

**Annexure -I**

**DISTRICT RURAL DEVELOPMENT AGENCY, KANDHAMAL**

No 2372// Dated. 18.06/2018

**QUOTATION CALL NOTICE**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing one number of Non-AC/AC Scorpio Diesel driven vehicle which shall conform to the terms and conditions (Annexure-II) for official use in DRDA, Kandhamal on monthly hire basis.

1. The sealed quotations/tenders should reach the undersigned **on or before 3.07.2018 at 1.00 P.M and will be opened on the same day at 3.00 P.M in the office chamber of P.D., DRDA, Kandhamal** in the presence of the bidders or their authorized representatives. If this day is declared later as Government holiday, the quotations/tenders will be received and opened on the next working day as per the scheduled time.
2. The quotations/tenders received beyond the stipulated date and time and incomplete quotations in any respect shall not be taken into consideration and liable for rejection. The DRDA shall not be responsible for any postal delay.
3. The quotation/tender documents completed in all respect must be submitted by the bidder **by Registered Post/Speed Post/Courier Service addressed to the Project Director, DRDA, Kandhamal, Phulbani-762001.**
4. The vehicle must be in Road worthy condition, shall not be more than 3 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 plying of vehicle.
5. 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.

6. The Driver should be well behaved, gentle and obedient in nature.
7. A sum of **Rs.5000/-** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Project Director, DRDA, Kandhamal payable at SBI, Main Branch, Phulbani and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
8. The monthly rate of hire charge should be quoted separately in the General Bid Information (excluding fuel and lubricants)
9. The Vehicle must achieve a fuel efficiency of 10 Kms. per litre.
10. 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 in the General Bid Information to be furnished with the Quotation (Annexure-III)
11. The application from the quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicle etc. will be available with DRDA, Kandhamal, Phulbani from **10.00 A.M to 5.00 P.M from 19.06.2018 to 2.07.2018 (in the office hours except holidays).**

The undersigned reserve the right to reject any or all the quotations without assigning any reason thereof.

Project Director,  
DRDA, Kandhamal

Memo No. 2373 // Dated. 18.06/2018

Copy to the DRDA Notice Board.

Copy to the Accountant, DRDA for information and necessary action.

Copy to the DIO, NIC, Kandhamal, Phulbani for information and web hosting of the same notice.

Project Director,  
DRDA, Kandhamal

**Memo No. 2374// Dated. 18.06/2018**

Copy to the Executive Officer, Phulbani Municipality/NAC, G.Udayagiri/Balliguda for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

Project Director,  
DRDA, Kandhamal

**Memo No. 2375// Dated. 18.06-/2018**

Copy to all BDOs/Tahasildars for Kandhamal district for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

Project Director,  
DRDA, Kandhamal

**Memo No. 2376// Dated. 18.06-/2018**

Copy to the Sub-Collector, Balliguda/Phulbani for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

Project Director,  
DRDA, Kandhamal

**Memo No. 2377// Dated. 18.06/2018**

Copy forwarded to the Additional District Magistrate, Kandhamal for information and necessary action. He is requested to display the same in their office notice board for wide publicity.

Project Director,  
DRDA, Kandhamal

## **TERMS & CONDITIONS FOR HIRING OF VEHICLES**

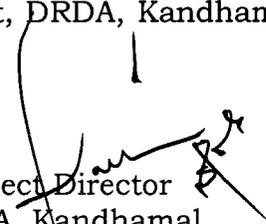
The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicles, during 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 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 hired shall be responsible for all such litigation.
2. The hire charges to be paid after deduction of income tax or any other tax as applicable by law for monthly basis 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. 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 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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles shall report for duty throughout the 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 (as per actual) 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 shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the 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.

If the bidder violates any of the terms of contract, DRDA, Kandhamal shall forfeit the entire amount of security deposit.

  
Project Director  
DRDA, Kandhamal

**GENERAL INFORMATION FOR HIRING VEHICLES**

1	Registration No. of Vehicle	:	
2	Type of Vehicle (AC/Non-AC)	:	
3	Year of Manufacture	:	
4	Model	:	
5	Date of registration	:	
6	Name & complete address of the Quotationer/Owner of vehicle Telephone/Mobile No.	:	
7	Fitness Certificate validity	:	
8	Permit validity	:	
9	Insurance validity	:	
10	Name / Address of the Driver	:	
11	D.L. No. & Validity of the D.L. of the Driver	:	
12	Rate Quotated for hiring of Vehicle per month excluding fuel cost	:	
13	Rate of fuel consumption/Mile per litre	:	

Certified that the information submitted above is true to the best of my knowledge and brief.

**Seal & Signature of the Tenderer**