

**GOVERNMENT OF ODISHA,  
OFFICE OF THE PROJECT DIRECTOR, ATMA, BALASORE  
QUATATION/TENDER CALL**

NOTICE NO 111 ATMA, DATED. 22/05/2023

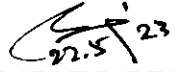
Sealed quotations/tenders are invited from interested Travel agencies/tour operators or private individuals for providing 01 (One) no. of AC Petrol/Diesel driven vehicle (Tiago / Bolt / Celerio / Swift Dzire) as per term & CONDITONS (Annexure-II) for official activities on monthly basis.

1. The vehicle must be in road worthy condition, shall not more than 02 (two) years from the date of initial registration & must have valid Registration Certificate, Insurance, Fitness certificate, Proof of up to date tax payment & Commercial etc. Which are mandatory for plying of vehicle.
2. The driver of the vehicle must be have valid driving license for driving light transport passenger vehicle & should be sufficiently experienced in driving.
3. The driver should be well behaved, gentle & obedient in nature. He should remain alert 24 hours to drive the vehicle as and when required.
4. A sum of Rs.5000/- should be deposited by the intending bidders in shape of A/C payee Bank Draft drawn in favour of Project Director, **ATMA**, Balasore & submitted along with the tender as security deposit . After completion of tender process, the amount will be refunded to unsuccessful bidder.
5. The monthly rate of hire charge will be maximum of Rs. 20,000/- or less (excluding diesel cost & Lubricants).
6. The vehicle must be achieved a fuel efficiency **of 17 (Seventeen) Kms.per liter.**
7. The details of the make & Year of the manufacture of the vehicle, registration no. mileage (Kms covered /Ltr) & name of the driver with driving License No and period of validity should be specially provided in the general bid information o be furnished with the Quotation/Tender (Annexure-II).
8. The Quotation completed in all respect should be received through "Registered Post/Speed Post only on or before 30.05.2023 by 11.30am and shall be opened on the same day at 12.30 pm in the office chamber of CDAO, Balasore of the undersigned in presence of the bidders or their authorized representatives.
9. The owner shall make the payment to the driver towards his wages and all other dues.
10. The authority reserves the right to accept or reject all the tenders without assigning any reason whatever.
11. The details terms & conditions of engagement of the vehicle on the hire basis may be referred in letter No.30467 dated.06.09.2019.

*The authority reserves the right to reject all or any of the quotations without assigning any reason thereof.*

  
PROJECT DIRECTOR,  
ATMA, BALASORE.

Memo No. 112 / Agril. Dated. 22/5/2023  
Copy submitted to the CDO-cum-EO, Zilla Parishad, Balasore/ All sub-Collectors/All Tahasildars/All BDOs of Balasore District/ Executive Officer, Balasore Municipality /Deputy –Collector, Nizarat section, Collectorate, Balasore / DPO, Balasore / DWO, Balasore / DSWO, Balasore / DIPRO, Balasore/ RTO, Balasore with request to display the notice in their Notice Board for wide Publication.

  
PROJECT DIRECTOR,  
ATMA, BALASORE

Memo No. 113 / Agril. Dated. 22/05/2023.  
Copy submitted to the District Informatics Officer, National Information Centre, Balasore with a request for uploading of the Quotation/ Tender Call Notice along with Annexure-II and III of the Tender call in the District website for wide publication.

  
PROJECT DIRECTOR,  
ATMA, BALASORE

**TERMS & CONDITIONS FOR HIRING OF VEHICLES.**

1. The following terms & conditions must be fulfilled by the successful bidder for providing a vehicle on hire & monthly rent basis. The hired vehicles, during period of contract shall have all necessary valid MV documents such as:- Valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid commercial permit, Proof of update tax payment etc & D/L of the driver available all 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 fuel (POL) which is to be paid separately basing on the actual consumption & lubricants as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating Oil of Engine, Gear box and differential Coolant, Tires and Tubes, battery etc. will be borne by the bidder.
3. It shall be 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 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 the other source.
6. The vehicle 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 requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of Petrol (as per actual) and lubricants (as per Government norms) of selected bidder will be paid in every succeeding month, as per as possible within 15 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 **02 (two) year** 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 be given 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 to grant one month notice before such withdrawal of service and terminate the agreement.
12. If the bidder violets any of the terms of Contract, Government shall forfeit the entire amount of security deposit.

  
PROJECT DIRECTOR,  
ATMA, 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 /Quatationer)  
Mobile ..... Telephone.....

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

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