

QUOTATION CALL NOTICE

Quotations in sealed envelopes are hereby invited from the interested reputed Travel Agencies/Tour Operators/Vehicle Owners with GST registration for providing **one petrol driven car preferably Tiago/Bolt/Celerio** for engagement in District Industries Centre, Phulbani on monthly rental/hiring basis for a period of one year as per the terms & conditions enclosed at Annexure-I. The period of hiring of vehicle may be extended basing on the performance of the driver and the condition of the vehicle.

Interested bidders should submit their quotations in prescribed format as enclosed at Annexure-II at District Industries Centre, Phulbani during the office hours i.e. from 10:00 AM to 05:30 PM super scribing "Quotation for hiring of the vehicle at District Industries Centre, Phulbani" on the cover of the envelope containing the quotation. Sealed quotations will be received up to 09.01.2023 (Monday) till 05:30 PM through Registered Post/Speed Post/By Hand only. Quotations received after the scheduled date and time will not be accepted.

The aforesaid sealed quotations will be opened by a committee constituted for the purpose on 11.01.2023 at 11:00 AM in the office chamber of GM, DIC, Phulbani in the presence of the quotationers or any of their authorized agents.

The authority reserves the right to reject any or all quotations without assigning any reason thereof.



General Manager(I/c)
DIC, Phulbani

Memo No. 1237 Dt. 28.12.2022

Copy to the Notice Board of DIC, Phulbani.



General Manager(I/c)
DIC, Phulbani

Memo No. 1238

Dt. 28.12.2022

Copy to the DIO, NIC, Phulbani, Kandhamal for information and necessary action. He is requested to upload this quotation call notice in the District Website for wide publication.



General Manager(I/c)
DIC, Phulbani

Memo No. 1239

Dt. 28.12.2022

Copy forwarded to the ADM, Phulbani/ CDO cum EO, Zilla Parishad Phulbani/ Sub-Collector, Phulbani/ BDO, Phulbani/ RTO, Phulbani/ CDMO, Phulbani/ CSO, Phulbani/ DSWO, Phulbani/ DWO, Phulbani/All District Level Officers,Kandhamal for kind information with request to display it in their notice boards for wide publication.



General Manager(I/c)
DIC, Phulbani

Memo No. 1240

Dt. 28.12.2022

Copy submitted to the Collector & District Magistrate, Kandhamal/Director of Industries, Odisha, Cuttack for favour of kind information.



General Manager(I/c)
DIC, Phulbani

**TERMS AND CONDITIONS OF THE QUOTATION FOR HIRING OF VEHICLE (PETROL)
FOR D.I.C, Phulbani**

- The bidders should submit quotation in sealed cover in the format prescribed in Annex-II. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms. covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided.
- The vehicle shall be hired on monthly basis to be used on all the Govt. working days. In case of urgent nature of official work, the vehicle may also be used in Govt. Holidays including Sundays. No extra payment shall be demanded by the vehicle provider.
- The hired vehicles, 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 monthly rate of hire charge and kilo-meter coverage (with one litre fuel) should be quoted separately in the general information for hiring of vehicle (excluding fuel).
- The contract period for hiring of vehicle shall be 01 year which may be extended on mutual agreement subject to good performance and condition of vehicle.
- The vehicle hired shall be in good condition and shall **not be older than three years**. Vehicles older than five years should be replaced by new vehicles by the service provider.
- **BS-IV compliant petrol vehicles** will be preferred in the view of having a check on pollution.
- The travel agency/ vehicle owners must have their office at the district headquarters.
- It shall be the responsibility of the vehicle owner/travel agency to provide a good driver who is acquainted with all routes of Kandhamal District.
- and salary of the driver shall be borne by the vehicle owner/travel agency.
- The hiring charges do not include fuel cost (Petrol) which is to be paid separately basing on actual consumption as per existing Government norms.
- The maintenance/repair of the vehicle and payment of road tax will be borne by the vehicle owner/ travel agency as and when required.
- Coverage of Kilometres per litre shall **not be less than 17 K.M.**
- The maximum monthly Hiring Charges as prescribed by the Finance Deptt. Govt. of Odisha is Rs.20,000/- **excluding taxes**.
- The monthly bill for hiring charges shall be submitted at DIC, Phulbani at the end of each month. **Cost of hire charges will be paid by the GM, DIC, Phulbani only after receipt of allotment from the Govt./** availability of funds under the head.
- In the event of any accident the GM, DIC, Phulbani shall not be liable for any compensation to anybody affected. The Department/ Office 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 in any manner whatsoever. The Vehicle Owner shall be responsible for all such litigations.
- In case of any defect of the vehicle on the road in course of journey or breakdown for reasons whatsoever the vehicle owner/ travel agency shall provide another vehicle immediately after receiving the message.
- No claim or any interest for delay in making payment shall be entertained.
- In case of the vehicle does not report on duty regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
- The engagement is purely temporary and the authority reserves the right to terminate the engagement at any time without assigning any reason thereof.

