

DISTRICT RURAL DEVELOPMENT AGENCY, NAYAGARH

SHORT QUOTATION CALL NOTICE

No. 1402 Dated 26.04.2021

Sealed quotations are invited from the interested registered Travel Agencies /Tour Operator or Individuals having valid PAN & GST for providing one SCORPIO/ CRETA/ MAHINDRA MARAZZO vehicle which shall conform to the terms and conditions for official use by Collector & District Magistrate, Nayagarh under Rural Housing Scheme on monthly basis.

The detailed quotation shall be received by the Office of the Project Director, DRDA, Nayagarh from Dated. 27.04.2021 to 10.05.2021 (till 08.00 AM). The Sealed Quotation should be sent only through Speed Post or Registered Post up to 10.05.2021 by 08.00 AM & the same will be opened at 08.30 AM. on 10.05.2021 at the O/o PD, DRDA, Nayagarh.

The quotation received beyond the scheduled date & time shall be rejected. Bidders are requested to send their Quotation in sealed envelop superscribed as "Quotation for Hiring of Vehicle under Rural Housing Scheme".

The undersigned reserved all the rights to receive or reject any or all quotations without assigning any reasons thereof.

The application form of quotation containing general Bid information & Terms and Conditions for hiring vehicles etc. will be available on Nayagarh Official Website <http://nayagarh.nic.in>.

Project Director
DRDA, Nayagarh

Memo No- 1403 Date- 26.04.2021

Copy forwarded to the Addl. District Magistrate, Nayagarh/ Sub-Collector, Nayagarh/All BDOs/All Tahasildar/All Executive Officers of ULBs/All CDPOs/All District Level Officers of Nayagarh District/All Line Depts. for information and necessary action. They are requested to publish the notice in their notice Boards for wide publicity.

Project Director
DRDA, Nayagarh

Memo No- 1404 Date- 26.04.2021

Copy to DIO- NIC, Nayagarh with a request to publish the quotation notice in District Website for wide publicity.

Project Director
DRDA, Nayagarh

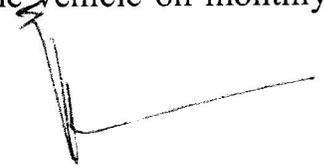
Standard Bidding Document

DISTRICT RURAL DEVELOPMENT AGENCY, NAYAGARH

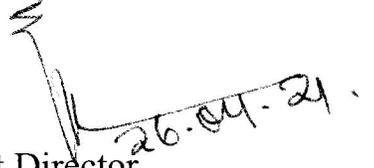
Quotation Call Notice

Sealed quotations are invited from the interested registered Travel Agencies /Tour Operator or Individuals having valid PAN & GST for providing one SCORPIO/ CRETA/ MAHINDRA MARAZZO vehicle which shall conform to the terms and conditions for official use by Collector & District Magistrate, Nayagarh under Rural Housing Scheme on monthly basis.

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, Valid Contract Carriage Permit, proof of up-to-date tax payment etc, which are mandatory.

1. The Driver of the vehicle must have a valid Driving Licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle. The Salary and other expenses of driver should be borne by owner of the vehicle.
 2. The Driver should be well behaved, gentle and obedient in nature.
 3. The monthly rate of hire charge is quoted separately in the General Bid information (excluding fuel and lubricants).
 4. The vehicle must achieve a fuel efficiency of 10 K.M per litre.
 5. TDS calculation as per the govt. norms will be calculated from the hiring charges of the vehicle.
 6. The fuel will be supplied (maximum up to 150 Lit.) by the owner of the vehicle and after submitting bills in original and Log Book. The fuel bill will be reimbursed to the owner of the vehicle on monthly basis along with the hiring charges.
- 

7. The details of the make and year of manufacture of the vehicle, Registration No., mileage (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 the quotation.
8. The quotation completed in all respect should be sent only through Speed Post/Regd Post to O/o- Project Director, DRDA, Nayagarh- 752070 on or before Dt.10.05.2021 by 08.00 AM and shall be opened on Dt.10.05.2021 at 08.30 AM in presence of the Bidders or their Authorised Representatives at O/o DRDA, Nayagarh.
9. The application form of quotation containing general Bid information & Terms and Conditions for hiring vehicles etc. will be available on Nayagarh Official Website <http://nayagarh.nic.in>.
10. The bidder must have a valid GST and PAN.


Project Director
DRDA, Nayagarh

DISTRICT RURAL DEVELOPMENT AGENCY, NAYAGARH

Application for Quotation Call Notice

From:

.....
.....
.....

To

The Project Director,
DRDA, Nayagarh

Sir,

I am submitting the quotation for the supply of following vehicle for use of Collector, Nayagarh towards monitoring & Supervision of Rural Housing Scheme on monthly basis. The details about the terms and condition, vehicle details and driver details are attached in Annexure-I, Annexure-II and Annexure-III (after readings carefully and singed in annexure).

Format for Quotation for Hiring Of Vehicle

Sl. No.	Name and Registration No. Of Vehicle	Proposed Hiring Charge (excluding PoL) per Month in Rupees

Date:

Seal and Signature of Bidder



TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the bidder for providing a vehicle on hire on monthly rent basis:

1. The hired vehicle, 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 and DL of the driver available all the times. The 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. The owner of the vehicle shall be responsible for all such litigation.
2. The hire charges to be paid on monthly basis in final but will not include cost of diesel/petrol, which is to be paid separately on actual consumption & actual bill. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, Gear Box & different coolant, Tyres & Tubes, Battery will be borne by owner of the vehicle.
3. It shall be the responsibility of the owner of the vehicle to provide a good driver and salary to the driver shall be borne by the owner of the vehicle. In case of breakdown for reason whatsoever the replacement of a vehicle shall be provided by the owner of the vehicle.
4. In case of vehicle don't report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
5. In case of emergency, the driver will have to report for duty as per the requirement.
6. Monthly hire charges, reimbursements towards cost of diesel (up to 150 Lit.) will be paid in every succeeding month, as far as possible within 15days of the submission of bills by the the owner of the vehicle after deducting TDS as admissible and no advance payment will be made.

I have read ali terms and condition carefully and agreed to all terms and conditions stipulated above unanimously without any hesitation.

Dt.

Seal and Signature of Bidder

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line extending to the right.

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of the Vehicle :
2. Year of Manufacture :
3. Model :
4. Date of Registration :
5. Name /Address of
the Owner of the Vehicle :

6. Fitness Certificate Validity :
7. Permit Validity :
8. Insurance Validity :
9. Name /Address of the Driver :

10. D.L. No. & Validity of
the Driver :
11. Proposed Hire Charges
(Excluding Fuel) :
12. Mileage per litre :
13. Contact No.
Owner of the Vehicle :
Driver of the Vehicle :
14. GST Number :
15. PAN :

This is to certify that the information submitted above is true to the best of my knowledge and belief.

Dt.

Seal and Signature of Bidder

A handwritten signature in black ink, consisting of a stylized 'S' followed by a long horizontal stroke.

GENERAL INFORMATION OF DRIVER

1. Name /Address of the Driver :

2. Driving Licence No:

3. Validity of Driving Licence:

4. Personal Mobile No.

5. Contact No (in case of Emergency):

This is to certify that the information submitted above is true to the best of my knowledge and belief.

Dt.

Seal and Signature of Bidder

A handwritten signature or mark consisting of a vertical line with a small hook at the top, followed by a horizontal line extending to the right.