be arranged serially as per the order mention Below)

1	Name of the Organization	
2	Address of the organization with Moblie no.	
3	Email id of the Organization	
4	Name of authorized signatory	
5	Specimen signature of the authorized signatory	
6	Mobile number of authorized signatory	
8	Instrument No. and date of the security money ofRs.10,000/- Submitted by the organization	(In shape of Demand Draft/TDR)
9	GST Registration	(Attach self-attested copy of GST Registration Certificate)
10	PAN	(Attach self-attested copy of PAN Card)
11	Annual Turnover for last 3FinancialYearsi.e.2020-21,2021-22,2022-23.	(Attach self-attested copies of Audited Profit & Loss Accounts and Balance Sheets of the last three financial years 2020-21,2021-22,2022-23)
12	Proof of provision of vehicles to <b>at least 1 (one) Govt./ Semi-Govt. Organizations / PSUs / Banks etc.</b> during the last three financial years i.e. 2020-21,2021-22,2022-23	(Attach self-attested copies of Work Orders received from Government / Semi-Government / PSUs/ Banks etc. (At least three different organizations) during last three Financial Years i.e. 2020-21,2021-22,2022-23)
13	<b>Undertaking</b> to provide good conditioned vehicles( <b>not more than 3 years old BS IV/VI compliance vehicle</b> ) along with all necessary documents required under Traffic rule.	Attach the <b>undertaking</b> with signature & seal of the Organization
14	<b>Undertaking</b> that the <b>vehicle to be provided</b> will not belong to any <b>employee of PD WatershedsGreenAg,Mayurbhanj, Baripada</b>	Attach the <b>undertaking</b> with signature & seal of the organization
15	<b>Undertaking</b> that the firm <b>has not been debarred/ blacklisted by any Govt. Organization / Semi Government Organization / PSUs</b>	Attach the Undertaking non judicial stamp paper of Rs.20/- (Original Copy)with signature & seal of the organization

**DECLARATION:**

I/ we hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me/ us and that the information furnished above are full and correct to the best of my/ our knowledge. I/ we understand that in case of any deviation/ false information in the above statement at any stage, our Firm/ Agency will be blacklisted/ debarred and will not have any dealing with your organization in future.

Place:

Date:

(Signature&Seal)

**Part II-Financial Bid-Cover B**

**Daily basis Rate (exclusive of GST)**

Sl. No.	Type of Vehicle	Local Tour(Within200 KM per day)		Long Tour(Above200KMperday)	
		Daily hiring charges	KM/Litre	Rate per KM (Rs.)	Rate for Night Halt (Rs.)
a	b	c	d	e	f
1	Swift Dzire AC Diesel/petrol				
2.	Innova AC Diesel/petrol				
3	Scorpio AC Diesel/petrol				
4	Bolero(AC)/ Ertica (AC) Diesel/petrol				
5	Tata Ace/Pickup Diesel/petrol				

*Signature of the bidder with office seal*