

DISTRICT PLANNING & MONITORING UNIT

(PLANNING WING)

GANJAM: CHATRAPUR

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Phone: 06811-263924 (Office / FAX)

No. 1363 /DPMU

Date: 06-07-2024

Quotation / Tender Call Notice

Sealed quotations / tenders are invited from interested reputed registered Travel Agencies / Tour Operators for providing one number of AC Petrol driven/ BS-IV Compliant Tiago/ Bolt/ Celerio (Petrol) etc. vehicle having sitting capacity not more than 4 excluding driver, which shall conform to the Terms and conditions for official use of District Planning & Monitoring Unit, Ganjam, Chatrapur on monthly rent basis.

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, Pollution Certificate, Fitness Certificate, Valid Contact Carriage Permit, Proof of up to date tax payment etc. which are mandatory for plying vehicle
3. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs.5,000/- shall be deposited by the intending bidders in shape of Account Payee Draft drawn in favour of the Deputy Director (Planning & Statistics), DPMU, Ganjam, Chatrapur 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 charge be quoted separately in general bid information (excluding fuel and lubricants)
7. The vehicle must achieve a fuel efficiency of 17 Km per liter.
8. The details of the make and year of manufacture of the vehicle, registration No., mileage (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.
9. The quotation completed in all respect reach the undersigned on or before Dt. 20.07.2024 by 12 Noon and shall be opened on the same day at 4 PM in presence of the bidders or their authorized representatives.
10. The period of the contract shall be initially for a period of 02 years which can be extended subject to satisfactory performance.
11. The application form of quotation / tender containing General Bid Information & terms and conditions for Hiring of Vehicle etc. will be available with DISTRICT PLANNING & MONITORING UNIT, GANJAM or can be downloaded from District web site www.ganjam.nic.in

Yours faithfully,


06/07/2024
Deputy Director (Planning & Statistics)
DPMU, Ganjam, Chatrapur.

Memo No. 1364 Dt. 06-07-2024

Copy with soft copy in PDF submitted to the District Informatics Officer, NIC, Ganjam, Chatrapur for information and necessary action. He is requested to webhost the Tender Call Notice along with Annexure-I, II & III in the district website for publication.


06/07/2024
Deputy Director (Planning & Statistics)
DPMU, Ganjam, Chatrapur.

contd... P/2

Memo No.....1365.....

Dt. 06-07-2024

Copy submitted to the Additional Secretary to Govt. P&C Department, Odisha, Bhubaneswar for favour of kind information & necessary action with reference Letter No.7541/P Dt.08.05.2024.

 06/07/2024
Deputy Director (Planning & Statistics)
~ DPMU, Ganjam, Chatrapur.

Memo No.....1366.....

Dt. 06-07-2024

Copy submitted to the DIPRO, Ganjam, Chatrapur for favour of information and necessary action. He is requested to display the Tender Call Notice on the Notice Board for wide publication.

 06/07/2024
Deputy Director (Planning & Statistics)
~ DPMU, Ganjam, Chatrapur.

Memo No.....1367.....

Dt. 06-07-2024

Copy submitted to the Steno to Collector, Ganjam / Steno to ADM, Ganjam, Chatrapur for favour of information and necessary action.

 06/07/2024
Deputy Director (Planning & Statistics)
~ DPMU, Ganjam, Chatrapur.

Memo No.....1368.....

Dt. 06-07-2024

Copy submitted to the Regional Transport Officer, Ganjam, Chatrapur for favour of information and necessary action.

 06/07/2024
Deputy Director (Planning & Statistics)
~ DPMU, Ganjam, Chatrapur.

ANNEXURE-II

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and condition must be fulfilled by the successful bidder for providing a vehicle 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, 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. 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 hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not includes cost of diesel/petrol, 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, Lubricants oil or 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.
5. In case of breakdown 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 reject the agreement and may engage vehicle from other source.
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 of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards costs of diesel/petrol (as per actual) and lubricants (as per Govt. Norms.) of selected bidder will be paid in every succeeding month, as per as possible within 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 03 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 client 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, Government shall forfeit the entire amount of security deposit.
14. An agreement is to be made with Service Provider Agency after selection of vehicle as per OM.No:222924 Dt:14.08.2023 of finance Deptt. Govt. Of Odisha, Bhubaneswar


Signature 06/07/2024
Of Quotation / Tender Calling Authority.
Dy. Director (P&S)
DPMU
Ganjam, Chatrapur

ANNEXURE-III

GENERAL INFORMATION FOR HIRING VEHICLES

1. Name of the Service Provider :-
2. Complete Address :-
3. OGST Number :-
4. Bank Account No and 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 vehicle :-
10. Fitness Certificate validity:-
11. Pollution Certificate validity:-
12. Permit validity:-
13. Insurance validity:-
14. Name / 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 :-
17. Rate of Fuel consumption / Mileage per litre :-
18. Contact Number of the Service provider (Tenderer / Quotationer)
19. Contact number of Driver:-Mobile..... Telephone.....

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

**Seal & Signature of the
Quotationer / Tenderer.**