

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 vehicle or loss of life/ injury made to any person or damage to any property an account of use of hired vehicle any manner whatsoever. The person who gives the vehicle on hire shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis in 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 & different coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
3. It shall be responsibility of the bidder to provide a good driver & 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 proved by the owner of the vehicle/bidder but the repair of the vehicle should be completed within 15 days & reengaged.
5. The vehicle must be stickered front, back & side displaying different flag-ship programme of the departmental and fund will be provided by the department.
6. Agreement will be made with the successful bidder/bidders for engagement of the MVU vehicle up to 31st March 2021 which may be extended with the approval of Director of AH & VS Odisha in case of emergency situation.
7. The Kilometer limit for running the MVU Vehicle is set 1200 KM per Month. The CDVOs, SDVO & ADVOs can use the Vehicle 6 days/Month for which additional fuel cost will be provided.
8. The MVU Vehicle shall remain in the VD/VH campus, but in case of security reason the undersigned may allow the MVU Vehicle to stay in Hqr Village/Town, but in no case vehicle will be allowed to remain outside Hqr Village/Town area.
9. 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.
10. The Vehicles shall report for duty for minimum of 25 days in a month.

11. In case of emergency, the driver will have to report for duty as per the requirement of the hirer. No extra payment shall be demanded.
12. The hired Vehicle cannot be use for any private/commercial purpose beyond the office hour.
13. Monthly hire charges & reimbursement towards cost of diesel (as per actual) & lubricants (as per norms) of selected bidder will be paid in every succeeding month (if fund is available from Govt.) as far as possible within 15 days of the submission of bills by the service provider & No advance payment will be made.
14. The Vehicle shall not be more than 03 years old from the initial registration & also in good running condition during the period of contract.
15. If the services are found to be unsatisfactory, the client shall give one-month notice & terminate the agreement.
16. In case the service provider intends to withdraw the service of his vehicle & terminate the Agreement, it shall be mandatory upon him to grant one-month notice before such withdrawal of service & termination of Agreement.
17. If the Bidder violates the any of the terms of the contract, the Govt. shall forfeit the entire amount of security deposit.

J. S. Chahal
25-4-22

Signature of
Quotation /Tender Calling Authority

GENERAL INFORMATION FOR HIRING MVU VEHICLES (For Kandhamal District)

1. Name of the Block for which quoted :-
2. Registration No. of Vehicle :-
3. Type of Vehicle (AC/Non-AC) :-
4. Year of Manufacture :-
5. Model :-
6. Date of Registration :-
7. Name & Complete Address of the owner of Vehicle :-
8. Fitness Certificate validity up to :-
9. Permit Validity up to :-
10. Insurance Validity up to :-
11. Name/Address of the Driver :-
12. DL No. & validity (up to) of the D.L of the Driver:-
13. Proposed hire charge of the vehicle Per month excluding fuel cost (Hiring Charge + GST 12%) :-
14. Rate of fuel consumption/Mileage Per liter :-
15. Contact number of the Travel Agencies/Tour Operators or Private individual
Mobile Telephone.....
16. GST number :-
17. Security deposit amount Rs.5000/-
Bank Draft no./date & Name of the Bank :-
Certified that the information submitted above is true to the best of my knowledge and belief"

**Seal & Signature of the
Quotations/Tenderer**