



# Office of the Tahasildar, Bhograi.

## QUATATION CALL NOTICE

No. 1787

Dated. 11.06.2024

Sealed quotation are invited from the interested reputed travel Agencies / Tour operators / private individuals for providing 1 (one) number of A.C. diesel and petrol driven new model of TUV 300 / Bolero / Sumo Gold /Ertiga having sitting capacity not more than ten including driver, which shall confirm to the terms and conditions for official use in the office of the Tahasildar, Bhograi of Balasore District on monthly rent basis for the Financial year 2024-25.

The quotation completed in all respect should reach the undersigned (Tahasildar, Bhograi , AT/PO-Jaleswarpur, PS- Bhograi, Dist-Balasore, Pin-756036) by hand / Speed Post / Regd. Post / Courier on or before **24.06.2024** by **11.30 A.M.** and shall be opened on the same day at **02.30 P.M.** in presence of the bidders or their authorized representatives. The undersigned reserves the right to cancel the quotation without assigning any reason thereof.

### TERMS & CONDITIONS FOR HIRING OF VEHICLE

The following terms and conditions along with different features mention in the Finance deptt. office Memorendum No.3046/F Date-06.09.2019 & 29819/F dt.30.11.22 & 22924/F DT.14.08.23 of Govt. of Odisha must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The maximum hiring charges in respect of different kinds of hired vehicles are re-fixed with mileage as tabled below:

Sl. No	Category of offices	Vehicles	Maximum hire charges per month excluding taxes (in Rs.)	Minimum Average Mileage (in KM/Lit)
1	2	3	4	5
01	Blocks / Tahasils and other field offices	TUV 300 / Bolero / Sumo Gold / Ertiga etc	Rs.31,000/-	10

**Note-1:** The model of vehicles in column-3 above indicative. Vehicles of similar model and segment, having the same mileage and hiring charges, can be engaged.

**Note-2:** Only those HoDs, who do not have an earmarked vehicle and have to perform extensive tours, will also be allowed to hire a vehicle at par with Collectors/Superintendent of Police on case- to- case basis with concurrence of Finance Department.

**Note-3:** The mileage, as prescribed above, shall also be applicable for equivalent model of Government Vehicles.

2. The hired vehicle must be road worthy condition and shall not be more than 3 years old from the date of initial registration. During the period of agreement / contract the vehicle shall have all necessary valid MV documents such as valid registration Certificate, Insurance Certificate, up to date pollution 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 vehicle or loss of life / injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The Bidder shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final, which does not include cost of diesel & the hire charges 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 Vehicle owner / Bidder.
4. It shall be the responsibility of the Bidder to provide a well behaved, gentle and obedient good driver and the salary of the Driver shall be borne by the vehicle owner / Bidder.
5. In case of break down for any reason whatsoever, the replacement of vehicle of the same or better Model shall be provided by the owner of the vehicle / Bidder.
6. In case of vehicle do not report regularly, the Authority will be at liberty to rejection of the agreement and may engage vehicle from other sources.
7. In case of emergency, the driver will have to report for duty as per the requirement of hire. No extra payment shall be demanded.
8. Monthly hire charges & reimbursements towards cost of diesel ( as per actual) & lubricants (as per Govt. norms) of selected Bidder will be paid in every succeeding month as far as possible within 15 days of submission of bills by the service provider and no advance payment will be made.
9. The vehicle must achieve a fuel efficiency of 10 km per liter or more.
10. 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, Bhograi, Balasore and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
11. The monthly rate of hire charges is quoted separately in the general bid information (excluding fuel).
12. If the services are found to be un-satisfactory, the Authority will give one month notice & terminate the agreement.
13. 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 agreement.
14. The application form of quotation / tender containing general bid information & term and conditions for Hireing of vehicles etc. will be available with Tahasil Office Bhograi on payment of Rs.100/- from 10 AM to 5.30 PM every day except official holiday. The applicant shall furnish in the prescribed format alongwith Demand draft for an amount of Rs.100/- in favour of Tahasildar, Bhograi towards the cost of application fees with the

- application if, the applicant download the application form from the Govt. website ([www.Odisha.gov.in](http://www.Odisha.gov.in)). The application is attached with this notice for reference.
15. If the Bidder violates any of the terms of contract, Govt. shall forfeit the entire amount of security deposit.
16. The vehicle shall report for duty for minimum of 25 days in a month and whenever the Authority called for any emergency.

Tahasildar, Bhograi

TAHASIL DAR  
BHOGRAI

Memo No. 1728

Dated. 11.06.2024

Copy to the Additional District Magistrate, Balasore for wide publication.  
Copy to the Sub-Collector, Balasore / Dy. Collector, Nizarat, Collectorate, Balasore / All B.D.O.s / All Tahasildars of this District and they are requested to publish in their Notice Board for wide publication.

Copy to DIO NIC, Balasore for the publication in the official website.

Copy to Notice Board of Tahasil Office, Bhograi.

Tahasildar, Bhograi

TAHASIL DAR  
BHOGRAI