



No. 5776 Date. 23.12.2024 .

Annexure-I


QUOTATION/ TENDER CALL NOTICE

Standard binding documents:
Government of Odisha

Sealed quotation/ Tender are invited from the interested reputed Travel Agencies/ Tour Operator or Private Individuals for providing one number of AC Diesel/ Petrol driven vehicle (TUV 300/ Bolero/ Sumo Gold/ Ertiga) which shall confirm to the term and conditions (Annexure-II) for official use in Tahasil, Patrapur as per Office Memorandum No.30464 Dt.06.09.2019 of Govt. in Finance Deptt., Govt. of Odisha on Monthly hire basis.

1. The vehicle must be in road worthy condition, shall not more than **3 year old from the date of initial registration** and must have valid Registration Certificate, Fitness Certificate, Insurance 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.5,000.00 (Rupees Five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahasildar, Patrapur and submit along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The Monthly rate of hire charge to be quoted separately in general bid information (excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of 10 KMs per liter.

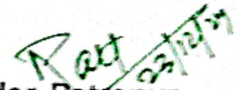
7. The detail of the make and year of manufacture of the vehicle, Registration no. Mileage (KMs. covered per liter) and name of the Driver with Driver License No. and period of validity should be specifically provided in general bid information to be furnished with the quotation/ tender (Annexure-III)
8. The quotation completed in all respect should be reached before the undersigned on or before 22.01.2025 by 12.30 P.M through Registered / Speed post only and shall be opened on the same day at 3.00 P.M 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 vehicle etc will be available with the Tahasildar, Patrapur on payment of Rs. 100.00 (Rupees one hundred) only towards cost of the application from 23.12.2024 to 22.01.2025.


Tahasildar, Patrapur.

Memo No 5777

Dated 23.12.2024


Copy submitted to the District Informatics Officer, Collectorate, Ganjam, Chatrapur for favour of kind information with request to take necessary steps for web hosting the same in district website ganjam.nic.in.


Tahasildar, Patrapur.

Memo No 5778

Dated 23.12.2024

Copy submitted to the Collector, Ganjam/Addl. Dist. Magistrate (Revenue), Ganjam/ all Block Development Officers/ all Tahasildar/ all Govt. Officers situated within Patrapur Tahasil/ Office Notice Board of this office for wide publication.


Tahasildar, Patrapur.

Annexure-II

TERMS AND CONDITION 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 the period of contract, shall have all necessary valid M.V. documents such as: valid Registration Certificate, Fitness Certificate, Insurance Certificate, Valid Contract Carriage Permit, proof of up to date Tax payment etc and Driving license of the driver; available all the times. **Tahasildar, Patrapur** shall not be responsible for any damage/ loss caused to the hired vehicle/ or loss of life/ injury made to any person or damaged to any property on account of use of hired vehicle any manner whatsoever. The vehicle owner shall be responsible for all such litigations.
2. 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 of fuel and lubricants as per existing Govt. 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.
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 vehicle owner.
4. In case of breakdown, for reasons whatsoever the replacement of the vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
5. In case of vehicle do not report regularly the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. 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 of the hirer authority. No extra payment shall be demanded.
8. Monthly hire charges and reimbursement towards cost of diesel/petrol (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding months, as far as possible 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 3 years old from the initial date of 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 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.
12. If the bidder violets any of the terms of contract, Government shall forfeit the entire amount of security deposit.
13. The vehicle should be parked in Block campus. The owner can use the vehicle for own purpose maximum 4 days in a month on prior intimation and obtain permission from the Authority. Owner should keep ready the vehicle, fill fuel regularly on his own cost and submit vouchers on monthly basis.

Raj
Tahasildar, Patrapur 23/12/17



GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Year of manufacture :
3. Model :
4. Date of Registration :
5. Name/Address of the Owner of the Vehicle :

6. Fitness certificate Validity :
7. Permit Validity :
8. Insurance Validity :
9. Name/Address of the Driver :

10. D.L. NO. & Validity D.L of the Driver :

11. Proposes Hire Charges Per month (Excluding fuel):

12. Milcage per litter :

13. Contact No :

(a) Owner of the Vehicle :

(b) Driver of the Vehicle :

This is to certify that the information submitted above is true to the best of my knowledge and belief.

Date.....

Seal and Signature of
Quotationer/Tenderer.

**QUOTATION/TENDER PAPER
FOR**

Hiring of Private Vehicle

Cost of Paper Rs.100/-

