

## OFFICE OF THE TAHASILDAR TIGIRIA

Letter No 315

Date 22-01-2019

### Quotation/ Tender Call Notice

Sealed quotation/ tenders are invited from interested reputed travel agencies / tour operators or private individuals for providing one AC diesel drive vehicle (Marshall/ Mahindra Max/ Bolero/ Tata Sumo) having seating capacity not more than 10 including driver which shall confirm to the terms and conditions as shown in Annexure-1 for the official use in Tahasil Office, Tigiria under RH Scheme on monthly rent basis.

1. The vehicle must be in road worthy condition shall not be more than three years old insurance 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 Rs.5000/- shall be deposited by the intending bidder in shape of Account Payee Bank Draft drawn in favour of Tahasildar, Tigiria payable at UCO Bank, Tigiria and submitted along with the tender paper as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidder.
5. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel).
6. The vehicle must achieve a fuel efficiency of 12Kms. Per litre.
7. The details of the make and year of manufacture of the vehicle registration number mileage (kilometre 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-II)
8. The quotation completed in all respect should reach the undersigned on or before Dt. 05.02.2019 by 3.00 PM through Post or be dropped in the tender box in the Office chamber of Tahasildar, Tigiria. The Quotation shall be opened on the same day at 4.00PM in presence of the bidders or their authorised representatives.
9. The quotation received after the due date and time and incomplete shall summarily be rejected.
10. The lowest bidder/ tenderer will be selected.

11. The application from of quotation / tender containing general bid information and terms and conditions for hiring of vehicles etc. will be available in district Website [www.cuttack.nic.in](http://www.cuttack.nic.in). It can also be available in Tigiria Tahasil Office from Dt. 22.01.2019 to Dt.05.02.2019 during the Office hours.
12. The authority has the right to reject or accept any/ all quotations without assigning any reason thereof.
13. Any legal dispute shall be applicable subject to the Jurisdiction of Tigiria Court.
14. The advertisement cost will be borne by the selected bidder.

Memo No 316 /Dt. 22-1-2019

Copy to the Notice Board of Tahasil office, Tigiria / Notice Board of Panchayat Samit, Tigiria/ Notice Board of R.I., office, Nizigarh and Gadadharpur for wide publicity of the above Quotation Call Notice.

Tahasildar Tigiria  
22-01-2019

Memo No. 317 /Dt. 22-1-2019

Copy submitted to the Sub-collector, Athagarh for favour of kind information and wide publication in the Office Notice Board.

Tahasildar, Tigiria  
22-01-2019

Memo No. 318 /Dt. 22-1-2019

Copy Forwarded to the District Information Officer, NIC, District Office Cuttack with soft copy for information with a request to upload in the District NIC Portal from the period Dt.22.01.2019 to 05/02/2019.

Tahasildar, Tigiria  
22-01-2019

TERMS AND CONDITIONS FOR HIRING OF VEHICLES

ANNEXURE -1

The followings terms and conditions must be fulfilled by the successfully bidder for providing a vehicle on higher on monthly basis.

1. The hired vehicle 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 DL of the driver available on the times. The Tahasil Office hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicle or loss of life/ injury made to any person or damaged to any property on account of use of hired vehicle any manner what-so -over. The hirer shall be responsible for all such litigations.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel which is to be paid separately basing on actual consumption. All the expenditure of the vehicle to repair replacement of spare parts, lubricating oil of engine, gear box and different coolant and tyres and tubes, battery etc. Will be borne by the bidder.
3. It shall be the responsibility of the bidder to provide the good driver and the salary of the driver shall be borne by the vehicle owner.
4. In case of break down for reasons whatsoever the replacement of the vehicle of the same or better model Shall be provided by the owner of the vehicle / bidder.
5. In case of vehicle do not report regularly the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for all the time throughout the agreement period.
7. In case of emergency the driver will have to report for duty as per the requirement of the hirer. No extra payment shall be demanded.
8. Monthly hire charges will be paid in every succeeding month 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 3years old from the initial registration and also in good running condition during the period of contract.
10. The vehicle's period of contracts shall not be more than 3 years from the initial registration.
11. If the services are found to be unsatisfactory, the authority shall give one month notice and terminate the agreement.
12. If the bidder violates any of the terms of contact, Government shall forfeit the entire amount of security deposit.

Signature of

Quotation/Tender Calling Authority

GENERAL BID INFORMATION FOR HIRING OF VEHICLES

- I. Registration of the Vehicle(RC copy be enclosed with the quotation):-
- II. Type of Vehicle(AC/Non Ac):-
- III. Year of manufacture:-
- IV. Model:-
- V. Date of Registration:-
- VI. Name & Complete Address of the Owner of Vehicle:-
- VII. Fitness Certificate Validity (Copy must be attached with the quotation):-
- VIII. Permit validity (Copy must be attached):-
- IX. Insurance Validity (Copy must be attached):-
- X. Name/Address of the Driver:-
- XI. DL No-& validity of DL of the Driver (Copy must be attached):-
- XII. Proposed hire charge of the Vehicle per month excluding fuel cost:-  
(Standard rate for Bolero/Scorpio/Tata Sumo/Mahindra Max etc. is Rs.20, 000/- month  
as per finance Department Notification No-27037/Dt.08.10.2015)
- XIII. Rate of fuel consumption/Mileage per Liter:-
- XIV. Contact No. of the service provider (Tenderer/ Quotationer)

Contact No \_\_\_\_\_

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

Seal & Signature of the  
Quotationer/Tenderer