



**OFFICE OF THE PANCHAYAT SAMITI, KHAIRA, BALASORE**  
**e-Mail- ori-khaira@nic.in**

Quotation Call Notice No:- 3463

Dt :- 14/8/23

Last Date- on or before 12.30 PM

Dear Madam/Sir

The Panchayat Samiti, Khaira, invites Sealed Quotations/tenders are invited from interested reputed Travel agencies/Tour Operators or private individuals are providing 1(one) nos of AC Diesel driven vehicle having sitting capacity not more than ten including driver, .The Quotation/s complete in all respect adhering to the conform terms and conditions (Annexure-II) for office use in Office of the Panchayat samiti, Khaira.

**TERMS & CONDITIONS-(Annexure-I)**

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 RC, 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 licence for driving light transport passenger vehicle and should be sufficiently experienced in 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 intending bidders in shape of account Payee Bank Draft drawn in favour of the BDO, Khaira and submitted along with 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 achieve a fuel efficiency of 10 KMs per litter.
7. The details of the make and year of manufacture of the vehicles, registration no., millage (KMs covered per litter) and name of the driver with driving licence No. and period of validity should be specifically provided in the general bid information to be furnished with Quotation/Tender (Annexure-III).
8. The Quotation completed in all respect should reach the undersigned on or before date 23/8/23 by 12.30 p.m. and shall be opened on the same day at 1 p.m. in presence of bidders or their authorized representatives.
9. The application form of quotation/tender containing General Bid information & Terms and condition for Hiring Vehicles etc. will be available with office of the panchayat samiti, Khaira on payment of Rs.2000/- from 12/8/23 to 22/8/23 towards the cost of application along with the application which will be non-refundable.

Block Development Officer,  
Khaira.

Memo No. 3464 Date:- 14/8/23

Copy to the Collector, Balasore/C.D.O.-Cum-E.O., Zila Parishad, Balasore/sub-collector, Balasore, for kind information and necessary action.

Block Development Officer,  
Khaira.

Memo No. 3465 Date:- 14/8/23

Copy to Dist. Informatic Officer, NIC, Balasore, for kind information and necessary action. He is requested to host the quotation in the website for wide publication.

Block Development Officer,  
Khaira.

Memo No. 3466 Date:- 14/8/23

Copy to BEO, Khaira/Tahasildar, Khaira/C.D.P.O, Khaira, Medical officer, Khaira and Notice board, Khaira Panchayat Samiti, for wide circulation and publicity.

Block Development Officer,  
Khaira.

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 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.


  
**Block Development Officer**  
Khalra

18/23

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 ."

  
Block Development Officer  
Khatola  
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