

Standard Bidding Document
Government of Odisha

-----Department / Heads of Department / Office
Quotation/ Tender Call Notice

Sealed quotation / Tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing 01 no. of Non-AC/AC Diesel/ Petroldriven vehicles having sitting capacity not more than five including driver, which shall conform to the term and conditions (Annexure-II) for official use in District Social Security Officer, Deogarh.

- 1- 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, 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-5000/- shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the District Social Security Officer, Deogarh submitted 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 be quoted separately in the general bid information (excluding fuel and lubricants).
- 6- The vehicle must achieve a fuel efficiency of 17 Kms per liter.
- 7- The details of the make and year of manufacture of the vehicle registration no. mileage (Kms covered per liter) 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-II).
- 8- The Quotation completed in all respect should reach the undersigned on or before by 02.00P.M and shall be opened on by 3.30P.M in presence of the bidders of their authorized representatives.
- 9- The application form of Quotation / tender containing General Bid information & Term and condition for Hiring of Vehicle etc. will be available with O/o the District Social Security Officer, Deogarh on amount of Rs.100/- from Dt.20.12.2022 to Dt.30.12.2022 till 02.00 P.M. or can be downloaded from District website www.deogarh.nic.in from Dt.20.12.2022 to Dt.30.12.2022 till 02.00 P.M.. In case the application form is downloaded from Govt. Website the application shall furnish a Demand Draft for an Amount Rs.100/- (Rupees One Hundred) only towards the cost of application along with the application.

Seal & Signature of  2022
Quotation / Tender Calling Authority
District Social Security Officer
Designation
DEOGARH

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder is providing a vehicle on hire monthly rent basis.

1. The hired vehicles, during period of contract, shall have all necessary valid documents such as: - Valid Registration Certificate, Insurance 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. The Department/ Office hiring the vehicles shall not be responsible for any damage/ loss caused to hired vehicle 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.
2. The hired charges to be paid for monthly basis is final but does not included cost of fuel. Which is to be paid separately basing on actual consumption and lubricants as per exiting Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tyres& Tubes, Battery etc. will be come be borne by the bidder.
3. It shall be 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 reason 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 vehicle shall report of duty for minimum of 25days 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/Diesel (as per actual)and lubricants (as per Govt. norms) of the 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.
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 one month 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.

Signature
 Quotation/ Tender Calling Authority
 District Social Security Officer
 DEOGARH

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Type of Vehicle (AC/Non-AC) :
3. Fuel type (Petrol/Diesel) :
4. Year of Manufacture :
5. Model :
6. Date of Registration :
7. Name & complete address of the owner of vehicle
:
8. Fitness Certificate validity :
9. Permit validity :
10. Insurance validity :
11. Name / Address of the Driver :
12. D.L No & validity of the D.L of Driver :
13. Proposed hire charge of the vehicle per month including driver salary & excluding fuel cost. :
14. Rate of fuel consumption/ Mileage Per liter :
15. Contact Number of the Service Provider (Tender/ Quotationer)

Mobile/ WhatsApp No.....Telephone.....

FORMAT FOR PRICE BID

SL No	Name of the Vehicle owner and Registration number of the Vehicle	Hire Charges (including Driver Monthly Salary & excluding Fuel) in INR	Fuel (Kms per Liter)	Remarks if any

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

Full Signature of the Vehicle Owner