



OFFICE OF THE CHILD DEV. PROJECT OFFICER, I.C.D.S.
PROJECT, KOTAGARH

No. 651 // ICDS Dated. 05.09.2024

QUOTATION/TENDER CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing one number of Bolero (Non AC/AC.) driven vehicle having sitting capacity **not less than ten** including driver, which shall confirm to the terms and conditions contained at **Annexure- II** for official use in I.C.D.S. Project, Kotagarh on monthly rent basis during 2024-25.

1. 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, Pollution certificate, Valid Contract Carriage Permit, proof of up to date tax payment etc. which are mandatory for playing of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs.5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the C.D.P.O., Kotagarh, and submitted along with the tender EMD as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge is to be quoted separately in the general bid information (excluding fuel and lubricants) .The maximum hire charge per month excluding fuel cost **Rs,25000/- (Rupees Twenty five Thousand)** only per month **Rs.300000/-** per year whichever is lowest for ICDS Project.
6. The Vehicle must achieve a fuel efficiency of 10 Kms. per litre.
7. The details of the make and year of manufacture of the Vehicle, Registration number, mileage (Kms covered per litre) and name of the Diver with Driving License number and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender paper at **(Annexure-III)**
8. The Quotation/Tender Papers completed in all respect should reach the undersigned on or before dated **20-09-2024** by 5.00 PM and shall be opened by the Sub-Collector, Balliguda in presence of bidders or their authorized representatives in the office of the Sub-Collector, Balliguda. The date of opening of tender paper will be intimated to the Tenderer.
9. The sealed Tender papers should be addressed to the C.D.P.O., Kotagarh and the same should be clearly written on the top of the cover "TENDER FOR ENGAGEMENT OF VEHICLE" with self addressed signature of the Tenderer.

10. The application form of quotation/tender containing General Bid information & Terms and conditions for Hiring of Vehicle etc. will be available with C.D.P.O., ICDS Project, Kotagarh on payment of Rs.100/- from 06-09-2024 to 20-09-2024 in working hour or can be downloaded from (Kandhamal.odisha.gov.in) from 06-09-2024 to 20-09-2024 in case the application form is downloaded from website the applicant shall furnish a Demand draft for an amount of Rs.100/- (Rupees One Hundred) only towards the cost of application along with the application.
11. Payment of monthly hire charges will be made on receipt of funds from Government from time to time.
12. The undersigned reserves the right to cancel or reject any or all the quotation without assigned any reason thereof.

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

Memo No. 652 /ICDS Date 05.09.2024 /

✓ Copy forwarded to the DeGM, Kandhamal, Phulbani with a request to get published the above tender notice immediately in the official Website.

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

Memo No. 653 /ICDS Date 05.09.2024 /

✓ Copy to Notice Board.
✓ Copy to Account Section, ICDS Kotagarh for information and necessary action

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

Memo No. 654 /ICDS Date 05.09.2024 /

✓ Copy forwarded to RTO, Kandhamal, Phulbani for information and he is requested to motivate the vehicle owners of Kotagarh to participate in tender process.

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

Memo No. 655 /ICDS Date 05.09.2024 /

Copy submitted to the DSWO, Kandhamal/Sub-Collector, Balliguda/Phulbani/All BDOs/All CDPOs of Kandhamal district for information and necessary publication.

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

Memo No. 656 /ICDS Date 05.09.2024 /

Copy submitted to the Collector, Kandhamal for favour of kind information.

Sunny
05/09/2024
Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.

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.

TERMS AND CONDITIONS:

