

OFFICE OF THE ASSISTANT AUDITOR GENERAL OF COOPERATIVE SOCIETIES,
BERHAMPUR AUDIT CIRCLE, BERHAMPUR, GANJAM
Phone: 0680-2224040, Email-asst.agcs.berhampur@gmail.com

Notice No. 1347
V-VI-Vehicle-03/2022

Date. 03-07-2023

Quotation/ Tender Call Notice for Hire of Vehicle

Sealed quotations/ Tenders are invited from interested reputed Travel agencies/ Tour operators or Private individuals for providing 01 (One) no. of Tiago/ Bolt/ Celerio Petrol driven Vehicles having seating capacity not more than four including driver/ vehicles of similar model and segment, having the same mileage and hiring charges, which shall confirm to the Terms and Conditions (Annexure-II) for official use in office of the Assistant Auditor General of Cooperative Societies, Berhampur Audit Circle, Berhampur on monthly rent basis.

- 1) The Vehicle must be in Road Worthy condition shall not be more than 03 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. 5,000/- shall be deposited by the intending bidder in shape of Account Payee Bank Draft drawn in favour of "the Assistant Auditor General of Cooperative Societies, Berhampur Audit Circle, Berhampur" payable at SBI Main Branch (Code No. – 0033) and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The vehicle must achieve the fuel efficiency of 17 K.Ms per litre.
- 7) The details of the make and date of manufacture of vehicle, Registration No, Mileage (K.Ms covered per litre) and name of the 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-III).
- 8) The Quotation completed in all respect should reach the undersigned on or before **02.08.2023** by **02.00 PM** and shall be opened on the same day at **03.00 PM** in presence of the bidders or their authorized representatives.
- 9) The application form of Quotation/ Tender containing General Bid information and Terms and Conditions for Hiring of Vehicles etc. will be available with the office of the Assistant Auditor General of Cooperative Societies, Berhampur Audit Circle, Berhampur on payment of Rs. 100/- from **04.07.2023** to **01.08.2023** on all working days from **10.00 AM** to **5.00 PM.**


03/07/2023.
Asst. Auditor General,
Coop. Societies, Berhampur

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Memo No. 1348

Date. 03-07-2023

Copy along with soft copy of the Quotation call notice submitted to the D.I.O, N.I.C, Ganjam with a request to hoist Quotation call notice in District Website of Ganjam for wide publicity.


Asst. Auditor General,
Coop. Societies, Berhampur ✓

Memo No. 1349

Date. 03-07-2023

Copy submitted to the Collector, Ganjam, Chatrapur/ Project Director, D.R.D.A, Ganjam, Chatrapur/ RTO, Ganjam, Chatrapur/ Sub- Collector, Berhampur/ Tahasildar, Berhampur/ DRCS, Berhampur/ ARCS, Berhampur/ Chatrapur/ Aska/ Paralakhemundi/ AAGCS, Aska for favour of information with a request to display the notice in their office Notice Board for wide publicity.


Asst. Auditor General,
Coop. Societies, Berhampur ✓

Memo No. 1350

Date. 03-07-2023

Copy submitted to the Auditor General of Cooperative Societies, Odisha, Bhubaneswar with reference to the Letter No. 6519 dtd 21.10.2022 of the DCA (O), Bhubaneswar for favour of kind information and necessary action.


Asst. Auditor General,
Coop. Societies, Berhampur ✓

Copy to Notice Board

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 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 Driving License 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 any manner whatsoever. The owner of the vehicle shall be responsible for all such litigations.
- 2) The hire charges to be paid for monthly basis is final but does include cost of petrol, which is to be paid separately basing on actual consumption and lubricants as per existing Govt. norms. All the expenditure of vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box and different coolant, Tyres and 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.
- 4) In case 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.
- 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 charges and reimbursements towards cost of petrol (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as possible as within 15 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 03 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, is 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, Govt. shall forfeit the entire amount of security deposit.


03/09/23
Asst. Auditor General,
Coop. Societies, Berhampur

General information for Hiring Vehicles

01	Registration No. of Vehicle	
02	Type of Vehicle (AC/ Non - AC)	
03	Year of manufacture	
04	Model	
05	Date of Registration	
06	Name & complete address of the owner of vehicle	
07	Fitness Certificate validity	
08	Permit validity	
09	Insurance validity	
10	Name & address of the Deriver	
11	DL No. & validity of the DL of the Driver	
12	Proposed hire charges of the vehicle per month excluding fuel cost	
13	Rate of fuel consumption/ Mileage per litre	
14	Contact Number of the Service Provider (Tender/ Quotationer)	

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

Seal & Signature of the
Quotationer/ Ternderer