

Standard Bidding Document

PANCHAYAT SAMITI: KORAPUT

Quotation Call Notice for Hiring of Vehicle

Scaled quotations are invited from interested reputed Travel Agencies / Tour operators or private individual for hiring of commercial light Diesel vehicles (AC) having sitting capacity of not more than 07 (seven) including driver shall conform to the terms and conditions (Annexure-II) for official use of the Block Development Office, Kundra on rental basis (Monthly) for the year 2024.

1. The Vehicle must be road worthy condition, shall not be more than 02(One) years 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 service provider shall have valid OGST registration to participate in the tendering.
3. 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.
4. The Driver should be well behaved, Non-alcoholic during duty hour, gentle and obedient in nature.
5. The Salary / Charges of the Driver shall be borne by the service provider.
6. The Driver of the vehicle must stay in the H.Q and be ready to provide service at any point of time in emergency situation.
7. 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 / bank Cheque drawn in favour of BDO, Kundra payable at Utkal Grameen Bank, Kundra and submit along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
8. The Monthly rate of hire charges be quoted separately in the general bid information (excluding fuel)
9. The Vehicle must achieve a fuel efficiency of **10(TEN) KM per litre**.
10. 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)
11. The quotation completed in all respect should reach the under signed on or before **21.03.2024 by 3.00 PM** and shall be opened on the same day i.e. on **21.03.2024 at 4.00 PM** in the presence of the bidder of the authorized representatives in the **office chamber of the Block Development Officer, Kundra**.
12. The application form of quotation / tender containing General bid information, Terms & conditions for Hiring of Vehicles etc can only be downloaded from the District official website: [www.koraput.nic.in](http://www.koraput.nic.in) from **13.03.2024 to 20.03.2024** and shall furnish a demand draft of **Rs.100/- (Rupees One Hundred) only** drawn in favour of **BDO, Kundra payable at Kundra** towards cost of bid documents (Non Refundable). The quotations received after due date and time shall not be entertained for evaluation of quotation.
13. After the quotation is finalized the successful quotationer shall have to produce the vehicle for physical verification within a week.
14. The Vehicle should not belong to any employee of Govt. Organization.
15. The Vehicle shall remain at the disposal of BDO, Kundra.
16. Payment will be made after submission of Log Book of Vehicle duly certified by the Officer using the vehicle along with the bill.
17. Necessary income tax will be deducted from the bill as per the Income Tax Rules.

13/02/2024  
Block Development Officer  
Kundra  
Kundra