



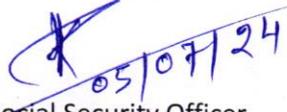
**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BHADRAK**  
**(Social Security Section)**  
Email : [dssobhadrak@gmail.com](mailto:dssobhadrak@gmail.com)

Order No. 1113 /SS dated 05/07/2024

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators/Private individuals for providing 1 (one) no of AC petrol driven Tiago/Bolt/Celerio (petrol) etc having seating capacity not more than 5(Five) including driver, which shall confirm to the terms and conditions (Annexure-II) for official use of DSSO Section, Bhadrak on monthly hire basis.

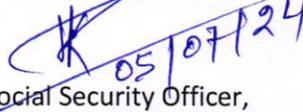
1. The Service provider shall have a valid OGST registration to participate in the tendering.
2. The Vehicle must be in road worthy condition, shall not be more than three years old from the date of initial registration and must have valid registration certificate, insurance certificate, fitness certificate, Pollution Certificate, valid contract carriage permit, proof up to date tax payment etc. 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.
5. The sum of Rs.5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn from any Nationalized Bank in favour of District Social Security Officer, Bhadrak and submitted along with the tenders as security deposit. After completion of tender process, the amount will be refunded to un-successful bidders.
6. The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants) which should not exceed Rs.20,000/-.
7. The vehicle must achieve a fuel efficiency of 17 Kms per litre.
8. The details of make and year of manufacture of vehicle, registration number, mileage (Kms covered per litre) and name of the Driver with driving license and period of validity should be specifically provided in the general bid information to be furnished with the quotation/ Tender (Annexure-B).
9. The Quotation completed in all respect should reach the undersigned on or before **dt.25.07.2024 by 01.00 P.M** and shall be opened on the same day at **04.00 P.M** in presence of the bidders or their authorized representatives.
10. The application form of quotation/tenders containing General bid information and terms & conditions for hiring of vehicle etc. will be available on the DSSO, Bhadrak on payment of Rs.100/- (Rupees One Hundred) only **from 05.07.2024 to 25.07.2024** or can be downloaded from the Govt. Website [www.Odisha.gov.in](http://www.Odisha.gov.in), 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 towards the cost of quotation paper/Tender paper along with the application.
11. The undersigned reserves the right to reject/ cancel any or all Quotations without assigning any reason thereof.

By Order of Collector

  
05/07/24  
District Social Security Officer,  
Bhadrak  
**District Social Security Officer**  
**BHADRAK**

Memo No:- 1114 /SS Dt. 05/07/2024

Copy submitted to the DeGM, Collectorate, Bhadrak for information. He is requested to upload the quotation with terms and conditions in the District website for wide publication, copy to notice Board.

  
05/07/24  
District Social Security Officer,  
Bhadrak  
**District Social Security Officer**  
**BHADRAK**



## Annexure-II

### 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 rest basis.

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- valid registration certificate, insurance certificate, Pollution certificate, fitness certificate, valid contract carriage permit proof of upto date tax payment etc and D.L of the driver available all the times.
2. 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 or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of petrol, 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 & different coolant, Tyres & Tubes, Battery etc will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the Owner.
5. 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.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicle shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of petrol (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.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violets any of the terms of contract, Government shall forfeit the entire amount of Security deposit.

  
05/07/24  
District Social Security Officer,  
Bhadrak  
**BHADRAK**

## GENERAL INFORMATION FOR HIRING VEHICLES

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account No, IFSC Code, Bank & Branch Name	
6	Registration Number of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of Registration	
10	Name & Complete address of the Owner of Vehicle	
11	Fitness Certificate Validity	
12	Pollution Certificate Validity	
13	Permit Validity	
14	Insurance Validity	
15	Name/ Address of the Driver	
16	D.L No & Validity of the D.L of the Driver	
17	Proposed hire Charges of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption/ Mileage per litre	
19	Contact Number of the Service Provider (Tenderer/Quotationer)	
20	Contact Number of Driver	

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

Seal & Signature of  
Quotationer/ Tenderer