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**DISTRICT MISSION MANAGEMENT UNIT**  
**Odisha Livihoods Mission**  
**Department of Mission Shakti, Govt. of Odisha**

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Letter No. 538 /XIX-08/2022

Dated: 3.06.2022

**Quotation Call Notice**

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

The quotations completed in all respect should reach the undersigned on or before 15.06.2022 by 1:00 PM by hand 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 weather assigns any reasons thereon.

**Project Director cum District Mission Coordinator,**  
**OLM, DRDA, Koraput.**

**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, Odisha permit, proof of up to date tax payment etc. 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 and obedient in nature & must have at least 3 years experience in driving.
4. The performance security is Rs.5,000/- shall be submitted by the selected bidder in the shape of Account Payee Bank draft drawn in favour of the Project Director, DRDA, Koraput payable at SBI, Koraput before doing agreement.
5. The monthly rate of hire charge be quoted separately in the General bid information (including Driver's monthly salary & excluding fuel)
6. The Vehicle must achieve a fuel efficiency of at least 12Kms. per litre.
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 (Annexure-II)
8. The Quotation completed in all respect should reach the undersigned on or before 15.06.2022 through registered post **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.
9. 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.
10. 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).
11. 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 minimum of 30 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 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.
9. The authority has power to terminate the agreement without giving any prior notice.
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, he 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 with all relevant documents including drafts as per the terms & conditions.
13. The undersigned reserves the right to reject all or any of the quotation without assigning any reason thereof.
14. 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  
the Driver :
12. Proposed hire Charge of the vehicle :  
Per month including Driver's Salary  
& excluding fuel cost.
13. Rate of fuel consumption / Mileage :  
perlitre
14. Contact Number of the Service provider (Quotationer/Quatationer)  
Mobile.....Telephone..... Driver

**FORMAT FOR PRICE BID**

SL. No	Name of the District	Hire Charges (including Driver's Monthly Salary & excluding Fuel) in INR	Fuel (Kms per Ltr)
1	Koraput		

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

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

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