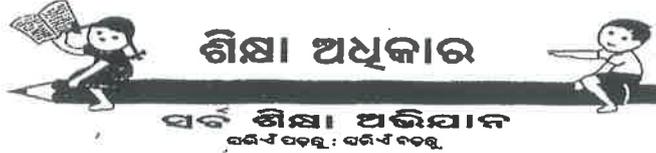




DISTRICT PROJECT OFFICE
SARVA SHIKSHA ABHIYAN (R.T.E-S.S.A)
SHIKSHA SADAN, KORAPUT-764020



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Letter No.:- 1588 /Accts/19

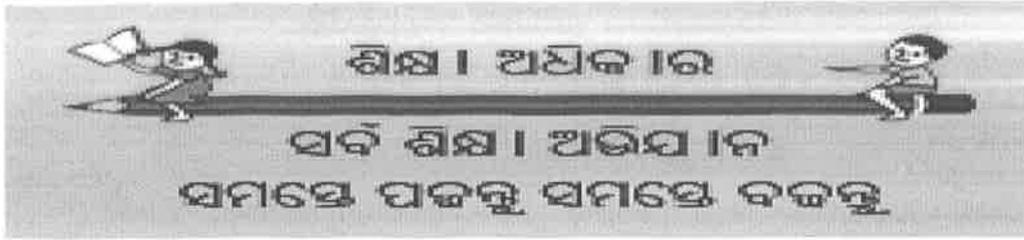
I-Accts-08/19

Date: 24/06 /2019

QUOTATION CALL NOTICE FOR HIRING OF VEHICLES

Sealed tenders are invited from registered travel agencies / Vehicle Owners for hiring of commercial light diesel vehicles on a monthly & daily basis. Details regarding eligibility criteria, term & conditions and the formats for submission of tender are mentioned in the tender document which may be downloaded from the District website: www.koraput.nic.in and official OPEPA website: www.opepa.nic.in. Interested agencies may submit their tenders by speed / registered post only addressing to **District Project Coordinator, RTE-SSA, Koraput, Shiksha Sadan (Near Collectorate) Koraput, 764020, Odisha** superscripted as **QUOTATION FOR HIRING OF VEHICLE ON DAILY BASIS / MONTHLY BASIS**. The tenders should reach the office of the undersigned by **02/07/2019 (till 05.00 PM)** which will be opened at 11.00 AM on the following i.e. 03/07/2019.


District Project Coordinator
RTE-SSA, Koraput



Important Dates

Last date of download of tender bid	02/07/2019
Last date of submission of bids	02/07/2019 by 5.00 PM
Date of opening Tender	03/07/2019 at 11.00 AM

TENDER DOCUMENTS FOR HIRING OF VEHICLES ON MONTHLY & DAILY BASIS AT DISTRICT PROJECT OFFICE, RTE-SSA, KORAPUT

(To be received through Registered Post / Speed Post only)

Address:

**DISTRICT PROJECT OFFICE, RTE-SSA, KORAPUT.
AT:- SHIKSHA SADAN, COLLECTORATE CAMPUS,
PO/DIST: KORAPUT, ODISHA, PIN-764020.**

Standard Bidding Document

Govt. of Odisha, S & ME Department, DPO, RTE-SSA, Koraput

Quotation / Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for hiring of commercial light diesel vehicles (A/C and Non A/C) having sitting capacity not more than 7 (seven) including, driver shall conform to the **terms and conditions (Annexure-II)** for official use of District Project Office, Sarva Shikhya Abhiyan, Koraput on rental basis (Monthly and Daily basis) for the year **2019-20**.

1. The vehicle must be Road Worthy condition, shall not be more than 3 (Three) year old from the date of initial registration and must have valid Registration Certificate, Insurance, Fitness Certificate, Valid Contract Carriage Permit, Proof of up to date tax payment, PAN Card 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/-**(Rupees Five Thousand) only Security Deposit shall be deposited by the intending bidders in shape of Account payee Bank Draft/Banker Cheque drawn in favour of **DPC, SSA, Koraput** payable at Koraput and submit 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 charges be quoted separately in the general bid information (excluding fuel)
6. The vehicle must achieve a fuel efficiency of 10(Ten) KMs per liter.
7. The details of the make and year of manufacture 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 the quotation/tender (Annexure-III)**.
8. The quotation completed in all respect should reach the undersigned on or before **02/07/2019 by 05:00PM** and shall be opened on the following day i.e. on **03/07/2019 at 11:00 AM** in presence of the bidder or their authorized representatives in the office chamber of District Project Coordinator, RTE-SSA, Koraput.

9. The application form of quotation / tender containing General Bid information & Terms 7 conditions for Hiring of Vehicles etc. can only be downloaded from the District official website: www.koraput.nic.in & www.opepa.nic.in and shall furnish a demand draft of **Rs. 100 /-** Rupees (One Hundred) only drawn in favour of **D.P.C., SSA, Koraput** payable at Koraput towards cost of bid documents (Non refundable). The quotations received after due date and time shall not be entertained for evaluation of quotation.
10. After the quotation is finalized the successful quotationer shall have to produce the vehicle for physical verification within one day.
11. The vehicle should not belong to any employee of Govt. organization.
12. The vehicle shall remain at the disposal of the DPC, RTE-SSA, Koraput.
13. Payment will be made after submission of log book of vehicle duly certified by the officer using the vehicle along with the bill.
14. Necessary income tax will be deducted from the bill as per Income tax rules.

