

**OFFICE OF THE ICDS, KULIANA(CHANDUA): MAYURBHANJ**

AT/PO- KULIANA(CHANDUA), MAYURBHANJ, ODISHA- 757014

No. 342 / Dt. 15 . 04.2025 //

**Quotation Call Notice**

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators/private individuals for providing of 1(One) no. of AC petrol/Diesel driven Bolero/TUV 300/Sumo Gold or equivalent vehicle, which shall conform to the Terms and conditions (Annexure-A) vide Office Memorandum No. 22924/F Dt.14.08.2023 of Finance Dept. Govt. of Odisha for official use in ICDS Office, Kuliana on monthly rent basis.

Conditions:-

- 1)The service provider shall have a valid OGST 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. mandatory for plying of vehicle.
- 3)The vehicle is to be hired initially for a period of 1(one) year. The contract will be extended subject to satisfaction of the CDPO.
- 4)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.
- 5)The Driver should be well behaved, gentle and obedient in nature.
- 6)A sum of Rs. 5000/- (Rupees Five thousand) only shall be deposited by the intending quotationer in shape of Account Payee Bank Draft drawn in favour of the "CDPO, Kuliana" payable at PNB, Chandua and submitted along with the quotation as security deposit. After completion of the quotation process, the amount will be refunded to unsuccessful bidders.
- 7)The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
- 8)The vehicle must achieve a fuel efficiency of **10 Kms per litre**. The maximum hiring charges of vehicle is **Rs. 31,000/-** per month.
- 9)The details of the make and year manufacture of the vehicle, registration number, mileage (KM covered per litre) and name of the Driver, Driving License Number and period of validity should be specifically provided in the general quotation information to be furnished with the quotation/tender (Annexure-B).
- 10) The envelope carrying the quotation completed in all respect must be superscribed in capital letter" **QUOTATION OR HIRING OF VEHICLE FOR O/o THE CDPO, KULIANA, MAYURBHANJ**" should reach the undersigned on or before 24.04.2025 by 1.00PM through Registered Post, Speed Post or drop in the quotation call box only. The quotation will be opened on 25.04.2025 at 9.00AM in the chamber of undersign in presence of the member of the committee and quotationers or their authorized representatives. The quotationers/their authorized representatives shall produce original documents during opening of the quotation process in connection with the xerox copies which are attached with the quotation application. The application received beyond the stipulated date and time will not be been entertained. **No tender paper shall be accepted by hand. The quotationer who quoted lowest rate will place order for agreement, if fulfil all terms and conditions failing which 2nd lowest quotationer will give preference.**
- 11)The model Service Provider Agreement is attached at Annexure-A.

12) The application form of quotation containing General quotation Information & terms and conditions for Hiring of vehicle etc. will be available in the Office of the CDPO, KULIANA on payment of Rs.100/-(Rupees One hundred) only during Office hour or can be downloaded from the Odisha Govt. Website [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in) from 15.04.2025 to 24.04.2025. In case the application form is downloaded from Govt. Website, the applicant shall furnish a Demand Draft for an amount of Rs.100/-(Rupees One hundred) only towards the cost of application (non-refundable) along with the application.

13) The Authority reserves the right to reject any or all quotations without assigning any reason thereof.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)

Memo. No. 343 /Dt. 15.04.2025 //

Copy submitted to the DeGM, Mayurbhanj, OSWAN Building District Oswan Cell, Mayurbhanj for favour of kind information & necessary action with a request to make available the advertisement in Mayurbhanj District Website for wide publication of the notice from Dt. 15.04.2025 to 24.04.2025.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)

Memo. No. 344 /Dt. 15. 04.2025 //

Copy submitted to the Sub-Collector, Baripada/ DSWO, Mayurbhanj for favour of kind information & necessary action.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)

Memo. No. 345 /Dt. 15.04.2025//

Copy forwarded to BDO, Kuliana/ Tahasildar, Kuliana/ Medical Officer, Kuliana CHC, for kind information & necessary action. They are requested to affix the quotation call notice in their Notice Board/ Conspicuous places for information and wide publication.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)

Memo No. 346 / Date. 15. 04.2025 //

Copy to ICDS, Kuliana Office notice board.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)

## TERMS AND CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful quotationer for providing a vehicle on hire on monthly rent basis of **Rs.31,000/-** (Rupees Thirty-One Thousand Only)maximum.

- 1)The hired vehicles, during period of contract, shall have all necessary valid MV documents such as Valid Registration Certificate, Insurance Certificate, Pollution 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.
- 2)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 whatever. The hirer (vehicle owner) shall be responsible for all such litigation.
- 3)The hire charges to be paid for monthly basis is final but does not include cost of fuel, 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 and differential Coolant, Tyres and Tubes, Battery etc. will be borne by the bidder (vehicle owner).
- 4)It shall be responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
- 5)In case of breakdown for reasons what so ever 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 without prior notice. The Vehicle 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. No extra payment shall be demanded.
- 8)Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt, norms) of selected bidder will be paid on submission of bills by the service provider subject to available of allotment.
- 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 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 three months' 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.

13) The Service Providers will ensure that the vehicle is kept under optimum running condition and avoid accidents attributable to lack of maintenance upkeep. **The hired vehicles cannot be used for any private/commercial purpose beyond office hours or during holidays.**

14) The vehicle should be fitted with VLTD device as per letter No. -LX-67/2022/13461/TC dt. 05.09.2023 of Transport Commissioner, Odisha.

G. Sahu  
15-04-2025  
Child Development Project Officer,  
Kuliana (Chandua)  
Child Development Project Officer,  
Kuliana (Chandua)

General Information

Sl No.	Particulars	
<u>1</u>	Name of the service providers	
<u>2</u>	Complete Address	
<u>3</u>	OGST Number	
<u>4</u>	PAN Number	
<u>5</u>	Bank Account No. and IFSC code	
<u>6</u>	Registration No of vehicles	
<u>7</u>	Year of Manufacture	
<u>8</u>	Make & Model	
<u>9</u>	Date of Registration	
<u>10</u>	Name & complete address of the owner of the vehicles	
<u>11</u>	Fitness Certificate Validity details	
<u>12</u>	Pollution Certificate Validity details	
<u>13</u>	Permit Validity	
<u>14</u>	Insurance Validity	
<u>15</u>	Name & Address of the driver	
<u>16</u>	DL No & Validity of the DL of the driver	
<u>17</u>	EMD Rs.5000/-(Rupees Five Thousand)	
<u>18</u>	Proposed hire charge of the vehicle per month excluding fuel cost	
<u>19*</u>	Proposed hire charges of the vehicle per month excluding fuel cost (including all types of Taxes and GST)	
<u>20</u>	Contact Number of the Service provider(Tender/Quotationer)	
<u>21</u>	Contact number of the driver	

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

Seal & Signature  
of Tenderer