



**DISTRICT RURAL DEVELOPMENT AGENCY, DHENKANAL
(OLM CELL)**

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Notice No. 253 / Date: 12-11-21 /

Tender Call Notice

Sealed tenders are invited from interested Travel Agencies/Tour Operators or private individuals for providing one Diesel Mahindra Bolero SLX (06 + 01 seated), which shall conform to the terms and conditions (Annexure-I) for official use in DMMU, Odisha Livelihoods Mission, DRDA, Dhenkanal on monthly rent basis.

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 Commercial Registration Certificate, Fitness Certificate, Valid Permit, proof of up to date tax payment etc. which are mandatory for vehicle for hiring. (New vehicle will be given more weightage)
2. The driver of the vehicle must have a valid Transport Driving License and should be sufficiently experienced in driving transport passenger vehicle.
3. The Driver should be well behaved, gentle and obedient in nature.
4. The monthly rate of hire charge must be quoted separately in the Bid information (excluding fuel and lubricants).
5. The Vehicle must achieve a fuel efficiency of at least 12 Kms. Per liter.
6. The details of the make and year of manufacture of the vehicle, registration no., total running KM, mileage (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-II).
7. The Quotation completed in all respect should reach to this office latest by 05.00 PM of Dt. 23/11/2021 through Registered/ Speed Post only. Authority will not be responsible for any Postal Delay. The received quotations will be opened at 11.00 AM on Dt 24/11/2021 in presence of all the bidders or their authorized representatives and Committee members.
8. A sum of Rs. 10,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Odisha Livelihoods Mission** Payable at **Dhenkanal** and to be submitted along with the tender papers as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
9. The eligible bidder shall commence the services from the date of placement of the order and shall continue to provide the services up to completion of 12 months from the date of order and it may further be extended after fulfillment of certain conditions.

Memo No. 254 /Dt. 12-11-21

Project Director
DRDA, Dhenkanal

Copy to DIO, NIC, Dhenkanal for information with the request to web host the tender call notice in the District website.

Memo No. 255 /Dt. 12-11-21

Project Director
DRDA, Dhenkanal

Copy to Notice Board of Collectorate, Dhenkanal/ DRDA, Dhenkanal for wide publicity.

Project Director
DRDA, Dhenkanal

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 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 losses of life/injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The quotationer 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 laws on monthly basis. The hiring charges does not include cost of diesel, which is to be paid separately basing on actual consumption of Fuel 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 any 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 cancel the agreement and may engage vehicle from other source.
6. The vehicles shall report for duty 24 x07 days in a month and the Driver has to report duty at any time during emergency situations.
7. In case of emergency, the driver will have to report for duty. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding month, as far 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 03 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 grant one month notice before such withdrawal of service and termination of agreement.
12. The authority reserves the rights to reject any or all of the tenders (or bids) submitted, without assigning any reasons thereof. No claim, whatsoever, shall be admissible for the alleged loss/ damage suffered by the bidders on account of such rejections.
13. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including drafts as per the terms & conditions.
14. The Authority will not be responsible for any minor or major repair of the vehicle.
15. The owner of vehicle should not be reluctant to send the vehicle to rural areas of the district.
16. The tenderer should not be black listed by any organization/ department/ office.
17. Second driver should be provided in case of the absent of the regular driver.

Project Director
DRDA, Dhenkanal



Security Deposit DD of Rs. 10,000.00	
DD No.	Date

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Year of Manufacture :
3. Model :
4. Date of registration :
5. Name and complete address of the Owner of vehicle :
6. Fitness Certificate validity :
7. Permit validity up to :
8. Insurance validity up to :
9. Name/address of the of the Driver :
10. D.L No. & validity of the DL of Driver :
11. Proposed hire Charge of the vehicle per month excluding fuel cost :
12. Rate of fuel Mileage Per liter :
13. Contact Number of the Service Provider (Tenderer/Quotationer) :

FORMAT FOR PRICE BID

SL	Office	Hire Charges (Including Driver's Monthly Salary & Excluding Fuel) in Rs.	Fuel (Kms per Ltr.)	Remarks if any
1	OLM, DRDA, Dhenkanal			

NB: Hire Charges: Monthly Hire charges (In INR). Fuel: Minimum 12 Kms per Ltr.

Declaration: I/we do hereby certified that the information submitted above is true to the best of my knowledge and belief. Again I/we do hereby declare that, I/we am/had not been ever black listed by any organization/ department/ office.

Date:

Seal & Signature of the
Quotationer/Tenderer