



Annexure-I

TAHASIL OFFICE, DHENKANAL

No. XII-III/ 20/Niz. 2768

Dt. 14.05.2020

e-mail ID-tah.dhenk-od@nic.in

Tel.No.-06762-226508

**Standard Bidding Document
Quotation/Tender Call Notice**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators, or private individuals for providing 01 nos. of AC Diesel driven vehicle preferable "BOLERO-SLX-(B-4 new version)BS-VI Model" on hire basis having sitting capacity not more than ten including driver. Which shall conform to the Terms and conditions (Annexure-II) for official use in Tahasil Office, Dhenkanal (Land Acquisition Cell) on monthly rent basis:

1. The vehicle must be in Road Worthy and Good condition, shall not be older than 3 years 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 and shall have valid GST Registration Certificate. Newly purchased vehicle will be preferred over old 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.5,000/- shall be deposited by the intending bidders in shape of Account Payee, Bank Draft drawn in favour of the Tahasildar-Cum-Land Acquisition Officer, Dhenkanal and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to unsuccessful bidders. After fixation of lowest bidder, an agreement will be executed between the selected bidder and the Tahasildar-Cum-L.A .O,SadarDhenkanal
5. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
6. The Vehicle must achieve a fuel efficiency of 10/ 12 Kms per liter.
7. The details of the make and year of manufacture of the vehicle, registration No, millage(Kms covered per liter)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/Tender(Annexure-III).
8. The sealed Quotation completed in all respect should reach the undersigned by Registered Post/Speed Post only on or before 30th May by 11.00 A.M. and shall be opened on the same day at 12.00 PM in presence of the bidders or their authorized representative. The sealed envelope must be superscribed with "Quotation for hiring of Vehicle".

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9. The application form of quotation/tender containing General Bid Information and Terms and conditions for Hiring of Vehicles etc, will be available with Tahasildar-Cum-Land Acquisition Officer, Sadar, Dhenkanal on payment of Rs. 100/- from 14.05.2020 to 29.05.2020 or can be downloaded from District Office Website, www.dhenkanal.nic.in from date 19.05.2020 to 30.05.2020. In case of the application form is downloaded from the above 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.
10. The undersigned reserves the right to cancel the tender / quotation at any time without prior notice


14/05/2020
Tahasildar, Dhenkanal
TAHASILDAR
DHENKANAL

Memo No. 2769 Dt. 14.05.2020

Copy to the DIO NIC Dhenkanal for information and necessary action with request for hosting this notice in the Dist. NIC Website for wide publication.

Copy to Notice Board of Collectorate, Dhenkanal/ DRDA Office, Dhenkanal / Sub-Collector Office, Dhenkanal/B.D.O, Dhenkanal/E.O, Municipality, Dhenkanal for wide circulation/publication .

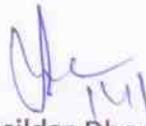
Copy to this office Notice Board for general intimation.


14/05/2020
Tahasildar, Dhenkanal
TAHASILDAR
DHENKANAL

Memo No. 2770 Dt. 14.05.2020

Copy submitted to the Collector and District Magistrate, Dhenkanal for favour of kind information .

Copy submitted to the Sub-Collector, Dhenkanal for favour of kind information and necessary action.


14/05/2020
Tahasildar, Dhenkanal
TAHASILDAR
DHENKANAL

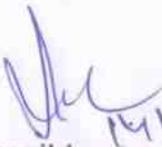
Terms and conditions for hiring of vehicles

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 hirer shall be responsible for all such litigation.
2. The hire charges to be paid for month 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 & differential Coolant, Tyres and Tubes, Battery etc. will be borne by the bidder.
3. It shall be the responsibility of the bidder to prove 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 for minimum of 25 days in a 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) 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.

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14/12/2020

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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
13. GST registration is compulsory for any service provider to provide hired vehicles to Govt. Offices through open bidding.
14. The hiring may be discontinued immediately when the vehicle is no longer required for office.


14/05/2020
Tahasildar-cum-L.A.O
Sadar, Dhenkanal
TAHASILDAR
DHENKANAL

APPLICATION FOR QUOTATION / TENDER CALL NOTICE

From :-

M/s _____

To

**The Tahasildar-Cum-L.A.O,Sadar,
Dhenkanal**

I am submitting the price quotation(s) for the supply of following types of vehicles for engagement in your office on monthly basis. The details about the vehicle and driver are attached in Annexure-II.

FORMAT FOR QUOTATION FOR HIRING OF VEHICLE

SL No.	Description of Vehicle	Monthly Fixed Charge (Rs.)	Consumption of HSD (KM/Ltr.)	Consumption of Oil (Ltr/1000 Km)

Date

PAN/TIN No

Signature
Name and address of
Authorized signatory