

TAHASIL OFFICE ,BORIGUMMA .

Annexure-I

No. 791 /Niz/2023

Dtd. 24.03.2023

**Standard Bidding Document**

**Government of Odisha**

**Rev.Department/Head of Department /Office,Tahasil, Borigumma**

**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 vehicles having sitting capacity not more than ten including driver,which shall conform to the Terms and conditions(Annexure-II) for official use in Tasasil,Borigumma 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.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahasildar,Borigumma 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 lubricant).(enclosed hiring charge rate per month as per office memorandum vide No.30464,Dtd.06/09/2019 of Finance Deptt.Odisha, BBSR).
6. The Vehicle must be **TUV300/Bolero/Sumo Gold/Ertiga** to achieve a fuel efficiently of 10 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 10/04/2023 by 4:00P: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 & Terms and conditions for Hiring of Vehicles etc will be available with Tahasil, Borigumma of the Deptt/Heads of Department/Office on payment of Rs.100/- from 25.03.2023 to 10.04.2023 or can be downloaded from Odisha Govt.Website [www.Odisha .gov.in](http://www.Odisha.gov.in) from Dt.25.03.2023 to 10.04.2023. 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 alongwith the application.

Seal & Signature of  29.2.2023

Quotation/Tender Calling Authority

Designation