



OFFICE OF THE TAHASILDAR, NILGIRI

Email – tah.nilgiri-od@nic.in Telephone – 06782-233233

Letter No. 3484 /Nz. Date 28/11/23

Quotation /Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators/Private individuals for providing 01nos of AC Petrol/Diesel driven vehicle(TUV300/Bolero) having sitting capacity not more than 07 including driver, which shall conform to the terms and conditions (Annexure-A) for official use in Tahasil Office Nilgiri, Balasore on monthly rent basis:

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of municipal corporations, Shall be registered on GeM platform.
3. 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, pollution certificate, valid contract carriage permit, Proof of up -to- date tax payment etc. Mandatory for plying of vehicle.
4. The Driver of the vehicle must have a valid Driving License of driving light transport passenger vehicle and should be sufficiently experienced in driving transport/ passenger vehicle.
5. The Driver should be well behaved, gentle and obedient in nature.
6. A sum of Rs. 5,000/- shall be deposited by the intending bidders in shape of Account payee bank Draft drawn in favour of the Tahasildar, Nilgiri and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
8. The vehicle must achieve a fuel efficiency of 10 (Ten) KM per liter.
9. The details of the make and year of manufacture of the vehicle, Registration No. mileage (KMs covered per liter) and name of the Driver with Driving license number and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-B).



10. The Quotation completed in all aspect should reach the undersigned on or before 12.12.2023 by 4.00 P.M and shall be opened on the same day at 5 P.M in the office chamber of the undersigned in the presence of bidders or their authorized representatives. If the above stated Tender opening date is happens to be Govt. Holiday/Bandh, the opening of the Sealed Quotation/ Tender will be on the next working day as per the time scheduled.

11. The application form of quotation/tender containing General Bid Information & Terms and Conditions for Hiring of Vehicle etc. is to be downloaded from Balasore NIC website www.baleswar.nic.in from dt.01.12.2023 to dt.12.12.2023. The applicant shall furnish a Demand Draft for an amount of Rs.1000/- (Rupees One thousand) only towards cost of application along with application.

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


Tahasildar, Nilgiri

MeMo No. 3485 /Nz. dtd. 28/11/23

Copy submitted to the Collector and District Magistrate, Balasore/Sub-Collector, Nilgiri/PA, ITDA, Nilgiri/Dy. Collector, Nizarat Section, Collectorate, Balasore/Executive Officer, NAC, Nilgiri/Block Development Officer, Nilgiri/DIPRO, Balasore/SDIPRO, Nilgiri/R.T.O. Balasore with request to display the notice in their Notice Board for wide publication.

Copy to Notice Board of Tahasil Office, Nilgiri.


Tahasildar, Nilgiri

Memo No. 3486 /Nz. dtd. 28/11/23

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- A and B of the Tender call in the District website for wide publication.



Tahasildar, Nilgiri

TERMS AND CONDITIONS

The following terms and conditions must be fulfilled by the successful bidder for providing 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, Pollution Certificate, valid contract carriage permit, Proof of up to date Tax payment etc. and D.L of the Driver available all the times.
2. The Tahsildar, Nilgiri hiring the vehicle shall not be responsible for any damaged/loss caused to hired vehicles or loss of life /injury made to any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid monthly is final but does not include cost of diesel which is to be paid separately basing on actual consumption and lubricant as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, gear Box & different Coolant, Tyres & Tubes, Battery etc. will be borne by the Bidder.
4. It shall be responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
5. 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.
6. In case of the vehicle does not report regularly, the authority will be at liberty to reject the agreement without prior notice.
7. The vehicle shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer/ No extra payment shall be demanded.

9. Monthly hire charges and reimbursement towards cost of diesels (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per possible within fifteen days of the submission of bills by the service providers and no advance payment will be made.
10. The vehicle shall not be more than 3(three) years old from the initial registration and also is good running condition during the period of contract.
11. If the services are found to be unsatisfactory the client should given one month notice and terminate the agreement.
12. 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.
13. If the bidder violate any of the terms of contract, Tahsildar, Nilgiri shall forfeit the entire amount of security deposit.
14. The monthly rate of hire charge is applicable as per letter no. 22924/F dated.14.08.2023 subject to maximum of Rs. 31,000/- (excluding fuel cost).


Tahasildar, Nilgiri

Annexure-B

General Information

SI No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name / Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

Seal & Signature of
Quotationer / Tenderer

