

**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 laid down in Finance Department O.M. No. 34085/F, Dt. 29.02.2012, No. 27037 dt. 08.10.2015 and 30464 dt.06.09.2019.

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 shall not be responsible for any damage/ loss caused to hired vehicle or loss of life/ injury made to any person of damage to any property on account of use of hired vehicle any manner whatsoever. The bidder 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 and differential coolant, Tyres and 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 break down 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 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hire. 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 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 should have a commercial license. The vehicle should not be more than three years from the date of service request. Vehicle older than five years should be replaced by the service provider. **However, the new vehicle will be given preference than older vehicles.**
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate agreement.
11. 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

*R. Panigrahi*  
*11/7/22*

**Chief District Agriculture Officer  
-cum-Project Director, ATMA  
Kandhamal, Phulbani**