1. The Vehicle, during period of contract, shall have all necessary MV documents such as valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payments etc.
2. The Department/Office hiring the Vehicle shall not be responsible for any damage/loss caused to hire Vehicle 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 fuel, which is to be paid separately basing on actual consumption and as per existing Government norms. All the expenditure of the vehicle towards repairs, 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 reason 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 the vehicle has to be sent for repair, etc the agency has to arrange an alternative vehicle for the period. Such periodical maintenance and repair should be undertaken by the owner of the vehicle only on Govt. holiday with prior permission from the authority. In case of accident, the vehicle should be repaired within 48 hours.
7. 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.
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 fuel (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 provider and no advance will be made.
10. If the services are found to be unsatisfactory, the undersigned shall give one month notice and terminate the agreement.
11. In case of the bidder intends to withdraw the service 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, Govt. shall forfeit the entire amount of security deposit.
13. All any of the tenders (or bids) submitted can be rejected without assigning any reasons thereof. No claims, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejection
14. The authority will not be responsible for any minor or major repair of the Vehicle.
15. No compromise will be made towards punctualities, cleanliness, obedience, promptness, behavior, etc. If the tender, at any point of time during official duty, fails to perform duties, as directed by the CDPO., Kotagarh, the contract will be cancelled and the EMD will be forfeited.

a monthly basis and it should be submitted by the firm by the first week of following month. Payment will be made only for those log books and duty slips which have been signed by the authorized person.

PERIOD OF CONTRACT:

- (a) The contract will be awarded for a period of **one year** from the date of issue of contract award and it may further be extended after fulfillment of certain conditions.
- (b) The rates at which the contract is awarded will be valid throughout the contract and no claims whatsoever on account of increase in the rate of fuel and other factors such as statutory payments, minimum wages, etc shall be entertained and it will be the responsibility of the contractor to bear such additional expenses.

AGE OF THE VEHICLE:

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.

DRIVER:

- (a) 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. The bidder should ensure that the driver employed have valid driving license and carry the necessary registration papers, security check verified and should be educated with proper behavior and should be well conversant with the traffic rules/regulations and district roads and routes.
- (b) It will be the responsibility of the driver to get the duty slips and log book entries indicating start kilometers, end kilometers, distance covered, times, places of visit, etc for each occasion of journey and counter signed by the managers.

TELEPHONE SUPPORT:

The firm should have adequate number of telephones for contact round the clock and should be submitted to the C.D.P.O., Kotagarh. The telephone number of the drivers should also be submitted.

BID DOCUMENT :

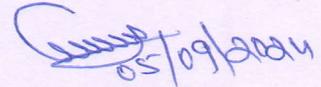
1. Sealed quotation in the prescribed form in a envelope duly superscribing "**Tender for hiring of vehicle for ICDS Project Kotagarh**" addressed to the C.D.P.O., ICDS, Kotagarh should be dropped only in the sealed tender box kept in the office of the C.D.P.O., ICDS Project, Kotagarh.
2. The tender should be submitted in the proforma given in Annexure-III. It should be duly signed by authorized signatory.
3. Late or delayed tenders to any reason whatsoever will not be accepted/considered under any circumstances.

EARNEST MONEY DEPOSIT :

1. Tenders shall have to deposit **EMD of Rs 5,000/- (Rupees five thousand)** only in the form of crossed Demand Draft pledged in favour of **C.D.P.O., Kotagarh** payable at Kotagarh. Tenders received without EMD will not be entertained/considered and will be rejected summarily. Tenders received along with EMD in the form of cheque /cash will not be accepted/ considered and rejected. No interest would be paid on the EMD.

derogates from the tender or fails to execute duties within the period of validity of tender.

3. The EMD will be refunded to the unsuccessful tender within thirty days from the date of issue of work order to the successful tender and no interest would be paid thereon and the EMD of the successful tender will be converted into security deposit. No interest will be paid on the EMD/ Security deposit.
4. In case the contract signed with service provider (successful bidder) is extended beyond one year, on mutual consent, the service provider will have to submit fresh EMD for the extended period.
5. The security deposit will be refunded to the contractor after two months from the date of completion of the contract period and no interest would be paid there on.


05/09/2004

**Child Dev. Project Officer,
I.C.D.S. Project, Kotagarh.**

GENERAL INFORMATION FOR HIRING VEHICLES

1. Name of the Service Provider-
2. Complete Address-
3. OGST Number-
4. GeM Registration Number-
5. Bank account no. and IFSC Code.-
6. Registration No. 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 charge of the vehicle per month excluding fuel cost:-
18. Rate of fuel consumption/Mileage per liter:-
19. Contact Number of the Service Provider (Tender/Quotationer) Mobile
No.....Telephone No.

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

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