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20/11/15
District Project Coordinator
RTE-SSA, Koraput

TERMS & CONDITIONS FOR HIRING OF VEHICLES:

The following terms and conditions must be fulfilled by the successful bidder for providing the vehicle on hire on monthly & daily rental 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 undersigned shall not be responsible for any damage/loss caused to hired vehicles or losses of life/injury made to any person or damage 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 does not include cost of diesel, which is to be paid separately basing on actual consumption as per Govt. 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 solely borne by the 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 the reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder so as to avoid any inconvenience to the office.
- 5) In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage any vehicle form the other sources.
- 6) The vehicles shall be report for duty for a minimum of 25 days in a month.
- 7) In case of emergency, the driver will have to report for duty beyond the specified 25 days in a month as per the requirement of hirer. No extra payment to that effect shall be demanded.
- 8) Monthly hire charges maximum to **Rs. 15,000/-** (Rupees Fifteen Thousand) only as per OPEPA approved rate or the lowest price quoted as approved and reimbursement towards cost of diesel as per Govt. Norms will be paid in every succeeding month, as far as possible within fifteen days of submission of relevant bills and no advance payment will be made thereof.
- 9) The vehicle shall not be more than 3 (three) years old from the initial registration and also in good running condition for the period of contract.

- 10) If the services are found to be unsatisfactory, the undersigned reserves every right to issue notice for terminate the agreement.
- 11) If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- 12) The bidder or the representative should remain present at the time of opening of the tender otherwise no compliant shall be entertained. The right to negotiate the rates with the undersigned if necessary.
- 13) The successful bidder of the vehicle shall enter into agreement on non-judicial stamp paper with the District Project Coordinator, RTE-SSA, and Koraput before execution of the supply order.
- 14) The Check list given below must be verified thoroughly before submission of the quotation to avoid rejection of the tender due to non-submission of the required certificates and document.
 - a) valid Registration Certificate,
 - b) Insurance Certificate,
 - c) Fitness Certificate,
 - d) valid Contract Carriage Permit
 - e) Photo copy of PAN Card
 - f) D.L of the driver
- 15) The District Project Coordinator, RTE-SSA, Koraput reserves every right to accept or reject any or all of the quotations in full or in part without assigning any reason thereof, no intimation will be given to the bidders.
- 16) The quotations shall be submitted to the District Project Office, Sarva Sikhya Abhiyan, Shiksha Sadan, Collectorate Campus, At / PO/ Dist: Koraput – 764020, Odisha superscripted as Quotation for Hiring of Vehicle on Monthly Basis / Daily Basis through Registered / Speed Post on or before 02/07/2019 by 5.00 PM.


District Project Coordinator
RTE-SSA, Koraput

Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES:

- 1) Registration No. of Vehicle :-
- 2) Type of Vehicle(A/C or Non-A/C) :-
- 3) Year of Manufacture :-
- 4) Model :-
- 5) Date of registration :-
- 6) Name & Complete Address
of the owner of vehicle :-
- 7) Fitness Certificate Validity :-
- 8) Permit Validity(Odisha /Andhra) :-
- 9) Insurance Validity :-
- 10) Name /Address of the driver :-
- 11) D.L. No. & Validity of D.L of
Of the Driver. :-

12) A. Monthly basis

Sl. No.	Type of Vehicle With AC & Non AC	Kilometer (Per Liter)	Monthly Rent (excluding POL/DOL the rate should inclusive of all taxes, remuneration of driver and dues if any) / Maximum to Rs. 15, 000/- as per approved rate of OPEPA, BBSR (In Rs.)
1	2	3	4
1.	Bolero		
2.	Scorpio		

- 13) Contact Number of the Bidder / Quotationer Telephone / Mobile No _____

“I agree to abide by the terms & conditions for engagement of the vehicle and will also abide by any further terms & conditions that may be decided by the DPC, RTE-SSA, Koraput. Certified that the information submitted above is true to the best of my knowledge and belief”.

**Signature of the
Quotationer / Bidder**

Annexure-IV

B. Daily basis

(i) With AC

Sl. No.	Type of Vehicle	Daily hire charges (Excluding Fuel)	Kilometer (Per Liter)	For Long Tour (Above 200 KM per day) with AC	
				Rate Per KM (Rs.)	Rate for Night Halt (Rs.)
1	2	3	4	5	6
1.	Bolero				
2.	Swift Dzire				
3.	Etios				
4.	Innova				

(ii) With Non AC

Sl. No.	Type of Vehicle	Daily hire charges (Excluding Fuel)	Kilometer (Per Liter)	For Long Tour (Above 200 KM per day) Non AC	
				Rate Per KM (Rs.)	Rate for Night Halt (Rs.)
1	2	3	4	5	6
1.	Bolero				
2.	Swift Dzire				
3.	Etios				
4.	Innova				

(iii) Contact Number of the Quotationer Mobile no. _____
Telephone _____

“I agree to abide by the terms and conditions for engagement of the vehicle and will also abide by any further terms and conditions that may be decided by the District Project Coordinator, RTE-SSA, Koraput. Certified that the information submitted above is true to the best of my knowledge and belief.”

**Signature of the
Quotationer / Bidder**