

DISTRICT RURAL DEVELOPMENT AGENCY: BHADRAK

At. - Charigharia, P.O. - Madhab Nagar, Dist. - Bhadrak, Pin - 756181
E-Mail-ori-dbhadrak@nic.in, FAX NO: - 06784-242865

Letter No. 44 ORMAS / DRDA / Date: 12/04/2022

Short and Sealed Quotation Call Notice

Short and sealed quotation call is invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no. (For District Level) of Diesel/Petrol driven vehicle (**Tiago/Bolt/Celerio or similar**) having sitting capacity not more than five including driver, which shall confirm to the Terms and conditions (**Annexure-I**) for official use in OLM/ORMAS section , DRDA, Bhadrak, Odisha on monthly rent basis.

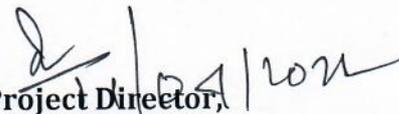
1. The vehicle must be in Road Worthy condition, shall not be more than 03 (three) years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. which are mandatory for the vehicle owner to participate in the tender process.
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. The monthly rate of hire charges is to be quoted separately in the general bid format (excluding fuel) limited to rate quoted Rs.20, 000/- as per the letter No-2353 dated-02.09.2021 of CEO ORMAS, Bhubaneswar.
5. The Vehicle must achieve a fuel efficiency of 17 Kms per litre for Tiago/Bolt/Celerio or similar vehicles as per the latest instructions of Finance Deptt memorandum no 30464 dated 06.09.2019 and letter No-2353 dated-02.09.21 of CEO ORMAS, Bhubaneswar.
6. 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-II**).
7. The Quotations completed in all respect should reach the undersigned through Registered Post/Speed post / Courier/ Drop Box only on or before **21/04/2022 by 10:00 A.M.** and shall be opened on the same day at **11.00 A.M.** in presence of the bidders or their authorized representatives. Tender papers received through Registered Post/Speed post / Courier/ Drop Box will only be accepted.



Contd...P/2.

- 8. A sum of **Rs. 5,000/- (Rupees Five Thousand)** only shall be deposited by the **L1** bidders in shape of Account Payee Bank draft drawn in favour of the **Chief Executive, DSMS, Bhadrak** payable at any Nationalized Bank/ Scheduled Banks of Bhadrak.
- 9. Interested bidders may submit their short and sealed quotation in the prescribed format superscribing "**HIRING OF VEHICLE FOR ORMAS/OLM SECTION, DRDA, Bhadrak**" on the envelop to the Project Director, DRDA, Bhadrak latest by **10.00 AM on date.21/04/2022**.
- 10. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. can be downloaded from Bhadrak District Website www.bhadrak.nic.in from **Dt. 12/04/2022 10.00 A.M to Dt. 21/04/2022 till 10.00 AM**.
- 11. The services will commence from the date of placing of the order to the successful bidder and shall continue to provide the services up to one year, and it may be extended further after fulfillment of certain conditions.

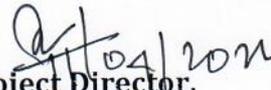
The undersigned reserves the right to accept or reject any or all quotation without assigning any reason thereon.


 Project Director,
 DRDA, Bhadrak

Memo No. 45 / DRDA

Dt. 12.04.2022

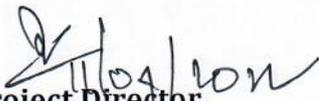
Copy to Dy. Collector, Nizarat, Collectorate, Bhadrak / Sub Collector, Bhadrak/All BDOs of Bhadrak district with a request to affix the Short quotation call notice in their respective Notice Boards for wide publicity


 Project Director,
 DRDA, Bhadrak

Memo No. 46 / DRDA

Dt. 12.04.2022

. Copy to DIO, NIC, Bhadrak for information and he is requested to web host the tender call notice in the District website (www.bhadrak.nic.in).


 Project Director,
 DRDA, Bhadrak

Annexure - I

TERMS & CONDITIONS FOR HIRING OF VEHICLE

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 vehicles, during the 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 vehicle or loss of life/injury made to any person or damage to any property on account of use of the hired vehicle in any manner whatsoever. The owner of the hired vehicle shall be responsible for all such litigation.
2. The hire charges shall be paid after deduction of income tax or any other tax as applicable by law on monthly basis through NEFT/RTGS online payment mode which is final but does not include cost of diesel, which is to be paid separately basing on actual consumption 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. shall be borne by the bidder/ owner of the vehicle.
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 successful bidder /owner him/her self.
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 does not report regularly, the authority will be at liberty to cancel the agreement and may engage vehicle from other sources.
6. The vehicle shall report for duty for all 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/Petrol (as per actual) and as per Govt. norms of the selected bidder will be paid in the 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.

Contd....P/2.

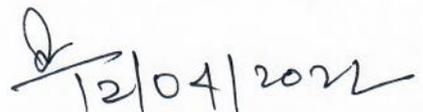
12.04.2022



// 2 //

9. The vehicle shall not be more than 3 years old from the initial registration and also be in good running condition during the period of contract.
10. The Authority has the right to select the vehicle on the basis of the latest registration date.
11. If the services are found to be unsatisfactory, the client shall give seven days notice and shall terminate the agreement.
12. In case the service provider/ vehicle owner intends to withdraw the services of his/her vehicle and to terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
13. If the bidder violates any of the terms of the contract, competent authority shall forfeit the entire amount of security deposit.
14. The application form must be signed by the vehicle owner or bidder and properly sealed and also attach all relevant documents including drafts as per the terms & conditions. All papers attached to the application form should bear the signature of the vehicle owner/ bidder.
15. The sealed envelope containing short quotation papers be sent through **Registered post/Speed Post/Courier / Drop Box** only to the following address:-

**The Project Director,
DRDA, Bhadrak,
Charigharia,
P.O.-Madhabnagar,
Bhadrak-756181**
16. It needs to be written in capital letters "**HIRING OF VEHICLE FOR ORMAS/OLM SECTION, DRDA, BHADRAK,**" on the top of the sealed envelope containing all papers along with application.


12/04/2022
Project Director,
DRDA, Bhadrak

APPLICATION FOR ENGAGEMENT OF VEHICLE ON HIRE BASIS

1.	Name & address of the tenderer : (Enclose identity proof with photograph) Cell No.	
2.	Registration No. of Vehicle : (Enclose self attested Xerox Copy of RC)	
3.	Type of Vehicle (AC/Non-AC) :	
4.	Year of Manufacture : (Enclose Xerox copy of RC book)	
5.	Model :	
6.	Date of Registration : (Enclose self attested Xerox Copy of RC)	
7.	Name & complete address of the : Owner of vehicle. (Enclose identity proof with photograph) Telephone/ Mobile No. :	
8.	Fitness Certificate Validity : (Enclose self attested Xerox Copy)	
9.	Permit Validity : (Enclose self attested Xerox Copy)	
10.	Insurance validity : (Enclose self attested Xerox Copy)	
11.	Name/Address of the Driver : (Enclose identity proof)	
12.	D.L. No. & Validity of the D.L. of the Driver : (Enclose self attested Xerox copy of DL)	

FORMAT FOR PRICE BID

DRDA, Bhadrak		
Type of Vehicle & Reg. No.	Hire Charges of the vehicle per month excluding fuel cost: (both in number & words)	Fuel (Kms per Ltr.) (both in number & words)

Certified that the information furnished above is true to the best of my knowledge and belief".

Seal & Signature of the Tenderer