

MEMO NO. 422

DATE: 06.02.2025

Copy along with a copy of Advertisement for Tender call Notice for "Hiring of Private Vehicle for official use" in Jeypore KL Division forwarded to Principal Chief Conservator of Forests (KL) Odisha Bhubaneswar for favour of kind information and necessary action.


Divisional Forest Officer,
Jeypore KL Division.

MEMONO. 423

DATE: 06.02.2025

Copy along with a copy of Advertisement for Tender call Notice for "Hiring of Private Vehicle for official use" in Jeypore (KL) Division forwarded to Chief Conservator of Forests Balangir KL Circle, Balangir for favour of kind information and necessary.


Divisional Forest Officer,
Jeypore KL Division.

MEMONO. 424

DATE: 06.02.2025

Copy along with a copy of Advertisement for Tender call Notice for "Hiring of Private Vehicle for official use" in Jeypore (KL) Division forwarded to the all Divisional Forest Officer (T & NT), Odisha for information and necessary action. It is requested to display the above said Short Tender Notice in their Office Notice Board.


Divisional Forest Officer,
Jeypore KL Division.

MEMONO. 425 (8)

DATE: 06.02.2025

Copy along with a copy of Advertisement for Tender call Notice for "Hiring of Private Vehicle for official use" in Jeypore (KL) Division forwarded to the all Range officers, Jeypore KL Division for information and necessary action. It is requested to display the above said Short Tender Notice in their Office Notice Board.


Divisional Forest Officer,
Jeypore KL Division.

Standard Bidding Document

Government of Odisha
Forest Environment & Climate Change Department
Divisional Forest Officer, Jeypore(KL) Division
No. 426 Dated. 06.02.2025

SHORT TENDER NOTICE FOR HIRING OF PRIVATE VEHICLES

Sealed tenders are invited from interested individual/ Service Providers/Registered Travel Agencies for providing 1 (One) No. A.C Petrol/Disel driven Scorpio (Preferably S-11 model or higher) and 8(Eight) Nos of A.C Petrol/Disel driven Bolero, Which shall confirm to the terms and Condition in Annexure-I for official use in the jurisdiction of the Divisional Forest Officer, Jeypore (KL) Division on Hiring basis for a period of one year (1 No. Scorpio) and 4 months (8 Nos Bolero) on Monthly Hire basis .The last date of submission of Tender is on Dtd 12.02.2025 up to 12 Noon. The tender papers are to be opened on Dtd 12.02.2025 at 4 PM in the Office of the Divisional Forest Officer, Jeypore (KL) Division in presence of applicants.

The application form for the tender containing General Bid information & Terms and Condition etc for Hiring of Vehicles will be available in the Office of the undersigned on all working days.


Divisional Forest Officer,
Jeypore KL Division.

Terms and Condition for Hiring of Vehicles

The following terms and conditions must be fulfilled by the successful bidders for providing vehicles on hire on monthly rent basis

1. Tender inviting authority reserves the right of accepting or rejection one or more tender offer(s) or cancelling the tender without assigning any reason thereof.
2. The Scorpio will be engage for a period of 1 (One) Year and Bolero will be engaged for a period of 4 (Four) months or actual period of working whichever is less for Jeypore (KL) Division. The vehicle will be renewed further period if required subject to satisfactory service and performance after due approval from the competent authority.
3. Vehicles will ordinarily be deployed within the jurisdiction of respective officers and may sometime be deployed elsewhere within the state.
4. The vehicle must be 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, Pollution Certificate, valid contract Carriage Permit, proof of up to date tax payment etc. Which are mandatory for playing of vehicle.
5. The drivers of the vehicles must have valid Driving Licenses for driving light transport passenger vehicles and should be sufficiently experienced in driving transport passenger vehicles.
6. The drivers should be well behaved, gentle and obedient in nature.
7. A sum of Rs.5000/- for each vehicle for which rate is quoted, shall be deposited by the intending bidders towards tender security in shape of account payee Bank Draft drawn in favour of the Divisional Forest Officer, Jeypore (KL) Division as mentioned in the column-2 of above table. After completion of tender process, the amount will be / shall be deposited by the intending bidders in shape of account payee Bank Draft drawn in favour of the concerned DFO (KL) Jeypore Division and submitted along with the tender as Earnest money deposit (EMD). After completion to successful tenders, the tender security will be converted into performance security. The performance security or security deposit is liable for failure in full or part on violation of terms and contrition or on default to placing vehicles on being successful bidder/ tender.
8. The monthly rate of hire charge is to be quoted separately in the general bid information excluding fuel and lubricants.
9. The vehicle must achieve the following fuel efficiency in terms of Kms per litre.

