

# OFFICE OF THE TAHASILDAR, NAYAGARH

No. 3138 /Nizarat Date- 27/08/2018

## QUOTATION/TENDER CALL NOTICE

Sealed quotation/Tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individual for providing **one no of AC diesel driven white colour Bolero** having seating capacity not more than seven including driver, which shall confirm the terms and conditions (**Annexure-I**) for Official user in Tahasil Office, Nayagarh under Revenue and disaster Management Deptt. on monthly rent basis.

1. The vehicle must be in Road worthy condition/shall not be more than 3 months old from the date of initial registration in white colour 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/- (Rupees Five Thousand)** only shall be deposited by the intending bidders in shape of Account payee bank draft drawn in favour of the **Tahasildar, Nayagarh** 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 rent of hire charge be quoted separately in the general bid information (Excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of **12 Kms** per liter.
7. 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- II**).
8. The quotation completed in all respect should reach the undersigned on or before **11.09.2018 by 5 p.m.** and shall be opened on the next day i.e. **12.09.2018 at 11 am** in the presence of the bidder or their authorized representatives.
9. The application from quotation / Tender containing general bid information and terms and conditions of hiring of vehicle etc will be available in Tahasil Office, Nayagarh on payment of **Rs 100/- ( Rupees One hundred )** only from **27.08.2017 to 11.09.2018** or can be downloaded from District Website ( **nayagarh.nic.in**) from date 27.08.2018 to 11.09.2018. In case the application from is downloaded from District Website, the applicant shall furnish a demand draft for an amount of **Rs 100/-** towards the cost of application along with the application.

  
Seal and Signature of  
Quotation / Tender Calling Authority,  
Tahasildar, Nayagarh

**TERMS & CONDITION 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 hire 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 dies. Which is to be paid separately basing on actual consumption and lubricants as per exiting 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 to 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 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 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 made.
9. The vehicle shall not be more than 3 months old from the initial registration in white colour and also in good running condition during the period of contract.
10. If the service 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
**Seal and Signature of  
Quotation / Tender Calling Authority,**

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of the 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 liter :-
- 14) Contract number of the Service provide (Tender/Quotationer)

Mobile..... Telephone.....

“ Certified that information submitted above is true to the best of my knowledge and belief”

**Seal and Signature of  
Quotation / Tender Calling Authority,**