

DISTRICT OFFICE, BALASORE
(District Child Protection Unit)
Notice no. 437 /DCPU; Date:- 12.09.2022

(QUOTATION/TENDER CALL NOTICE)

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 (One) no's of Non AC/AC Diesel/Petrol driven vehicles having sitting capacity not more than ten including driver, which shall conform to the Terms and conditions (Annexure- II) for official use in District Child Protection Unit 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, Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. which are mandatory for playing of 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 preferably from local Area of Balasore.
4. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of District Child Protection Unit, Balasore and submitted along with the quotation call/tender process, the amount will be refunded to the unsuccessful bidders.
5. The monthly rate of hire charge will be maximum of Rs. 31000/- or less (excluding fuel and lubricants cost)
6. The vehicle must achieve a fuel efficiency minimum of 10 (ten)kms per litre or more.
7. The details of the making and year of manufacture of the vehicle, registration no., mileage (kms covered per litre) 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/Tender (Annexure-III)
8. The Quotation completed in all respect should reach the undersigned on or before **20.09.2022 by 5.30 p.m** and shall be opened on dated **21.09.2022 at 11 a.m** in presence of the bidders or their authorized representatives.
9. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in the District Child Protection Unit, Collectorate, Balasore on payment of Rs. 100/-

The authority reserves the right to reject all or any of the quotations with out assigning any reasons thereof.



District Child Protection Officer
District Child Protection Unit, Balasore

Memo No. 438 /DCPU/Dated:- 12.09.2022

Copy to the P.A of Collector, Balasore & Steno to ADM for kind Information and necessary action.
Copy to the Office notice Board for wider publication.



District Child Protection Officer
District Child Protection Unit, Balasore

Annexure - II**TERMS & 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, 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 (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(three) years old from the date of initial Registration and also on 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 service 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 the agreement.
12. If the bidder violates any of the terms of the contract, the authority shall forfeit the entire amount of security deposits.
13. The driver should be permanent which valid DL had produce in the bidding document. The driver can not change frequently by the owner.
14. The vehicle must be provided bearing the Same Registration no. and Model as per the bidding document provided at the time of Tender Process.
15. It will be ensured through Service Providers of hired vehicles that the vehicles are kept under optimum running condition and avoid accidents attributable to lack of maintenance/wpkeep. The hired vehicles cannot be used for any private/commercial purpose beyond office hours or during holidays.
16. The hiring may be discontinued immediately, when the vehicles are no longer required for offices.
17. GST registration and GEM registration are compulsory for any Service Provider to provide hired vehicles to Government offices through GEM or through open bidding.


District Child Protection Officer
District Child Protection Unit, Balasore

Annexure - IIIGENERAL 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**