



**PANCHAYAT SAMITI OFFICE, DHENKANAL SADAR**

**At/PO/Dist.-Dhenkanal, Odisha-759001**

**Phone-06762-224485**

**e-Mail-ori-bdhenkanal@nic.in**

No. 2225 /Dt. 02.07.2021

**NOTICE INVITING TENDER**

Sealed tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one no. of Diesel driven Vehicle preferably TUV 300/ Bolero/ Sumo/ Ertiga vehicle having seating capacity not more than ten including Driver, which shall confirm to the terms and conditions (Annexure-I) for official use in Sadar Block, Dhenkanal area exclusively for monitoring of MGNREGA scheme.

1. The vehicle must be in Road Worthy condition and shall not be more than three years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate valid Permit, proof of up to date tax payment etc. which are mandatory for plying the 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/- (Rupees Five Thousand) only shall be deposited by the intending bidder in shape of Account payee Bank Draft drawn in favour of "The Block Development Officer, Dhenkanal Sadar" payable at SBI, Dhenkanal and has to submit along with the tender paper. After completion of tender process, the said amount will be refunded to the unsuccessful bidders, and the same will be retained as security deposit whose tender has been accepted by the undersigned.
5. The monthly rate of hire charges be quoted separately in the general bid information sheet (excluding fuel and lubricants).
6. The Vehicle must achieve a fuel efficiency of 10 K.M.s per Liter.
7. The details of the make and year of manufacture of the vehicle, Registration No., mileage (K.Ms. Covered per liter) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general information to be furnished with the tender (Annexure-II).
8. The quotation completed in all respect should reach the office of the undersigned through Regd. Post, Speed Post or Courier only on **dt.14.07.2021 by 5.30 PM** and the tenders so received shall be opened on **dt.15.07.2021 at 3.00 P.M.** in presence of the bidder or their authorized representative & committee members.

9. The Bid documents containing General Bid information & Terms and conditions for Hiring of Vehicle etc. will be available at office of the Panchayat Samiti, Dhenkanal Sadar on payment of Rs.105.00 including Vat @ 5% from **02.07.2021 to 14.07.2021** in office hours or the same can be downloaded from Dhenkanal District website [www.dhenkanal.nic.in](http://www.dhenkanal.nic.in). In case the application form is downloaded from District website, the applicant shall furnish a Demand Draft for an amount of Rs.105/- (Rupees One Hundred Five) only towards cost of Bid Documents.
10. The eligible bidder shall provide the service from placement of order and shall continue to provide the said service up to **31<sup>st</sup> March 2022** and it may further be extended after fulfillment of certain terms and conditions subject to satisfactory performance and continuance of the said scheme.
11. The authority reserves the right to accept or reject all or any of the bids without assigning any reason thereof. No claim whatsoever, shall be admissible for the alleged loss/ damage suffered by the bidders on account of such rejections.

  
**Block Development Officer,  
Dhenkanal Sadar**

Memo No. 2226 /Dt. 02.07.2021

Copy along with the copy of Annexure-I & II forwarded to the DIO, NIC, Dhenkanal with a request to upload the tender call notice in the District website for wide publication.

  
**Block Development Officer,  
Dhenkanal Sadar**

Memo No. 2227 /Dt. 02.07.2021

Copy forwarded to the Project Director, DRDA, Dhenkanal/ RTO, Dhenkanal/ Deputy Collector, Nizarat, Collectorate, Dhenkanal/ Tahasildar, Sadar Dhenkanal/ Executive Officer, Dhenkanal Municipality, CDPO, Sadar Dhenkanal with a request to paste the tender call notice in their Notice Board for wide publication.

  
**Block Development Officer,  
Dhenkanal Sadar**

Memo No. 2228 /Dt. 02.07.2021  
Copy to Office Notice Board for wide publication.

  
**Block Development Officer,  
Dhenkanal Sadar**

**TERMS & CONDITION 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 Driving License of the Driver available at all the time. The Department/ Office hiring the vehicle shall not be held responsible for any damage/ loss caused to hired vehicle or losses of life/ injury made to any person or damage to any property on account of use of hired vehicle by any manner whatsoever. The hirer shall be responsible for all such litigation.
2. The hire charges is to be paid after deduction of income tax or any other tax as applicable by law on monthly 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 Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricant oil of Engine, Gear Box & Coolant, Tyres & Tubes, Battery etc. will be come 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 immediately or else proportionate charges will be deducted from the rent for the period of default.
5. In case the vehicle do not report for duty regularly, the authority will be liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for duty for a minimum 26 (Twenty Six) 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 by the successful bidder.
8. Monthly hire charges and reimbursement towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding month as far as possible within Seven 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 service is 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 give one month notice before such withdrawal of service and termination of agreement.
12. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including Bank drafts as per the terms & conditions.
13. The Authority will not be held responsible for any manner or major repair of the vehicle.
14. The owner of vehicle should not be reluctant to send the vehicle to rural areas of the Block for supervision of MGNREGA Works.
15. If the bidder violates any of the terms of contract, the undersigned shall forfeit the entire amount of security deposit.

  
**Block Development Officer,  
Dhenkanal Sadar**



GENERAL INFORMATION FOR HIRING OF 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 and Complete address of the Owner Vehicle :
  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. Proposed hire charges of the vehicle per month excluding Diesel Cost :
  13. Rate of fuel consumption/ Mileage per liter :
  14. Contact Number of the Service provider/ Tenderer :
- Mobile\_\_\_\_\_ / Telephone (L.L.)\_\_\_\_\_ :

NB:

1. Hire charges: monthly Hire charges (In INR)
2. Minimum average mileage in KMs per Liter= 10
3. Service tax would be reimbursed separately over and above the hire charges.

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

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