

COLLECTORATE:MALKANGIRI

(I&PR SECTION)

No. 270 / DIPRO., Dated 19-06-23

Quotation / Tender Call Notice

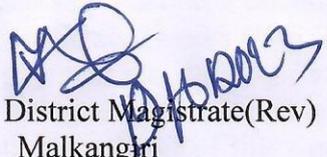
In pursuance to the O. M. No.30464/F., Dated 06.09.2019 of Finance Department, Odisha and as per permission vide Letter No. 6846 Dated 08.05.2023 of Govt. in Information and Public Relations Department, sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing **01 (One)** No. of Petrol driven vehicles named as Tiago/Bolt/Celerio (as per the table below) for this Office having sitting capacity not more than 08 including driver, which shall conform to the Terms and conditions (Annexure-II) for official use in DIPRO Office, Malkangiri on monthly rent basis:

TABLE

Sl No.	Type of Vehicle	Maximum hire charges per month excluding taxes	Minimum average mileage in Kms per Liter
1	2	3	4
1	Tiago/Bolt/Celerio	Rs.20000/-	17

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, 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 District Information and Public Relations Office, Malkangiri and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders. The cover should be superscribed as "Quotation / Tender for vehicle".
5. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants). Service Tax would be reimbursed separately over and above the hire charges.
6. The Vehicle must achieve a fuel efficiency of **17 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 No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation / Tender (Annexure -III).
8. The Quotation completed in all respect should reach in the office of the DIPRO Malkangiri on or before 03 .07.2023 by **1.00 P.M.** and shall be opened on **Dated 04, 07.2023 at 10.30 A.M.** 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 District Information and Public Relations Office, Malkangiri on payment of Rs.100/- up to 30.07.2023 or can be downloaded from Malkangiri district website www.malkangiri.nic.in up to 01.07.2023. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees One Hundred) only in favour of DIPRO, Malkangiri towards the cost of application along-with the application.


Additional District Magistrate(Rev)
Malkangiri

Memo No. 271 / Ex.,

Dated 19.06.2023

Copy to CDO-Cum-EO, Zilla Parisha/Sub-Collector/PA,ITDA with a request to affix it in their notice Board for wide publicity

Copy forwarded to all Tahsildars / Block Development Officers of Malkangiri District for information and necessary action. They are requested to affix it in their Notice Board for wide publicity.

Copy forwarded to the D.I.O., N.I.C., Malkangiri for information and necessary action. He is requested to upload the same in the district website.

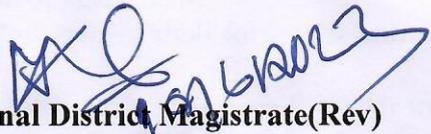
Copy to the Notice Board of Collectorate, Malkangiri for information of the general public.


Additional District Magistrate(Rev)
Malkangiri

Memo No. 272 / DIPRO,MKG.,

Dated 19.6.2023

Copy submitted to Under Secretary to Govt. Inf. &P.R. Department, Odisha, Bhubaneswar for kind information and necessary action.


Additional District Magistrate(Rev)
Malkangiri

Annexure – II
TERMS & CONDITIONS FOR HIRING OF VEHICLES

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

1. The hired vehicles during of contract shall have all necessary valid MV documents such as :- Valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract carriage Permit, proof 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 loss of life / injury made to any person (s) 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. 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, Tyers & 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.
5. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle for 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 reimbursement towards cost of 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 old from the initial registration and also in good running condition during the period of contract. Preference will be given to new vehicle.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. In case the service provider intends to withdrawn the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of services and termination of agreement.
12. If the bidder violates any of the terms contract, Government shall forfeit the entire amount of security deposit.
13. GST registration and GeM registration are compulsory for any Service Provider to provide hired vehicles to Government offices through GeM or through open bidding.


Additional District Magistrate (Rev)
Malkangiri

Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of the vehicle :-
2. Type of vehicle (AC / Non-AC) :-
3. Year of Manufacturing :-
4. Model :-
5. Date of registration :-
6. Name and complete address of the owner of vehicle :-
7. Fitness Certificate validity :-
8. Permit validity :-
9. Insurance validity :-
10. Name and 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 litre :-
14. Contact No. & Address of the Service Provider
(Tenderer / Questioners)

Mobile No. _____

Telephone

No.

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

Seal & signature of the
Quotationer / Tenderer.