
OFFICE OF THE ASSISTANT DIRECTOR (HANDICRAFTS), GANJAM, BERHAMPUR.
DIC PREMISES, INDUSTRIAL ESTATE, ANKULI, BERHAMPUR.
E-Mail: adhganjam@gmail.com

QUOTATION CALL NOTICE

No. 143 Date 31.08.2021
OADH-Estt- 14/21

Sealed tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one Non AC Petrols driven commercial four wheeler Vehicle [**Tiago/ Bolt/ Celerio/ similar vehicle**] preferable to hire BS-IV compliant Petrol vehicles on monthly hire basis at **Assistant Director of Handicrafts, Ganjam, Berhampur** in Connection with supervision of **Handicrafts Works** as per the terms and conditions mentioned below. The quotation should be super scribed " quotation for providing vehicle on hire basis under **O/o the Assistant Director (Handicrafts), Ganjam, Berhampur**" on the cover and sealed quotation will be received up to **4.00 P.M date 22.09.2021** through **Resistered Post/ Speed Post/ By Hand** only. Quotation received after the scheduled date and time will not be accepted. The quotation will be opened in the presence of the quotationers or any of their authorized agents on dated **22.09.2021 at 4.00 P.M** in the office of the undersigned.

The undersigned reserves the right to reject all or any of the quotation without assigning any reason therefore.

TERMS AND CONDITIONS

Annexure-I

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. along with Transport license of a Driver to be engaged which are mandatory for applying 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, obedient in nature and well known regarding all the route of Ganjam District.
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 Assistant Director (Handicrafts), Ganjam, Berhampur payable at SBI, Main Branch, Berhampur** 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 should be quoted separately in the general bid information (excluding fuel).
6. The vehicle must achieve a fuel efficiency of 17 kms per litre.
7. The details of the make and year of manufacture of the Vehicle, registration No, mileage (Kms. Covered per litre) 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-III)
8. The Quotation completed in all respect should reach the undersigned on or before **22.09.2021 at 4.00 P.M** through Registered Post / Speed Post / By Hand and shall be opened on the same day i.e on **22.09.2021 at 4.00 P.M** in presence of the bidders or their authorized representatives. The undersigned will not be responsible for any postal delay.
9. The application form of quotation /tender containing General bid information & Terms and conditions for Hiring of Vehicles etc. can be Furnished as per Annexure III (is enclosed herewith) from **31.08.2021 to 22.09.2021 up to 4.00 P.M.**



Assistantant Director (Handicrafts)
Ganjam, Berhampur

Memo No. 144 Dt. 31.08.2021

Copy forwarded to the Directorate of Handicrafts & Cottage Industries, Odisha, Bhubaneswar for favour of kind information.



Assistantant Director (Handicrafts)
Ganjam, Berhampur

Memo No. 145(2) Dt. 31.08.2021

Copy to Notice Board of Assistant Director (Handicrafts), Ganjam, Berhampur and the General Manager, DIC, Ganjam, Berhampur for information and wide publication.



Assistantant Director (Handicrafts)
Ganjam, Berhampur

Memo No. 146 Dt. 31.08.2021

Copy To District Information Officer, NIC , Chatrapur, Ganjam, for information and web hosting of the Advertisement.



Assistantant Director (Handicrafts)
Ganjam, Berhampur

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on monthly hire 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, 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 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 litigations.
2. The hire charges to be paid after deduction of income tax or any other tax as applicable by law for monthly basis is final but does not include cost of diesel, which is to be paid separately basing on actual consumption as per existing 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 borne by the bidder (Vehicle Owner)
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 vehicles shall report for duty through out the 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. 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.
9. If the services are found to be unsatisfactory, the hirer 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.
11. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
12. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including Bank drafts as per the terms & conditions.

FORMAT FOR PRICE BID

District	
Hire Charges	Fuel (Kms per Ltr)
NB.Hire charges : Monthly Hire charges (in INR).	

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

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