- The vehicle owner has to keep the vehicle in office premises beyond office hours at his own risk.
- The quotationer at the time of submission of the quotation is required to furnish **EMD** (earnest money deposit) of **Rs.5,000/-** (Rupees Five Thousand) only in shape of DD duly pledged in favour of GM, DIC, Phulbani payable at Bank of India, Phulbani branch which will be converted to security deposit in case of successful bidder. The EMD will be refunded to unsuccessful bidders after finalization of quotation. Quotation without EMD will be liable for rejection.
- It will be ensured through Service Providers of hired vehicles that the vehicles are kept under optimum running condition and avoid accidents attributable to lack of maintenance. The hired vehicles can't be used for private/ commercial purpose beyond office hours or during holidays.
- GST registration and GeM registration are compulsory for any Service Provider to provide hired vehicles to Government offices through GeM or through open bidding.
- If the services are found to be unsatisfactory, the hirer shall give one month notice and terminate the agreement.
- 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.
- The hiring may be discontinued immediately, when the vehicles are no longer required for offices.
- If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- Application & all documents must be signed by the vehicle owner and properly sealed. All relevant documents including Bank drafts to be attached as per the terms & conditions.
- The application form of quotation containing General Information for Hiring of Vehicle & Terms and conditions for Hiring of Vehicles etc. can be obtained from Section Officer, D.I.C, Phulbani from **Dt 29-12-2022 to Dt 09-01-2023 upto 3.00 P.M.**
- Any other terms and conditions changed from time to time by the Government will be obligatory.
- The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.

*As per
28/12/2022*

General Manager(I/c)
D.I.C, Phulbani

QUOTATION SCHEDULE TO PROVIDE VEHICLE TO DIC,
PHULBANI ON RENTAL/HIRING BASIS

I do hereby offer my quotation to provide one petrol driven car - Tiago/Bolt/Celerio to DIC, Phulbani as per the terms & conditions laid down in the quotation call notice.

A. GENERAL INFORMATION FOR HIRING VEHICLES

1. Name of the Quotationer (in CAPITAL LETTER) -
2. Detailed address for communication with phone/ Fax No. -
3. Commercial Registration Certificate of the Travel Agency -
(Xerox copy of the certificate to be enclosed).
4. Registration No. of the vehicle with name of the owner -
(Xerox copy of the Registration to be enclosed).
5. Type of vehicle -
6. Year of Manufacture -
7. Model -
8. Year of purchase of vehicle and Date of registration -
9. Fitness Certificate validity -
10. Permit validity -
11. Insurance validity -
12. Coverage K.M. with one litre fuel -
13. Monthly hiring charges -
(in figure and words).
14. Name / Address of the Driver -
15. D.L. No. & Validity of the D.L. of the Driver -

(Xerox copy of the supporting documents like GST Regn Certificate, R.C. Book, Valid insurance certificate, Up-to date Tax clearance Certificate, Motor Car Permit Fitness Certificate of the vehicle, Insurance, Pollution Certificate, And valid Driving license of the Driver to be enclosed.)

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

Signature of the Quotationer with seal & signature

PRICE QUOTATION (to be given in letter pad)

1. Name of the Quotationer (in CAPITAL LETTER) -
2. Vehicle Name & Details -

Monthly Hiring Charges(in INR)	Coverage kilo-meter with one litre fuel (Kms per Ltr)

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

**Seal & Signature of the
Quotationer**