



OFFICE OF THE TAHASILDAR, NISCHINTAKOILI, CUTTACK

Notice No. 1623

Dt. 20/07/2024

Quotation/Tender Call Notice

Sealed quotation/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing One number of AC Diesel driven vehicle such as TUV300 / Bolero/Bolero Neo / Sumo Gold/ Ertiga having seating capacity not more than nine including driver, which shall conform to the Terms and conditions (Annexure –A) for official use in Nischintakoili, Tahasil, Cuttack on monthly rent basis.

- 1) The vehicle must be in Road Worthy condition, shall not be more than 3 (Three) years old 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.
- 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. 5000/- (Rupees Five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Tahasildar, Nischintakoili, Cuttack and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The Vehicle must achieve fuel efficiency of 10 (Ten) K.ms per liter.
- 7) The application form of quotation / tender containing General Bid Information and Terms and condition for Hiring of Vehicles etc, will be available with Office of the Tahasildar, Nischintakoili, Cuttack on payment of Rs 1000/- from dt. 20.07.2024 to 05.08.2024 or can be downloaded from Odisha Govt. website (www.cuttack.odisha.gov.in) from dt-20.07.2024 to 05.08.2024. In case the applicant form is downloaded from Govt. website, the applicant shall furnish a Demand draft for an amount Rs 1000/- (Rupees one thousand) only towards the cost of application along with the application.

- 8) The service provider shall have a valid OGST registration to participate the tendering.
- 9) The details of the make and year of manufacturer of the vehicle, Registration No, Milage (KM covered per litre) and name of the driver, Driving License No and perod of validity should be specifically provided in the general bid information to be furnished with the quotation / Tender (Annexure-B)
- 10) The Quotation completed in all respect should reach the undersigned on or before 05.08.2024 by 12.00 P.M and shall be opened on the same day at 4.00 P.M. in presence of the bidders or their authorized representatives.

Anya
20/7/24
Tahasildar, Nischintakoili
**TAHASILDAR
NISCHINTAKOILI**

Memo no. 1624/ dt. 20/07/2024

Copy forwarded to the A.D.M. (Gen.), Cuttack / Sub-Collector Sadar, Cuttack/ DeGM, Cuttack for kind information with request for display in District website (www.cuttack.odisha.gov.in) for wide publicity.

Anya
20/7/24
Tahasildar, Nischintakoili
**TAHASILDAR
NISCHINTAKOILI**

Memo no. 1625/ dt. 20/07/2024

Copy to Assistant Nazir with an instruction to publish in the office Notice Board for information.

Anya
20/7/24
Tahasildar, Nischintakoili
**TAHASILDAR
NISCHINTAKOILI**



Annexure - A

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 Contract Carriage Permit, proof of up to date 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/ 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.
3. The hire charges to be paid for monthly basis is final but does not including 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.
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 of 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 reject the agreement and may engage vehicle from other source.
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 per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
10. Service Tax would be reimbursed over & above the hire charges & TDS will be applicable to the bill.

11. The Agency is also to record time of entry & exit along with the KM reading in the Log Book.
12. The vehicle shall not be more than 3 (Three) years old from the initial registration and also in good running condition during the period of contract.
13. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
14. In case the service provider intends to withdraw the service 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.
15. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Anub
20/7/24
Signature of
Quotation/Tender Calling Authority
TAHASILDAR
NISCHINTAKOILI

Annexure-B

General Information

Sl No	Particulars	
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 Number of vehicles	
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	PUC Validity	
13	Permit validity	
14	Insurance validity	
15	Name/Address of the Driver	
16	DL No. & Validity of the D.L of the driver	
17	Proposed hire charge of the vehicle per month excluding fuel cost	
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



Sl.No	Category of offices	vehicles	Maximum hire charges per month excluding taxes (in Rs)	Minimum Average Mileage (in KM/Lit)
1	2	3	4	5
1	Blocks/Tahasils and other field offices	TUV300 /Bolero /Sumo Gold / Ertiga etc	Rs 31,000/-	10
2.	District/Range level Offices	Tiago/ Bolt/ Celerio (Petrol) etc	Rs 20,000/-	17
3	Collectors /Superintendent of Police /and other equivalent Officers (For their own use)	Scorpio/Creta/Mahindra Marazzo etc	Rs 37,000/-	10
4	Heads of Department /Secretariat (Pool vehicles)	Tiago/ Bolt/ Celerio ets	Rs 20,000/-	17
5	Special Secretaries / Additional Secretaries /Heads of Department (For their own official use)	Zest/Tigor/Swift Dzire/ Xcent/ Etios (Petrol) ets	Rs.26,000/-	17