

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: BALASORE  
(NIZARAT SECTION)  
(QUOTATION CALL NOTICE)

No. 1664 /Niz. Date: 24/02/2022

Sealed quotations are invited from interested service providers for providing one no of AC BS-IV compliant Petrol driven vehicles (Commercial) which shall conforms to the terms & conditions(Annexure-II) for official use of ADM, Balasore on monthly hire basis.

- 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, valid contract carriage permit, proof of up to date tax payment etc. Which are mandatory for playing vehicle.
- 2) The driver of the vehicle must have a valid commercial driving licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- 3) The driver should be well behaved, gentle & obedient in nature.
- 4) A sum of ₹5,000/- shall be deposited by the intending bidders in shape of account payee bank draft drawn in favour of the Establishment Officer, Collectorate, Balasore and submitted along with the tender as security deposit. After completion of quotation/tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charges & fuel efficiency of the vehicles are given below:

Sl. No.	Type of vehicles to be hired	Maximum hire charges per month excluding fuel cost	Minimum Average mileage in KMs per litre.
1	Tiago/Bolt/Celerio	₹20,000/-	17
2	TUV300/Bolero/Sumo Gold/Ertiga	₹31,000/-	10

(contnd-----on page-2)

- 6) The details of the make & year of manufacture of the vehicle, registration number, mileage(KMs covered per litre) and name of the driver with driving licence number & prior validity should be specifically provided in the general bid information to be furnished with the quotation/tender(Annexure-III).
- 7) The quotation completed in all respect should reach the undersigned on or before 10/03/2022 by 12.00 PM and shall opened on same day at 4.00 PM presence of bidders or their authorised representatives.
- 8) The application form of quotation/tender containing general bid information & terms condition for hiring of vehicles etc will be available in the district website [www.baleswar.nic.in](http://www.baleswar.nic.in) from 25/02/22 to 10/03/2022
- 9) The authority reserves the right to reject all or any of the quotations without assigning any reason thereof.

  
Addl. District Magistrate,  
Balasore.  
24/2/22  
Addl District Magistrate  
Balasore


Memo No. 1665 /Niz. Date: 24/02/22

Copy to PD, DRDA, Balasore/All Sub-Collectors/ All tahasildars/All BDOs of Balasore District/Executive Officer Balasore Municipality/DPO, Balasore/DWO, Balasore/DSWO, Balasore/DIPRO, Balasore/RTO, Balasore for information. They are requested to display the same in his/her notice board for wide circulation.

  
Addl. District Magistrate,  
Balasore.  
24/2/22  
Addl District Magistrate  
Balasore

Memo No. 1666 /Niz. Date: 24/02/22

Copy to District Information Officer, National Informatics Centre, Balasore for information & necessary action. He is requested to upload the quotation call notice along with Annexure-II & III of the tender call in the district website for wide publication.


  
Addl. District Magistrate,  
Balasore.  
24/2/22  
Addl District Magistrate  
Balasore

Annexure - IITERMS & 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 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 hirer shall 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~~<sup>Petrol</sup>, 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.
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 charges and reimbursements towards cost of ~~diesel~~<sup>Petrol</sup> (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.

9. 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.
10. If the services are 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.

  
Signature of 24/2/22  
Quotation/Tender Calling Authority  
Addl District Magistrate,  
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 vehicle : -
- 7) Fitness Certificate validity : -
- 8) Permit validity : -
- 9) Insurance validity : -
- 10) Name / Address of the Driver : -
- 11) D.L. No. & Validity of the D.L. of the Driver-
- 12) Proposed hire Charge of the vehicle per month excluding fuel cost:
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tenderer/Quotationer)  
Mobile ..... Telephone.....

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

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