



Odisha Rural Development & Marketing Society
creating competence and values in rural Odisha
Panchayati Raj & Water Department, Government of Odisha
Email.dsmskoraput@gmail.com

ORMAS
DRDA Campus, Koraput.

Letter No.....3666.....

Date : 22.04.2022

Quotation Call Notice

Sealed Quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for engagement of AC/Non AC diesel Vehicle (Tiago/Bolero B6/celerio) in ORMAS, Koraput for official use on monthly rent basis.

The quotations completed in all respect should reach the undersigned on or before **29.04.2022** by 1:00 PM by through registered post /Speed Post/ Courier which shall be opened on the same day at 3:30 PM in presence of the bidders or their authorized representatives.

The undersigned reserves the right to accept or reject any or all quotations without assigns any reasons thereon.


PROJECT DIRECTOR
D.R.D.A, KORAPUT

Memo No:-3667 04/2022

Date: 22 /04.2022

TERMS AND CONDITIONS:

1. The vehicle must be in Road Worthy condition must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, all India permit, proof of up to date tax payment etc. which are mandatory for applying of vehicle.
2. The said vehicle will be engaged for the service of Dy.CEO,ORMAS, Koraput and the vehicle will be managed by the Private Driver Only. However a Driver must be provided by Travel Agencies/Tour Operators or private individuals for the vehicle as and when required by the Office . The driver must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle. The Driver should be well behaved, gentle and obedient in nature & must have at least 3 years experience in driving.
3. The EMD of Rs Rs.1,000/- shall be submitted by the selected bidder in the shape of Account Payee Bank draft drawn in favour of the Dy.CEO,ORMAS, Koraput payable at SBI, Koraput before doing agreement.
4. The monthly rate of hire charge be quoted separately in the General bid information (including Driver's monthly salary & excluding fuel)
5. The Vehicle must achieve a fuel efficiency of at least 12Kms. per litre.
6. 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 (Annexure-II)
7. The Quotation completed in all respect should reach the undersigned on or before 29.04.2022 through registered post /Speed Post/ Courier by **1.00 p.m.** and shall be opened **on the same day at 3.30 p.m.** in presence of the bidders or their authorized representatives.

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. The eligible bidder shall commence the services from the date agreement and shall continue to provide the services for one year (as per the agreement made).
10. 1% TDS will be deducted from their monthly hire charges.

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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, Odisha 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 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 in any manner whatsoever. The Owner of the vehicle 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 and lubricants 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.
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. He must have at least 3 years experience in driving.
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 exactly of 30/31 days in a month unfailingly.** In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
7. Monthly hire charges and reimbursement 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 authority has power to terminate the agreement without giving any prior notice.
9. 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.
10. If the bidder violates any of the terms of contract, he shall forfeit the entire amount of security deposit.

11. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached with all relevant documents including drafts as per the terms & conditions.
12. The undersigned reserves the right to reject all or any of the quotation without assigning any reason thereof.
13. 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.

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 vehicle :
- Telephone/Mobile No :
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 including Driver's Salary
& excluding fuel cost.
13. Rate of fuel consumption / Mileage :
Per/litre
14. Contact Number of the Service provider (Travel Agencies/Tour Operators or private
individuals)

Mobile:- _____ Telephone _____.

FORMAT FOR PRICE BID

SL. No	Name of the Office	Hire Charges (Excluding Fuel) in INR	Fuel (Kms per Ltr)
1	ORMAS, Koraput		

NB. Hire charges: Monthly Hire charges (in INR). Fuel: minimum 12kms

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

Signature of the

Travel Agencies/Tour Operators or private individuals