

OFFICE OF THE TAHASILDAR, GANJAM

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Tender Call Notice No.653..... / Dated07-03-2024.. /

Sealed Quotation /Tender are invited from intrested reputed Travel Agencies/Tour Operators or Private individuals having GST registration for providing one no. of Non A.C vehicle (TUV 300/ Bolero/Sumo Gold/ Ertiga) having sitting capacity not more then ten including driver . which shall conform to the terms and conditions (Annexure-II) for official use in Office of the Tahasildar , Ganjam District Ganjam on monthly rent basis . The undersigned reserves right to change the date or cancle the entire tender process at any time with out assigning any reason thereof.

1. The vehicle must be in Road Worthy condition , shall not be more then three years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carrige Permit, proof of up date tax payment etc. Which are mandatory for playing vehicle .
2. The driver of the vehicle must have a vaild Driving licence for Driving light transport passenger vehicle and should be suffiently experienced in driving transport passenger vehicle.
3. The driver should be well behaved ,gentel and obedient in nature.
4. A sum of RS. 5000/- shall be deposited by the intending bidder in shape of Account payee Bank Draft in favour of the Tahasildar, Ganjam and submit along with the tender as a security deposit . After completion of tender process , the amount will be refunded to unsuccessful bidder.
5. The monthly rate of hire charges be quotated separatly in the general bid information (excluding fuel and lubricants and GST). The maximum hire charge per month approved by the Government is Rs. 31,000/-only.
6. The vehicle must achieve a fuel efficiency of 10 Kms. Per litter.
7. The details of make and year of manufacture of the vehicle, registration No. mailage (Kms. Covered per litter) 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 be dropped in the sealed tender box kept in the Office Chamber of the undersigned on or before 27.03.2024 by 11.00 A.M and shall be opned on the same day at 11.30 A.M in presence of the bidder or their authorized representative in the Office Chamber of the Tahasildar,Ganjam.

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9. The application from of quotation /tender containing General bid information and term and conditions for hiring of vehicle etc. will be available in the Office of the Thasildar, Ganjam on payment of Rs.100/- (Rupees one hundred) only in shape of Demand Draft in favour of Tahasildar, Ganjan or can be down load from web site www.ganjam.nic.in w.e.f.11.03.2024 to 27.03.2024 during Office hour on working day only. In case the application Form down loaded from web site, the applicant shall have to furnish Demand Draft of Rs.100/- only towards cost of application form for Hiring of vehicle.

10. As per instruction given in Letter No. 30464/F. dt 06.09.2019 of Govt. of Odisha , Finance Department, priority will be given to **BS-IV compliant Petrol Vehicle** .

11. Payment of hire charges and cost of fuel will be made as per availability of funds in proper head.

1/1
06/03/24
Seal & Signature of Quotation

Tender Calling Authority with Desigantion

Memo No. 654 Date. 7.3.24

Copy along with copy of the enclosures forward to I &PR Department for information and necessary action. They are requested to publish this notice in two widely circulated Odia daily news paper for wide publication.

1/1
Seal & Signature of Quotation

Tender Calling Authority with Desigantion

Memo No. 655 Date. 7.3.24

Copy along with copy of the enclosures forward to NIC, Ganjam for information and necessary action. They are requested to publish this notice in web portal www.ganjam.nic.in for wide publication.

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Seal & Signature of Quotation

Tender Calling Authority with Desigantion

Memo No. 656 Date. 7.3.2024

Copy to BDO, Ganjam/ EO, NAC Ganjam for kind information. They are requested to display the notice in their notice board for wide publicity.

Copy submitted to ADM, Ganjam/Sub-Collector, Chatrapur for kind infoamtion and necessary action.

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06/03/24
Seal & Signature of Quotation

Tender Calling Authority with Desigantion

TERM & CONDITIONS FOR HIRING OF VEHICLE

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 vehicle, during period of contract, shall have all necessary valid MV document such as:- valid Registration Certificates, Insurance Certificate, Valid Contract Carriage Permit, Pollution Certificate proof of up-to-date tax payment etc. and D.L of the driver available all the times. The Department / Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicle or losses of life /injury made to any person or damage to any property on account use of hired vehicle and 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 toward repair, replacement of spare parts, Lubricating oil of engine, Gear Box & different Coolant, Tyres & 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 of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by owner of the vehicle / bidder.
5. In case of vehicle do not report regularly will be at liberty to reject the arrangement and may engage vehicle from other sources.
6. The vehicle shall report for duty for minimum of 30 days in a month.
7. In case of emergency, the driver will have to report for duty as per requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within 15 days of the submission of bills by the service provider and no advance payment will be made.
9. TDS 2% deduction is applicable as per income Tax Act.
10. The vehicle shall not be more than 03 year 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 client shall give one month notice and terminate the agreement.
12. In case the service provider intend to withdraw the service of his vehicle and terminate the arrangement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of arrangement.
13. If the bidder violates any of the terms of contract, Govt. shall forfeit the entire amount of security deposit.

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06/03/24
Tahsildar, Ganjam

APPLICATION FORM OF TENDER FOR HIRING VEHICLE

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 Vehicle :-

7. Fitness Certificate Validity:-
8. Permit Validity :-
9. Insurance Validity :-
10. Pollution Certificate Validity :-
11. GST Registration No.
12. GeM Registration No.
13. TAN No.
14. Name / Address of the Driver :-

15. Driving License no.& Validity of the D.L. of the driver :-
16. Proposed hire charges of the vehicle Per month excluding fule cost & GST:-
17. Rate of fule consumption ? Mileage per Liter :-
18. Contact No. of the Service Provider (Tenderer/ Quotationer)
Mobile _____ Telephone _____

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

Seal & Signature of
Quotationer / Tenderer