



COLLECTORATE, NABARANGPUR
(GRAM PANCHAYAT SECTION)

Through- E-mail
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Phone No.06858-295465

No. 983 /VI- 03/2023

Dated: - 05 /10/2023.

Quotation/Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing 01 (one) no. of **Tiago/Bolt/Celerio etc. AC Petrol** driven vehicles having sitting capacity not more than 04 including driver, which shall conform to the Terms and conditions (**ANNEXURE-A**) for official use in District Panchayat Office, Nabarangpur on monthly rent 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 registered on GeM platform.
3. 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 Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. 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.5000/-(Rupees five thousand)only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Panchayat Officer, Nabarangpur 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 17 K.M per litre.
9. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per litre) and name of the Driver, Driving License No. and period 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 through **registered Post/Speed Post only** on or before **26/10/2023 by 3.00 P.M** and shall be **opened on the same day at 4.00 P.M.** in presence of the Tender Committee and the bidders or their authorized representatives. The sealed quotation should be super-scribed "**Quotation for providing vehicle on hire basis**" on the cover page.

11. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available on the working days with the District Panchayat Office, Nabarangpur on payment of Rs. 1000.00 from **06.10.2023 to 19.10.2023** towards tender paper cost or can also be downloaded from the District website www.nabarangpur.nic.in from Dt.**06.10.2023 to Dt.19.10.2023**. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs. 1000/- (Rupees One Thousand) only in favour of District Panchayat Officer, Nabarangpur towards the cost of Tender/Quotation paper along with the application Form. The Tender/Quotation paper cost of Rs.1000/- shall not be refundable.

12. The undersigned shall not be held responsible for non-receipt /late receipt of the tender/quotation documents sent by post beyond the stipulated date and time. Tender/quotation received after scheduled date and time or incomplete Tender/quotation shall not be accepted.

13. The authority reserves all the right to reject any or all quotation without assigning any reason thereof.

Seal & Signature of
Quotation/Tender Calling Authority
District Panchayat Officer
Nabarangpur

Memo.No. 984 /2023

Dated 05 /10/2023

Copy to Notice Board of this Office for wide information of General Public.
Copy forwarded to all Block Development Officers/All Tahasildars/All CDPOs/Executive Officer, Municipality, Nabarangpur and Umerkote in the district with a request to them to hang the aforesaid notice in their respective notice Board for wide publication.

District Panchayat Officer,
District Panchayat Officer
Nabarangpur

Memo.No. 985 /2023

Dated 05 /10/2023

Copy forwarded to the DIO, NIC, Collectorate, Nabarangpur for information.
He is requested to upload this Tender/Quotation Notice in the District Website for wide publication.

District Panchayat Officer,
District Panchayat Officer
Nabarangpur

Memo.No. 986 /2023

Dated 05 /10/2023

Copy submitted to the Collector, Nabarangpur for favour of kind information.

District Panchayat Officer,
District Panchayat Officer
Nabarangpur

Terms & Conditions

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, Pollution 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 include cost of fuel, which is to be paid separately basing on actual consumption and 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration 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 vehicles 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. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (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. 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 grant 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.


Seal & Signature of

Quotation/Tender Calling Authority
District Panchayat Officer
Nabarangpur

Designation

ANNEXURE-B

GENERAL INFORMATION FOR HIRING OF VEHICLE

| Sl.No. | Particulars | General information required |
|--------|--|------------------------------|
| 01 | Name of the Service Provider | |
| 02 | Complete Address | |
| 03 | OGST Number | |
| 04 | GeM Registration Number | |
| 05 | Name of the Bank,Bank Account No. and IFSC Code | |
| 06 | Registration No. of Vehicle | |
| 07 | Year of Manufacture | |
| 08 | Make and Model | |
| 09 | Date of Registration | |
| 10 | Name and 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 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.