

# OFFICE OF THE TAHSILDAR:PAPADAHANDI

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Phone No.06869-242323

Letter No. 903 /2020

Date: 12-06.2020

Tender Call notice.

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing one TUV300/ Bolero Sumo Gold/Ertiga having sitting capacity not more than ten including driver, which shall conform to the Terms and Conditions ( Annexure-I,II & III) for official use in Tahasil office, Papadahandi , on monthly rent basis. The quotation should be super-scribed "Quotation for providing vehicle on hire basis " on the cover and sealed quotation should reach to the undersigned through Registered post /speed post on or before 24.6.2020 by 4.30 P.M shall be opened on the same day at 5.00 P.M. in the presence of the bidders or their authorized representatives . The undersigned shall not be held responsible for non-receipt /late receipt of the tender/quotation documents sent by post beyond the schedule date & time. Tender received after the scheduled date and time shall not be accepted.

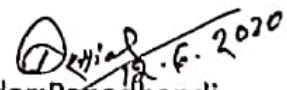
The application form of quotation/tender containing General Bid information and terms and conditions for hiring of vehicles etc. can be downloaded from the District website [www.nabarangpur.nic.in](http://www.nabarangpur.nic.in).

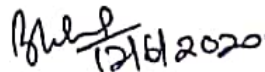
Memo No /2020

Dated .6.2020

Copy submitted to Addl.Dist Magistrate/ Sub-Collector ,Nabarangpur/Deputy Collector , Nizarat , Collectorate, Nabarangpur/All BDOs, CDPOs & Tahasildars and line Deptt. with request to affix the tender call notice in their respective office notice board.

Copy to DIO, NIC ,Nabarangpur for information with request to webhost the tender call notice in the District website.

  
Tahasildar:Papadahandi.

  
12/6/2020

10. GST registration and GeM registration are compulsory for any Service Provider to provide hired vehicles to Government Offices through GeM or through open bidding.

### Annexure-II

#### 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 rent 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 hiring the vehicle shall not 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 in any manner whatsoever. The owner of the vehicle 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 . All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential, coolant, Tyres & Tubes and 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 owner of the vehicle.
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 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 will be paid in every succeeding month, as far as possible within fifteen days of submission of bills by the service provider and no advance payment will be made.
9. The vehicles shall not be more than 3 years old from the initial registration and also in good running condition during the period contract.
10. If the 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 month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, the entire amount of Security deposit of the bidder shall be forfeited to Government.
13. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached with all relevant documents including demand drafts as per the terms and conditions other-wise the tender will be rejected.
14. The undersigned reserves the right to accept any or reject all or any of the quotation/tender without assigning any reason thereof.

  
12.6.2020  
Tahasildar, Papadhandi.

  
12/6/2020

Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES.

1. Registration No. of Vehicle :
2. Type of Vehicle (AC/Non-AC) :
3. Year of Manufacture :
4. Model :
5. Date of Registration :
6. Name & complete address of the Owner of the Vehicle as per RC Book. :
7. Fitness Certificate validity :
8. Tax/ 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 charges of the vehicle per month including Driver's salary and excluding fuel cost. :
13. Rate of fuel consumption/Mileage per liter:
14. Contact number/cell number of the Bidder & Driver. :
15. EMD details, D.D. No., Date, amount & name of the Bank. :
16. Seating capacity :

Description of the Vehicle	Quoted price per month including driver's salary excluding fuel( In figure and word)	Fuel (Kms per Ltr.)
1	2	3

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

Seal & Full Signature of the  
Quotationer/Tenderer/VehicleOwner

Annexure-I

TERMS AND CONDITIONS.

1. The Vehicle must be in Road Worthy condition, Shall not be more than 3 Three years old from the date of initial registration and must have valid Registration Certificate , Insurance Certificate , Fitness Certificate , valid contract carriage (Taxi) 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/- ( Rupees five thousand ) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft/Demand Draft or Cheque drawn in favour of theTahasildar, Papadahandi payable at SBI, Papadahandi 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 including Driver's monthly salary and excluding fuel and lubricants.
6. The vehicle must achieve a fuel efficiency of 12 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 or before 22.06.2020 by 4.30 P.M and shall be opened on the same day at 5.00 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 vehicles etc. will be available with Tahasildar, Papadahandi on payment of Rs.100/- from 21.06.2020 during the office hours of every working day or can be downloaded from the District website [www.nabarangpur.nic.in](http://www.nabarangpur.nic.in) . In case the application form is downloaded from website, the application shall furnish a Demand Draft for an amount of Rs.100/- (Rupees One hundred) in favour of the Tahasildar,Papadahandi payable at SBI,Papadahandi separately towards the cost of application alongwith the application.