

# ଆଞ୍ଚଳିକ ପରିବହନ କାର୍ଯ୍ୟାଳୟ, ବାଲେଶ୍ଵର

No. 1036/RTO Date- 16.03.2021

ଆଞ୍ଚଳିକ ପରିବହନ କାର୍ଯ୍ୟାଳୟ ଅଧିକାରୀ କିମ୍ବା କାର୍ଯ୍ୟାଳୟରେ ଘରୋଇ ମଟର ଯାନ  
ଭଡାରେ ବ୍ୟବହାର ସକାଶ ଟେଣ୍ଡର ପାଇଁ ବିଜ୍ଞାପନ ଆହ୍ଵାନ

\*\*\*\*\*

Sealed quotations/ tenders are invited from **interested** reputed Travel Agencies/Tour Operators or private individuals having GST Registration for providing 04 nos. **of Non A/C** Diesel driven vehicle (Mahindra Bolero/TUV300/ERTIGA) having **sitting** capacity not more than ten including driver, which shall conform to the Terms and conditions (**Annexure-I**) for Official use in **Regional Transport Office, Balasore**, on monthly rent basis:

- 1) The vehicle must be in Road Worthy condition, shall not be older than 3 years 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 of vehicle.
- 2) The Driver of the vehicle must have a valid Driving License for driving light motor 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 **Rs.5000-** (Rupees Five thousand) **only shall** be deposited by the intending bidders in shape of Account **Payee** Bank Draft **drawn in favour of** the **Regional Transport Officer, Balasore** 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 & lubricants**). **Monthly Hire charges should not exceed Rs 31000/-**. The fuel and lubricants would be reimbursed separately over & above the hire charges basing on actual consumption.
- 6) The Vehicle must achieve a fuel efficiency of 10 (Ten Kms per litre).
- 7) The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per litre) and name of 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-II**).

8) The Quotation completed in all respect should be deposited in the Regional Transport Office, Balasore on or before dated: 30.03.2021 by 02:00 P.M. and shall be opened on dated 30.03.2021 At 04:30 P.M in the office of the Regional Transport Office, Balasore in the presence of the bidders or their authorized representatives.



Regional Transport Officer  
Balasore.

Memo No. 1037/RTO

Dated. 16.03.2021

Copy to Addl. Commissioner Transport (Tech), STA, Odisha, Cuttack for favour of kind information and necessary action.

Copy to Notice Board for general information.



Regional Transport Officer  
Balasore.

## TERMS AND 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 the 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 in any manner whatsoever. The hirer shall not be responsible for all such litigation.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel & lubricants, 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. Repair and maintenance charges and other operating **cost** including taxes (except Service Tax on hire charges) would be borne by the Service Provider/Owner.
- 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 25 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 charge and reimbursements towards cost of diesel (as per actual) and lubricants (as per Government norms) of selected bidder, will be **paid in every succeeding month, as far as** possible within 15 (fifteen) days of the submission of bills by the service provider and no advance payment will be made.
9. The vehicle shall not be more than 3 (three) years old from the initial registration and also in good running condition during the period of contract,
10. If the services are not found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Regional Transport Officer  
Balasore

**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 the **vehicle**:-
- 7) Fitness Certificate Validity:-
- 8) **Permit Validity**:-
- 9) Insurance Validity:-
- 10) Name /Address of the Driver:-
- 11) **D.L. No. &** Validity of the Driver:-
- 12) Proposed hire Charge of the vehicle per **month excluding fuel** cost and service **Tax**:-
- 13) Rate of fuel consumption | Mileage per litre:-
- 14) Contract Number of the Service Provider (Tenderer / **Quotationer**):  
**Mobile No.** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_

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

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