



# PANCHAYAT SAMITI, MALKANGIRI

( cash section )

Dist: MALKANGIRI  
Pin : 764048  
Ph No. : 06861 - 231219  
Fax : 06861 - 231219  
E-mail : [ori-bmalkangiri@nic.in](mailto:ori-bmalkangiri@nic.in)

Letter No. 3238/2023

## Quotation / Tender Call Notice

Date : 08.08.2023

Sealed Plain paper quotations / tender are invited from interested reputed Travel Agency / Tour Operators or private individuals for providing 01(one) nos of AC/AC new model of vehicle i.e TUV-300/Bolero/Sumo Gold/Ertiga /Scorpio (1<sup>st</sup> preferable) having seat capacity not more than 10 including driver ,which shall conform to the norms of hiring private vehicle in Government Offices as permissible under OA NO. 30646 /F dated 06.09.2019 of Finance Department Government of Odisha and term and condition (Annexure-II) for official use in Panchayat Samiti, Malkangiri (MGNREGA Admn, Contingency) on monthly hiring charges @ Maximum 31000.00 Per month (Rupees thirty One thousand ) only per month including driver and Excluding Fuel and lubricants. In view of pollution being high by use of many of the approved vehicle it is preferable to hire BS-VI compliant Vehicles based upon the parameters of case maintance fuel economic and eco friendliness.

The undersigned reserves the right to reject all or any of the tender without assigning any reason thereof.

1. The vehicles must be in road worthy condition, shall not be more than 1 years old from the date of initial registration and must have valid registration certificate, insurance certificate , fitness certificate, poluation Certificate , valid contract carriage permit (commercial), proof of up to date tax payment etc. Which are mandatory for applying of vehicle.
2. GST registration and Gem Registration are compulsory for any service provider to provide hired vehicles to Government offices through Gem or open bidding .
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.
5. Providing the Driver with hired vehicles by the service providers is must. even if , any Govt .Driver is available in the office .Without provision of Driver the hire charges as finalized will not be paid to the service providers.
6. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of account payee bank draft/cash drawn in favour Block Development Officer, Malkangiri and submitted along with the tender as security deposit . After completion of tender process, the amount of security deposit will refunded to unsuccessful bidders.
7. The monthly hire charge are including drive be quoted separately in the general bid information (excluding fuel and lubricants).
8. The vehicles must achieve a fuel efficiency of 10 km per litter.
9. 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 license no. and period of license validity should be specially provided in the general bid information to be furnished with the quotation / tender (Annexure –III).
10. The quotation completed in all respect should reach the undersigned on or before **16.08.2023** by 5 .00 PM either by resisted /Speed post to Panchyat Samiti, Malkangiri which shall be opened on **17.08.2023** at 5.30 PM in presence of the bidders or their authorized representatives.
11. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of account payee bank draft/cash drawn in favour Block Development Officer, Malkangiri and submitted along with the tender as prepare cost.. After completion of tender process, the amount of security deposit will refunded to unsuccessful



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12. The application form of quotation/tender containing General Bid information Terms and conditions for hireling private vehicles etc will be available at Panchayat Samiti, Malkangiri on payment of Rs 100.00 or can be down load from Malkangiri District websites [www.malkangiri.nic.in](http://www.malkangiri.nic.in) from **05.08.2023** to **16.08.2023** in case of the applicant form is downloaded from Government website, the applicant shall furnish a Demand Draft for an amount of Rs 100/- only towards the cost of application along with the applications.
13. The eligible bidders shall commence the service from the date of agreement and shall continue to provided the service up to 31.03.2024 or as per agreement /signed between the undersigned and the succesful eligible bidders.
14. Other term and condition will be finalize at the time of Negotiation for agreement.

  
Block Development Officer  
Malkangiri

Memo No 3239 /2023

Dated 5 /08 /2023

Copy to the Additional District Magistrate, Malkangiri/ Sub-Collector, Malkangiri/ P.A, ITDA, Malkangiri/ Tehsildar, Malkangiri /CDPO, Malkangiri /E.O, Malkangiri Municipality of this District with a request to affix the tender call notice in their notice board/ DIO, NIC, Malkangiri for information with a request to web host the tender call notice in the District website.

  
Block Development Officer  
Malkangiri



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## TERMS & CONDITINS FOR HIRING OF VEHICLE

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

1. The hired vehicle during period of contract shall have all necessary valid M .V 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 of loss of life / injury caused to any person or damage to any property on account of use of hire vehicle in any manner what's ever. The owner of the vehicle shall be responsible for all such litigation/damage.
2. The hire charges to be paid after deduction of Income Tax or any other tax as applicable under extant of Law/rules on a monthly basis but does not include cost of fule which is to be paid separately basing on actual consumption and lubricant as per existing Govt. norms .all the expenditure of the vehicle towards repair, replacement of spare parts ,lubricating oil of engine gear box seven diffencial coolants, tyres and tubes ,battery etc will be burned by the bidders .
3. It shall be the responsibility of the bidders to provide a good driver and the remuneration of the driver shall be borne by the owner of the vehicle.
4. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same model 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 at any time and may engage vehicle from other sources.
6. The vehicle shall report for a duty for a minimum of 25 days in a month
7. However, In case emergency, the driver will have to report for duty as per the requirement of hirer at any time /day . No extra payment shall be demanded by the owner of the vehicle .
8. Monthly hire charge and re-imbursements towards cost of diesel as per actual) and lubricant ( as pr Government Norms) of selected bidders will be paid in every succeeding month ,as early as possible with in 15 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 should always in good running condition during the period of contract./higher.
10. If the services are found to be unsatisfactory, the hirer shall give 15 days notice and will terminate the agreement.
11. In case the service provider/owner of the vehicle intend to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to service one month notice prior to such withdrawal of service and termination of agreement.
12. The vehicle owner should apply in the prescribed format .
13. If the bidder violates any on the terms /condition of contract, He/ She shall forfeit the entire amount of security deposit.
14. The L-I Bidder will be prepared on the basis of quotation receipt and final selection will be made by the block procurement committee.
15. The bidder/vehicle owner should mention on the top of the cover ( Quotation for providing vehicle on hire basis "MGNREGA CONTIGENCY") at Block office, Malkangiri.
16. The application forms must be signed by the vehicle owner /bidders and properly selated and also attached with all relevant documents including Security deposit as per the per the term and condition's
17. The undersigned always reserve to right to reject all or any of the tender without assigned any reason thereof.

Block Development Officer  
Malkangiri