



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: BARGARH  
(SOCIAL SECURITY SECTION)**

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No. 795 /Date. 29-04-2021

**Quotation/ Tender Call Notice**

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one Non-AC Diesel/Petrol driven vehicle preferably Maruti/ Hyundai /Ford /Mahindra/Toyota etc Car having sitting capacity not more than ten including driver, which shall conform to the terms and conditions **(Annexure-A)** for official use in District Social Security Office, Bargarh on monthly rent basis:

- 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. 5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Social Security Office, Bargarh and 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 17Kms per liter.
- 7- The details of the make and year of manufacture of the vehicle, Registration Number, mileage (KMs covered per liter) and name of the Driving License Number and period of validity should be specifically provided in the general Bid information to be furnished with the Quotation/ Tender **(Annexure-B)**.
- 8- The Quotation/ Tender completed in all respect should reach to the undersigned on or before Dt. 10.05.2021 by 10 AM A.M. and shall be opened on the same day at 11 AM in presence of the bidders or their authorized representatives by the Tender Committee.
- 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 District Social Security Officer, Bargarh during Office hours on payment of Rs. 100/- (non- refundable) or can be downloaded from Odisha Government Website <http://www.bargarh.nic.in>. In case the application form is downloaded from government website, the applicant shall furnish a Demand Draft (non- refundable) for an amount Rs. 100/- (Rupees one hundred) only towards the cost of application along with the application.

  
District Social Security Officer  
B A R G A R H

Memo no. 796 /SS Dt. 29-04-2021

Copy to the Notice Board of Collectorate, Bargarh for information of general public.

Copy Sub- Collector, Bargarh/ Padampur/ All B.D.O.s/ Tahasildars of Bargarh District for publication in their notice board.

Copy to D.I.O., NIC, Bargarh with request to upload the same in <http://www.bargarh.nic.in> for wide publicity.

  
District Social Security Officer  
B A R G A R H

## Annexure-A

### TERMS AND CONDITIONS FOR HIRING 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 M.V. documents such as:- Valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Certificate Permit, 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 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 vehicle owner 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 towards repair, replacement of spare parts, lubricating oil of Engine, gear Box and differential coolant, Tires and tubes, Battery etc. will be borne by the owner of the vehicle.
- 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 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 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 diesel (as per actual) and lubricants (as per Govt. Norms) of selected bidder will be paid in every succeeding month, as far as possible within 15days of the submission of bills by the service provider and no advance payment will be made.
- 9- The Vehicle shall not be more than three years old from the initial and also in good running condition during the period of contract.
- 10- If services are found to be unsatisfactory, the Client shall give one month notice and terminate the agreement.
- 11- In case of the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one months notice before such withdrawal of service and termination of agreement.
- 12- If the bidder violates any of the terms of the contract, the authority/ District Social Security Officer shall forfeit the entire amount of the security deposit.

  
District Social Security Officer  
BARGARH

**GENERAL INFORMATION FOR THE HIRING VEHICLES**

- 1- Registration number of vehicle-
- 2- Types of vehicle(AC/Non-AC)-
- 3- Year of Manufacture-
- 4- Model-
- 5- Date of registration-
- 6- Name and complete address  
of the owner of the vehicle-
  
- 7- Fitness Certificate validity-
- 8- Permit vehicle-
  
- 9- Insurance Validity-
  
- 10- Name and Address of the Driver-
  
- 11- DL Number& Validity of the DL of the driver-
- 12- Proposed hire charge of the vehicle per month excluding fuel cost-
- 13- Rate of fuel consumption/ mileage per liters-
- 14- Contact no of the service provider(Tenderer/ Quotationer)  
Mobile no \_\_\_\_\_/ Telephone no. \_\_\_\_\_

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

Seal and signature of the Quotationer/ Tenderer