



Office of the Collector & District Magistrate, Nayagarh
(Emergency Section)

Email ID-deocnayagarh@gmail.com, Ph.No.06753-252978

No. 910 /Emer.,

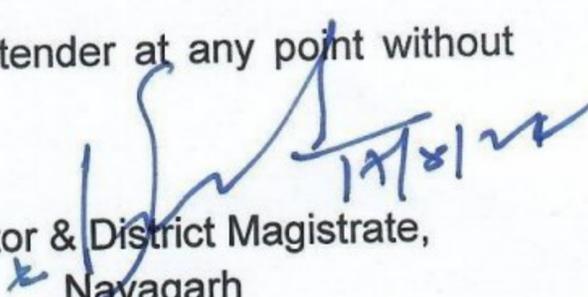
Dt. 17 /08/2024

QUATATION CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one commercial non-AC four wheeler petrol/diesel driven vehicles preferably **Model-TATA Indigo eCs/ Maruti Swift-Dzire** having sitting capacity not more than 05(five) including driver which shall confirm to the terms and conditions (Annexure-II) for official use in District Emergency Operation Centre, Collectorate, Nayagarh for 12 (Twelve) Months on monthly rent basis.

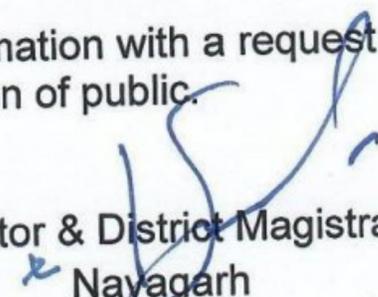
- 1) The travel agencies/ Tour Operators or private individuals shall have a valid GST registration to participate in the tender.
- 2) The vehicle must be in Road Worthy condition, **shall not be more than 2 years old from the date of initial registration** and must have valid commercial Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of update tax payment DL of the driver etc. Which are mandatory for plying of vehicle.
- 3) 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.
- 4) The driver should be well behaved, gentle and obedient in nature without having any criminal antecedents.
- 5) A sum of **Rs.5000/-** shall be deposited by the intending bidders in shape' of Account Payee Bank Draft drawn in favour of the Collector, Nayagarh and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charges be quoted separately in the general bid information which shall not exceed **Rs.20,000/- per month** (excluding fuel lubricants and taxes).
- 7) The Vehicle must achieve a fuel efficiency of **17 Km per Litre**.
- 8) The vehicle with less fuel consumption & lower quoted rate will be selected.

- 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 no. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (**Annexure -III**)
- 10) Last date for submission of the Quotation competed in all respect is **28.08.2024** at **2.00 P.M.** The Quotation shall be submitted to the Office of the Collector & District Magistrate, Nayagarh (Emergency Section) in the enclosed format through **Courier/Regd. Post/Speed Post** only. The envelope containing the Quotation should be super scribed on the top "Sealed Quotation/Tenders for hiring of Petrol/Diesel vehicle of District Emergency Operation Centre, Collectorate, Nayagarh". Bids received beyond the last date/time shall not be accepted. The bid shall be opened on **28.08.2024 at 04.00 P.M** in chamber of the Addl. District Magistrate, (Revenue) Nayagarh. Bidders/their authorized representatives can remain present at the time of opening of the bids.
- 11) The application form of Quotation/Tender containing General Bid Information & Terms and conditions for Hiring of vehicles etc. will be available with Emergency Section, Collectorate, Nayagarh in all working days on payment of **Rs.100/-** (Rupees One Hundred) Only from **14.08.2024 to 28.08.2024** or can be downloaded from District(NIC)Website www.nayagarh.odisha.gov.in from **14.08.2024 to 28.08.2024**. In case the application form is downloaded from District Website, the bidders shall furnish a Demand Draft drawn in favour of the Collector & District Magistrate, Nayagarh for an amount of Rs.100/- (Rupees One Hundred) only towards cost of application charges.
- 12) The undersigned reserves the right to cancel the tender at any point without citing any reason thereof.


Collector & District Magistrate,
Nayagarh

Memo. No. 911 / Emer., dt. 17 /08/2024.

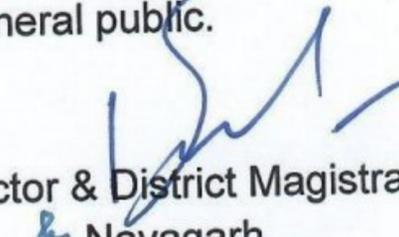
Copy forwarded to the DIO, NIC Nayagarh for information with a request to hoist the quotation in the District NIC Website for wide publication of public.


Collector & District Magistrate,
Nayagarh

Memo. No. 912 / Emer., dt. 17 /08/2024.

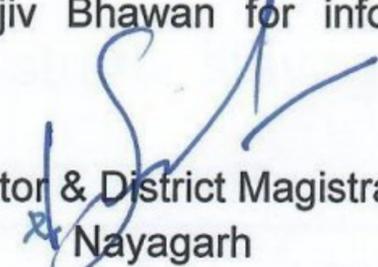
Copy to the Notice Board of the Collectorate, Nayagarh and A.D.M,(General) Nayagarh for information of public.

Copy forwarded to the CDO-cum-EO, Zilla Parishad, Nayagarh/ Sub-Collector, Nayagarh/ R.T.O., Nayagarh/ All District Level Officers / All BDOs /All Tahasidars/ All EO of ULBs of Nayagarh district for information with request to display the Quotation Call Notice in their Notice Board for wide publication of general public.


Collector & District Magistrate,
Nayagarh

Memo No. 913 / Emer., dt. 17 /08/2024.

Copy submitted to the Special Relief Commissioner & Additional Chief Secretary to Govt. R&DM Deptt. (Disaster Management) Odisha, Rajiv Bhawan for information & necessary action.


Collector & District Magistrate,
Nayagarh

TERMS & CONDITIONS FOR HIRING 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. The Department /Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicles or losses of life/injury made to any manner or damage to any property on account of use of hired vehicle any manner whatsoever. The vehicle owner 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, which is to be paid separately basing on actual on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts and Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
3. It shall be 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.
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 vehicle 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 far 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 2 years old from the initial registration and also in good running condition during the period of contact.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. In case of 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.