

**OFFICE OF THE TAHASILDAR-CUM-EXECUTIVE MAGISTRATE CHIKITI, GANJAM.**

Letter No. 2051 /Nizarat & Date 01/06/19

**Quotation/Tender Call Notice**

In pursuance of letter no.27037 dated. 08.10.2015 of Finance Department of Govt. of Odisha the Sealed quotations/tenders are invited from interested reputed Travel Agencies /Tour operators or private individuals for providing 1 (One) no. of Non AC/AC Diesel driven vehicle having sitting capacity not more than ten including driver, which shall conform to the Terms and conditions (Annexure-II) for official in Tahasil Office chikiti, Ganjam 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 (Transport vehicle), 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 valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in Driving License for driving light transport passenger vehicle.
- 3) The Driver should be well behaved, gentle and obedient in nature.
- 4) A Sum of Rs.5000.00 Rupees (five thousand) only shall be deposited by the intending bidders in shape of account Payee Bank Draft Drawn in favour of the Tahasildar Chikiti 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 should be quoted separately in the general bid information (excluding fuel and lubricants)
- 6) If the vehicle is more than three year the hire charge per month is to Rs.16000/- only.
- 7) The vehicle must achieve a minimum fuel efficiency of 12kms per liter.
- 8) The details of the make and year of the manufacturer 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 Quotation/Tender (Annexure-III)
- 9) The sealed Quotation completed in all respect reaches the undersigned on or before 10.06.2019 (Monday) by 10 A.M. and shall be opened on the same day at 12.30 P.M in presence of the bidders or their authorized representatives.
- 10) The application form of quotation/tender containing General Bid/Bid Information & Terms and conditions of Hiring of Vehicle etc. will be available with Tahasil Office, Chikiti on payment of Rs.100/- Rupees (One Hundred) only in any working day from 07.00 AM to 10.00 AM to till 10.06.2019 or can be downloaded from Odisha Govt. website [www.Odisha.gov.in](http://www.Odisha.gov.in) from Dt.01.06.2019 to Dt.10.06.2019. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs.100/- Rupees (One Hundred) only towards the cost of application along with the application.

*The undersigned reserves all rights to cancel/reject single or all tenders without assigning any reasons thereof.*

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Copy forwarded to Block Development Officer, Chikiti/Sub-Register officer, Chikiti/Sub-Treasury Officer, Chikiti/Medical Officer, CHC, Chikiti/CDPO, Chikiti/E.O NAC, Chikiti/ for kind information and publication in their office notice board for wide publicity.

Copy to Notice Board of Tahasil office, Chikiti for publication.

Copy to DEO of this office for information and instructed to upload in the district website [www.ganjam.nic.in](http://www.ganjam.nic.in) for wide circulation.

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Copy Submitted To The Additional District Magistrate(REV.), Ganjam, Chatrapur/Sub-Collector, Berhampur for kind information and necessary action.

**TERMS AND 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 basis.

1. The hired vehicle, during period of contact, shall have all necessary valid MV documents such as valid MV documents such as:- valid Registration Certificate(Transport Vehicle), Insurance certificate, Fitness Certificate, Valid contact carriage permit, proof of up to date tax payment etc. and D. L of the driver available all the times. The office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/Injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis is final but doesn't include cost of diesel, which is to be paid separately basing on actual consumption and lubricants as preexisting Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box and different Coolant, Tires 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 salary of the driver shall be borne by the owner.
4. In case of breakdown for reasons whatever the replacement of 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 whole month.
7. 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 fifteen days of the submission of bills by the service provider and no advance payment will be made.
8. The vehicle shall not be more than 3 years old from, the initial registration and also in good running condition during the period of contact.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. 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.

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Tahasildar, Chikiti, Gm.

**I agree to the above terms and conditions for providing hired vehicle.**

**Seal & Signature of the Tenderer**

**GENERAL INFORMATION FOR HIRING VEHICLES**

1. Registration No. of Vehicle :-
2. Type of vehicle (AC/Non-AC) :-
3. Year of Manufacture :-
4. Model No :-
5. Date of registration :-
6. Name & complete address of the  
Owner of vehicle :-
7. Fitness Certificate Validity :-
8. Permit validity :-
9. Insurance validity :-
10. Name/Address of the Driver :-
11. D.L. No & Validity of the D.L of the Driver :-
12. Proposed hire charge of the vehicle  
Per month excluding fuel cost :-
13. Rate of fuel consumption/Mileage per litter :-
14. Contact number of the service provider  
(Tenderer/Quatationer)  
Cell/Mobile no..... and  
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.