

OFFICE OF THE DEPUTY DIRECTOR, COFFEE DEVELOPMENT: KORAPUT:

No. 751 //DDCDDated the 11 // 07 // 2024 //**QUOTATION/TENDER CALL NOTICE**

Sealed quotations are invited from interested reputed Travel Agencies / Tour operators or private individuals for providing 01 No. of Diesel (BS-IV and above compliant) driven vehicle (Bolero) having sitting capacity not more than seven including driver, which shall confirm to the Terms & Conditions (Annexure- I & II) for official use in the Office of the Deputy Director, Coffee Development, Koraput on monthly rent basis.


Deputy Director, Coffee Development
Koraput

Memo No. 752 //DDCDDated. 11 // 07 // 2024 //

Copy forwarded to Office-in-Charge, NIC, Koraput for information and necessary action. He/she is requested to hoist the Quotation/ Tender call notice in the district portal.


Deputy Director, Coffee Development
Koraput

Memo No. 753 //DDCDDated. 11 // 07 // 2024 //

Copy forwarded to District level offices, Koraput with a request to display the advertisement in the notice board of their offices.


Deputy Director, Coffee Development
Koraput

Memo No. 754 //DDCDDated. 11 // 07 // 2024 //

Copy to the notice board of office of the Deputy Director, Coffee Development, Koraput.


Deputy Director, Coffee Development
Koraput

A. General Information:

1. The application form of Quotation containing General Bid Information and Terms and conditions will be available in the office of the Deputy Director, Coffee Development, Koraput on payment of Rs.100/ (Rupees One hundred) only from 15.07.2024 to 29.07.2024(Only within working hours 10.00A.M. to 05.00 P.M. of any working days).
2. The completed Quotation in all respect (Annexure-III) should reach the undersigned on or before 30.07.2024 by 01.00 P.M. through courier services or by hand and shall be opened on the same day at 03.30 P.M. in presence of the bidders or their authorized representatives.
3. The sealed quotation should be super-scribed "Quotation for providing vehicle on hire basis".
4. A sum of 5000/- shall be deposited by the intending bidders in shape of account Payee Bank Draft drawn in favour of the Deputy Director, Coffee Development, Koraput and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
6. The Authorized letters if any to be enclosed in the tender with due attestation.
7. Incomplete Tender/ Quotation forms shall not be considered for tender process.
8. The Quotation/Tender received after scheduled date and time shall be rejected.

Address for submission of Quotation/ Tender documents:

Office of the Deputy Director, Coffee Development
Near SCTI Colony
Koraput, 764020

Terms and Condition for Bidders:

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 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. The vehicle must achieve a fuel efficiency of 10 KMs per litre.
5. The details of the make and year of Manufacture of the Vehicle, Registration No, Mileage (KMs covered per litres) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information (Annexure-III) & a copy of the documents to be furnished with the Quotation/tender.
6. 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 DL of the driver available all the time. 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 any manner whatsoever. The owner shall be responsible for all such litigation
7. The hire charges are to be paid on monthly basis.
8. The hire charges to be paid for monthly basis is final but does not include cost of fuel and lubricants. 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.
9. 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/bidder.
10. 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.
11. 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.
12. The vehicle shall report for duty for minimum of 25 days in a month. The vehicle shall be used by officials of this office for official purpose on all working days and on holidays, if required.
13. In case of emergency, the driver will have to report for duty as per the requirement of this office. No extra payment shall be demanded.
14. Monthly hire charges 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.
15. If the services are found to be unsatisfactory, the agreement will be terminated by the office with prior notice of one month.
16. 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.

17. No advance payment will be made to the party after acceptance of the tender or execution of agreement.
18. Tenure of the hire agreement will be one year subject to annual renewal on satisfactory performance.
19. The Travel Agencies / Tour operators or private individual must be registered under CGST /SGST Act.
20. The undersigned reserves the right to reject all or any offers/quotation/tender without assigning any reason thereof.


Deputy Director, Coffee Development,
Koraput