SI No.	Model make of Vehicles	Fuel efficiency (Minimum average mileage in Kms per litre)
1	Scorpio (Scorpio (Preferably S-11 model or higher)	10 or above Kms per litre.
2	Bolero/Mahindra MAX Diesel	10 or above Kms per litre.

The tenderers quoting higher fuel efficiency i.e. more number of kilometres per litre of fuel consumption will be taken in to consideration along with the quoted hiring charges for deciding the cost-effective tender offers. Other criteria and terms and conditions will also be applicable for the same. Therefore, all such offers must fulfil the criteria as laid down in the terms and conditions, of this tender document.

10. The details of the make and year of manufacture of the vehicles, registration nos. mileage (Kms covered per litres) and name of the Drivers with Driving License Nos. and period of validity should be specifically provided in the general bid information to be furnished with the quotation / Tender (Annexure-II). The general information for hiring vehicles (Annexure-II) along with Account Payee Bank Draft of Rs.5000/- as stated in Clause: 7 above will be submitted separately for each vehicle for which rate is quoted.
 11. The tender document completed in all respect should reach the concerned offices on or before **12.02.2025** up to **12 noon** and shall be opened on **12.02.2025 at 4 PM** in the Divisional Forest Officer, Jeypore (KL) Division.
 12. All the stipulation and terms and conditions of short tender document and Notice for hiring of vehicles, including the Annexure-II are applicable and must be adhered to. While submitting the tender offers, the tenderers will also submit the signed copies of tender document including the terms and conditions and Annexure-II. The envelope containing the tender offer should be super scribed "**short Tender offer for hiring of vehicles** at the top of the envelope and the name, address & Mobile no. at the left corner of the envelope.
- The stipulations and terms and conditions embodied in the tender document will form the part of the agreement.
13. The hired vehicle, 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 Department/Office hiring the vehicles 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. Theowner/ successful tender whose vehicle is hired shall be responsible for all such litigations.
- Salary of Driver, repair and maintenance charge and other cost including taxes (except service tax on hire charge) shall be borne by the successful tenders / Service providers.
14. The hire be paid on monthly basis do 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 & tube, battery etc. will be borne by the bidder.
 15. It shall be the responsibility of the bidders to provide good drivers.
 16. In case of breakdown for reasons whatsoever the replacement of vehicles of the same or better models shall be provided by the owners of the vehicles/successful bidders/tenderer.
 17. In case the vehicles do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicles from another source.
 18. The vehicles shall report for duty for minimum of 25 days in a month.

19. In case of emergency, the drivers will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
20. 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 advance payment will be made.
21. The vehicles shall not be more than 3 years old from the initial registration and it should also be good running condition during the period of contract.
22. If the services are not required or found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
23. In case the service provider, it intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one notice before such withdrawal of service and termination of agreement.
24. If the bidder/ tenderer violates any of terms of contract, Government shall forfeit the entire amount of security deposit.
25. The successful tenders will have to execute and sign the agreement with the concerned/ respective heads of office who will be approving authority and will control the movement of the respective vehicles and pay the monthly hire charges and the reimbursement of Diesel / Lubricants as per terms and conditions and stipulations of this tender by observing the required official formalities.
26. Modifications, if any in the short Tender document or terms and condition, will be notices only on the website where their tender document has been uploaded. The tender inviting authority reserves the right to modify / cancel the terms and condition of tender without assigning any reasons there of before the last date of submission of tender document.
27. GST Registration & GeM Registration are compulsory for any service provider to provide hired vehicles.


Divisional Forest officer,
Jeypore KL Division

