



OFFICE OF THE COLLECTOR & DM: NABARANGPUR
(ST & SC DEVELOPMENT SECTION)

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No. 3477 /2021

Date. 08/11/2021

TENDER CALL NOTICE

Sealed tenders are invited from interested Travel Agencies/Tour Operators / Private Individuals for providing one (1) commercial petrol driven Tiago/ Bolt/ Celerio white in colour vehicle for official use in District Welfare Office, Nabarangpur on monthly rent basis initially for a period of twelve months. The period of engagement may be extended subsequently if the service rendered by the vehicle and the driver would be found satisfactory.

The interested Travel Agencies/Tour Operators / Private Individuals may submit the sealed tender papers in the prescribed format to the office of the "District Welfare Officer, ST & SC Development Section, Collectorate, Nabarangpur, Dist-Nabarangpur, PIN-764059" only through Speed Post / Regd. Post on or before dt. 17/11/2021 till 5.00 P.M.. The Tender Paper can be downloaded from the district NIC website www.nabarangpur.nic.in and the bidder must submit Bank Draft of Rs. 100/- towards the cost Tender Paper in shape of SBI Bank Draft drawn in favour of District Welfare Officer, Nabarangpur, Payable at SBI, Nabarangpur along with the Tender Paper. The Sealed Tender Paper should be superscribed with "BID FOR ENGAGEMENT OF HIRE VEHICLE IN THE OFFICE OF THE DISTRICT WELFARE OFFICER, NABARANGPUR". The tender papers duly filled in all respect should reach the office of the undersigned on or before 17/11/2021 by 05.00 P.M and shall be opened on 18/11/2021 at 02.00 P.M in presence of the bidders or their authorized representatives in the Ashok Mehta Conference Hall, Collectorate, Nabarangpur.

The bidders must fulfill the following terms and conditions:-

1. The vehicle should be in good condition and should not be older than three years from year of manufacture of the vehicle. It must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Permit, PUC certificate, which are mandatory for applying for a vehicle.
2. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced to drive such vehicle.
3. The vehicle must have fuel efficiency of minimum of 17 KMS per liter.
4. Speed governor must have been fitted in the vehicle limiting the speed of the vehicle maximum of 80 KM per hour.

5. A sum of Rs.7000/- shall be deposited by the intending bidders towards security deposit in shape of SBI Bank Draft drawn in favour of **District Welfare Officer, Nabarangpur, Payable at SBI, Nabarangpur** which should be submitted along with Tender Paper. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. On the day of opening of the bids, the bidder must physically bring his vehicle for inspection of the vehicle by the Tender Committee.
7. The Department/Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/injury caused to any person or damage to any property on account of use of hired vehicle in any manner. The owner shall be responsible for any such loss or damage caused.
8. In the event of break-down, servicing & repairs of the assigned vehicle, the owner at his own cost shall make arrangement by providing similar or higher class of vehicle.
9. The monthly rate of hire charge must be quoted separately in the prescribed form (excluding cost of fuel) as given in **Annexure-II**. This annexure shall be price bid.
10. 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.
11. Necessary details indicating make, model and year of **manufacture of the vehicle, registration Number**, mileage (KMS covered per Litre) 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 in the Tender Paper (**Annexure-I**).
12. The eligible bidders shall commence the services from the date of placement of order & shall continue to provide the services for 12 months & it may further be extended as per satisfaction of the authority.
13. Monthly hiring charges will be paid as due and admissible on submission of bills by the service provider and no advance payment will be made.
14. In case of 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. The application form must be signed by the vehicle owner or bidder & properly sealed & also attach all relevant documents including demand drafts as per the terms & conditions.
16. The price bid in Annexure-II must be sealed in a separate cover and other documents in support of the terms and conditions as fixed above must be sealed in another separate cover. The cover containing the Annexure – II should be superscribed as “Price Bid” and the second sealed cover should be superscribed as “Technical Bid”. Both these sealed covers should be put in a large cover and it should be superscribed as “Bid for engagement of hire vehicle in the Office of the DWO, Nabarangpur”.

By order of Collector,


**District Welfare Officer,
Nabarangpur**

ANNEXURE-I**GENERAL INFORMATION FOR HIRING VEHICLES**

1)	Registration No. of Vehicle :-	
2)	Type of Vehicle (AC/Non-AC):-	
3)	Year of manufacturer :-	
4)	Model:-	
5)	Date of registration:-	
6)	Name & complete address of the owner of 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)	Contact Number of the Service Provided (Renderer/Quotationer)	Mobile _____ Telephone _____

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

**Seal & Signature of the
Tenderer**

ANNEXURE-II

FORMAT FOR PRICE BID

Sl No	Name of the Office	Monthly hiring charges of the vehicle (excluding cost of Fuel)	The distance (in KMs) which the owner is offering to cover per liter of diesel.
01	<u>District Welfare Office, Nabarangpur</u>		

N.B: The hire charges of the vehicle include the service charges of driver as well.

**Seal & Signature of the
Tenderer**