

**DISTRICT PLANNING AND MONITORING UNIT, NAYAGARH**

Quotation Call Notice for hiring of Vehicles

No. 1165 / Dtd. 14.11.2022.

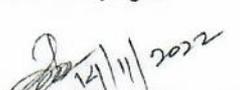
Sealed quotations are invited from interested reputed Travel Agencies / Private individual Owning Vehicles for providing **One no. Diesel driven Vehicle, BS IV Model Minimum**, on monthly rent basis for a period from December 2022 to March 2023 and may be extended as per requirement. The application forms of quotations containing general information vide detail quotations call Notice and terms and conditions of hiring of vehicle (**Annexure I, II, III**) can be obtained from DPMU Nayagarh from **15.11.2022 to 30.11.2022** or can be downloaded from NIC Nayagarh website [www.nayagarh.nic.in](http://www.nayagarh.nic.in) from Dt 15.11.2022 to 30.11.2022. The quotation completed in all respect as per the above referred application forms should reach to the undersigned on or before **30.11.2022 by 2.00 PM** and shall be opened on the same day at **4.00PM** in presence of the bidders or their authorized representatives in the office of the DD, DPMU, Nayagarh (statistic cell).

  
Deputy Director (Planning and Statistics),  
DPMU, Nayagarh

Memo No. 1166 / Dtd. 14.11.2022.

Copy forwarded to the District Informatics Officer, National Informatics Centre, Nayagarh and DI&PRO, Nayagarh with a request for hoisting in the web of NIC Nayagarh and display in the notice board of DIPRO, Nayagarh.

Encl: Anx - I, II, III

  
Deputy Director (Planning and Statistics),  
DPMU, Nayagarh

Memo No. 1167 / Dtd. 14.11.2022.

Copy to Notice Boards of DPMU Nayagarh (Statistic Cell)/ Zillaparishad, /  
Collectorate, Nayagarh

Encl: Anx-I, II, III

  
Deputy Director (Planning and Statistics),  
DPMU, Nayagarh

Government of Odisha  
District Planning and Monitoring Unit, Boudh.

Annexure -1

Quotation Call Notice

Sealed quotation are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing **1 (one) no. of Non AC Diesel** driven vehicle i.e. Bolero, TUV 300/Sumo Gold/Ertiga having seating capacity not less than six and not more than 10 including 1 no. driver, **BS IV Model Vehicle minimum**, which shall confirm to the Terms and conditions (**Annexure II**) for officials use in **District Planning and Monitoring Unit, Nayagarh** on monthly rent basis. In case of non availability of suitable vehicle/not quoted by any quotationer / tenderer, the authority can engage any vehicle within the permissible amount as per Point No.6 mentioned below.

- 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 Registration Certificate, Fitness Certificate, Insurance 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 **Deputy Director (P&S) DPMU, 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 rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The Maximum Hire Charges including Taxes is **Rs 30000(Thirty thousand) only**. The vehicle must achieve a minimum fuel efficiency of **10 KMs per litre**.
- 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 No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation (**Annexure-III**).
- 8) The quotation completed in all respect should reach to the undersigned on or before **30.11.2022 by 2.00PM** and shall be opened on the same day at **4.00PM** in presence of the bidders or their authorized representatives.
- 9) The application form of quotation / tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with DPMU, Nayagarh(statistic cell) on payment of Rs.100/-(Rupees one hundred)only or can be downloaded from NIC Nayagarh website [www.nayagarh.nic.in](http://www.nayagarh.nic.in) from Dt **15.11.2022 to 30.11.2022** . In case the application form is downloaded from NIC website, the applicant shall furnish a Demand Draft for an amount of Rs.100/-(Rupees one hundred) only towards the cost of application alongwith the application favouring Deputy Director (P&S)DPMU,Nayagarh.

Seal & Signature of  
Quotation Calling Authority  
Designation

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 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 etc. and D.L of the driver available all the times . Department /Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicle or loss 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 / petrol, 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. 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.
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 from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, 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.
13. Weightage will be given to higher version of vehicle.
14. The successful Travel Agency / Owner has to furnish a declaration in writing that the Agency / Owner of the vehicle is neither a staff of DPMU nor related to any of the DPMU Employees.
15. The authority reserves the right to terminate the contract at any time during the contract period without assigning the reason thereof with one month notice.

**Signature of Quotation  
Calling Authority**

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GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle:-
  - 2) Types 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 Charges of the vehicle per month including all taxes  
Excluding fuel cost :
  - 13) Rate of fuel consumption / Mileage per liter:-
  - 14) Contact Number of the Service Provider (Quotationer )  
Mobile ..... Telephone .....
- "Certified that the information submitted above is true to the best of my knowledge and belief."
- (NB: Enclose all supported documents for point No.1 to 10.)**

**Seal & Signature of the  
Quotationer**