



OFFICE OF THE TAHASILDAR, MACHAKUND AT LAMTAPUT

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No. 584 /XXX-1/2025

Dated 03 /03/2025

QUOTATION CALL NOTICE

Sealed quotations are invited from interested reputed Travel Agencies / Tour operators or private individuals for providing 01 No. of AC Diesel/Petrol (preferable BS-IV compliant Petrol Vehicle) driven vehicle (TUV300/Bolero) having sitting capacity not more than ten including driver, which shall confirm to the Terms & Conditions (Annexure-I & II) for official use in Tahasildar, Machkund, At-Lamtaput on monthly rent basis.

(A) Terms and Condition for Bidding (Annexure-I)

- 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) A sum of **₹5000/-** shall be deposited by the intending bidders in shape of account Payee Bank Draft drawn in favour of the **Tahasildar, Machkund, At-Lamtaput** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
- 6) The vehicle must achieve minimum a fuel efficiency of 10 KMs per litre.
- 7) The details of the make and year of Manufacture of the Vehicle, Registration No., Mileage (K.Ms 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 & to be furnished with the Quotation. (Annexure-III)
- 8) The completed Quotation in all respect should reach the undersigned on or before 20.03.2025 by 02.00 P.M. through Regd. Post/Speed post only and shall be opened on the same day at 04.00 P.M. in presence of the bidders or their authorized representatives.
- 9) The application form of Quotation containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc. will be available with Tahasildar, Machkund, At-Lamtaput on payment of Rs.100/- (Rupees **One hundred**) only from 04.03.2025 to 19.03.2025 (Only within working hours 10.00 A.M. to 04.00 P.M. in working days). The quotation paper reached after 2.00 PM of 20.03.2025 will not be accepted.
- 10) The undersigned reserves the right to reject all or any /quotation/tender without assigning any reason thereof.
- 11) The sealed quotation should be super-scribed "**Quotation for providing vehicle on hire basis**".

Seal & Signature of Quotation/
Tender Calling Authority
Tahasildar, Machkund

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Memo No. 585 /2025

Dated 03 /03 /2025

Copy submitted to the Addl. District Magistrate, Koraput /Sub-Collector, Koraput/District Social Welfare Officer, Koraput for favour of kind information.


03/3/25
Tahasildar, Machkund, At-Lamtaput
Tahasildar, Machhkund
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Memo No. 586 /2025

Dated 03 /03 /2025

Copy along with tender call Notice to DIO, NIC, Koraput for information with a request to upload the quotation call notice in District website by 04.03.2025.


03/3/25
Tahasildar, Machkund, At-Lamtaput
Tahasildar, Machhkund
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Memo No. 587 /2025

Dated 03 /03 /2025

Copy submitted to All Block Development Officers, All Tahasildars and All CDPO's of Koraput District for favour of kind information and with a request to affix it in notice board for wide publicity.

Copy to this office Notice Board for wide publicity.


03/3/25
Tahasildar, Machkund, At-Lamtaput
Tahasildar, Machhkund
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(B) Terms & Conditions For Hiring Of Vehicles (Annexure-II)

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, 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 any manner whatsoever. The owner of the vehicle shall be responsible for all such litigation.
2. The hire charges inclusive of taxes are to be paid on monthly basis. The maximum monthly hire charges, excluding taxes is **@31,000.00 (Rupees Thirty one Thousand)** only.
3. The hire charges to be paid 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.
4. 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.
5. 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.
6. 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.
7. The vehicles 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 also on holidays, if required.
8. In case of emergency, the driver will have to report for duty as per there requirement of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.


Tahasildar, Machhkund
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12. 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
14. The Authorized letters if any to be enclosed in the tender with due attestation.
15. No advance payment will be made to the party after acceptance of the tender or execution of order.
16. Tenure of the hire agreement will be one year subject to annual renewal on satisfactory performance.
17. The Travel Agencies / Tour operators or private individual must be registered under CGST/SGST Act.

03/7/25
Tahasildar, Machkund, At-Lamtaput
Tahasildar, Machhkund
