

Annexure – I
Standard Bidding Document
Government of Odisha

OFFICE OF THE CDPO, BHOGRAI, BALASORE

NO. 193 /DATE:- 28.03.2023

QUOTATION/TENDER CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or Private individuals for providing 01 Nos. of Diesel Driven Bolero vehicle having sitting capacity not more than ten including Driver, which shall confirm to the Terms and conditions(Annexures-II) for use in **CDPO Office , Bhograi** on Monthly rent 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 plying 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.
4. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the CDPO, Bhograi 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 be a commercial Number and achieve a fuel efficiency of 10 KMs per litter (as per finance Department office Memorandum No. 30464/F dated. 06.09.2019.)
7. The details of the make and year of manufacture of the vehicle registration No. Mileage (KMs covered per litter) 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 11.04.2023 by 5 P.M. shall be opened on the date 12.04.2023 at 4 P.M. in the office of the Sub-Collector, Balasore in presence of the bidders or their authorized representatives.

9. The application form of Quotation / Tender containing general Bid information & Term and Conditions of Hiring of Vehicles etc. will be available with CDPO, Bhograi on payment of Rs. 100/- from 28.04.2023 to 11.04.2023 or can be downloaded from district website www.balasore.nic.in from 28.04.2023 to 11.04.2023. In case the application form downloaded from district website , the applicant shall furnish a demand draft for an amount of Rs. 100/- (Rupees One Hundred) Only towards the cost of application along with application.
10. Hiring of the Vehicle may be undertaken at the rate of 2.5 lakh per Vehicle per year (as per actual or the maximum ceiling limit whichever is lowest). No expenditure beyond the ceiling is permissible.
11. The present hiring of Vehicles has been allowed only for the period mentioned above on basis of approval of Government of India in their Letter No. 9-3/2008-CD-III, dtd. 03.06.2013.


Child Development Officer
Bhograi, Balasore

Memo No. 194 /Dt. 28.03.2023

Copy submitted to the Sub-Collector, Balasore/ DSWO, Balasore for favour of kind information and necessary action.

Copy submitted to Block Development Office , Bhograi/ Tahasildar, Bhograi/ Sub-Registrar, Bhograi with a request to display the copy of the quotation in their Office notice board for wide publication.

Copy to Notice Board.


Child Development Officer
Bhograi, Balasore

Memo No. 195 / Dt. 28.03.2023

Copy submitted to the District information , NIC, Balasore for favour of kind information and necessary action. He is request to upload the Quotation call Notice in the Dist. Website for wide publicity.


Child Development Officer
Bhograi, Balasore

ANNEXURE-II

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 basis.

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as-valid Registration Certificates, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. / and DL of the driver available all the times. The Department / Office hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicle 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 hire shall be responsible for all such litigations.
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 the vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
5. In case of vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for duty for minimum of 25days in a month.
7. In case of emergency the driver will have to report for duty as per the requirement of the Hirer. No extra payment shall be demanded.
8. 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 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 form 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 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.
13. The agreement is valid for 1 year from the date of agreement.

GENERAL INFORMATION FOR HIRING VEHICLES

- i. Registration No. of the Vehicle. :-
- ii. Type of Vehicle (AC/Non AC). :-
- iii. Year of Manufacture. :-
- iv. Model. :-
- v. Date of registration. :-
- vi. Name & complete address of the owner of vehicle. :-

- vii. Fitness Certificate validity. :-
- viii. Permit validity. :-
- ix. Insurance validity. :-
- x. Name / Address of the Driver. :-

- xi. D.L. No. & validity of D.L. of the Driver:-
- xii. Proposed hire charge of the vehicle per month excluding fuel cost. :-
- xiii. Rate of fuel consumption/Mileage per litre. :-
- xiv. Contact 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