



ଜିଲ୍ଲା ଅବକାରୀ କାର୍ଯ୍ୟାଳୟ, ଢେଙ୍କାନାଳ



DISTRICT EXCISE OFFICE, DHENKANAL

Email:-[suptofexcise-dkl@gov.in](mailto:suptofexcise-dkl@gov.in)

No. 3425/Ex., Date. 01/12/2024

### Quotation/ Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing **03 (Three)** Mahindra Max/Bolero/Sumo Gold Diesel vehicles having sitting capacity of not less than nine including driver, which shall conform to the terms and conditions (**Annexure-A**) for official use in 3 (Three) Excise Stations under control of District Excise Office, Dhenkanal on monthly basis: -

- 1) The service provider shall have a valid OGST registration to participate in the tendering.
- 2) The service provider participating in the bidding process under the jurisdiction of Municipal Corporations shall be register on GeM platform.
- 3) The vehicle must be 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, valid Contract Carriage permit, proof of update tax payment etc. which are mandatory for plying of vehicle.
- 4) 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.
- 5) The Driver should be well behaved, gentle and obedient in nature.
- 6) A sum of **Rs.5,000/-** (Rupees Five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Superintendent of Excise, Dhenkanal** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 7) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
- 8) The vehicle must achieve a fuel efficiency of minimum average mileage in **10 Kms** per liter with maximum hiring charge of **Rs.31, 000/- per month**.
- 9) The details of the make and year of manufacture of the vehicle, registration number, mileage (Kms covered per liter) and name of the Driver with Driving License Number and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (**Annexure-B**).
- 10) The quotations completed in all respect should reach the undersigned on or before **16.12.2024 by 04.00 PM** and shall be opened on the same date at **4.30 P.M.** in presence of the bidders or their authorized representatives.

11)The application form of quotation/ tender containing General Bid Information and Term and condition for Hiring of vehicles etc. will be available with **Superintendent of Excise, Dhenkanal** of the Department/ Heads of Department/Office on Payment of Rs. **1000/-** from **01.12.2024 to 16.12.2024** or can be download from Odisha Govt. Website [www.Odisha.gov.in](http://www.Odisha.gov.in) from Dt. **01.12.2024** to Dt. **16.12.2024**. In case the application form is downloaded from Govt. website, the application shall furnish a Demand Draft for an amount Rs. 1000/- (Rupees One Thousand) only towards the cost of application along with the application.

  
**Superintendent of Excise**  
**Dhenkanal**

Memo No. 3426 /Ex., Dated. 01/12/2024

Copy forwarded to Regional Transport Officer, Dhenkanal for wide publication and information to all Travel Agencies.

Copy forwarded to the D.I.P.R.O, Dhenkanal for information and necessary wide publicity as official correspondents.

Copy to Notice Board of Collectorate, Dhenkanal/District Excise Office, Dhenkanal for wide publicity.

Copy to D.I.O, NIC Collectorate, Dhenkanal for information and necessary action. He is requested that the above Quotation Call Notice may be uploaded in the District Govt. Website.

  
**Superintendent of Excise**  
**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 vehicle during period of contact shall have all necessary valid MV documents such as: - valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid contract carriage permit, proof of update tax payment etc. and D.L. of the driver available all the times.
2. The Department/Office hiring the vehicle shall not be responsible for any damage or 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 in any manner whatsoever the hirer shall be responsible for all such litigation.
3. The hire charges to be paid 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 Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box and different Coolant, Tyres and 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 salary of the driver shall be borne by the owner.
5. 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.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicle shall report for duty for minimum of **25 days in a month**.
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 diesel (as per actual) and lubricants (as per Govt. norms) 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.
10. 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.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
01-12-2024  
Superintendent of Excise  
Dhenkanal

### 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 and 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 Charges of the vehicle per month excluding fuel cont	:-	
18.	Rate of fuel Consumption/ Mileage per litre	:-	
19.	Contact Number of the Service provider (Tenderer/ Quotationer)	:-	
20.	Contact number of Driver	:-	

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

Seal & signature of  
Quotationer/ Tenderer