

Annexure-I

Office of the Superintendent of Police, Sundargarh.

Quotation /Tender call Notice.

Sealed quotation/tender are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01(one) No of Non AC/AC Diesel driven vehicles having sitting capacity not more than ten (Preferably Bolero) including driver which shall conform to the term and condition (Annexure-II) for official use in Office of the Superintendent of Police, Sundargarh on monthly rent basic.

- 1) 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, valid contract carriage Permit, proof of up to date tax payment ect. 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 transport passenger vehicle.
- 3) The Driver should be well behaved, gentle and obedient in nature.
- 4) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricant)
- 5) The vehicle must achieve a fuel efficiency of 12 Kms per litre.
- 6) The detail of the make and year of manufacture of the vehicle, registration No., mileage (Kms covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/ Tender (Annexure-III)
- 7) The quotation completed in all respect should reach the undersigned on or before 5/9/18 by 04:00 PM and shall be opened on the same day at 05:00 PM in presence of the bidders or their authorized representatives.

8) The application form of quotation /tender containing General Bid information & Terms and conditions for Hiring of Vehicles ect. will be available with the Reserve Office, Sankara, Sundargarh from 20/8/18 to 04/09/18 or can be downloaded from Sundargarh district web Site [www. Sundergarh.nic.in](http://www.Sundergarh.nic.in).


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Superintendent of Police,
Sundargarh

Terms and condition foe hiring of vehicles

The following terms and condition must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basic.

1. The hired vehicles during period of contract, shall have all necessary valid MV documents such as: - Valid Registration Certificate , Fitness certificate , valid contract Carriage Permit, Proof of up to date tax payment ect. and D.L. of the driver available all the time the Department/ 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 damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
2. The higher charges to be paid for monthly basis is final but does not include cost diesel which is to be paid separately basing on the actual consumption and lubricants as per existing Government norms. All the Lubricating oil of Engine Gear Box & differential Coolant, Tyres & Tube Battery ect. will be borne by the bidder.
3. 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.
4. 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.
5. In case of the vehicle do not report regularly, the authority will be liberty to reject the agreement and may engage vehicle from other source.

6. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
7. Monthly hire charges and reimbursement towards cost of Diesel (as per actual) and lubricant (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.
8. 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.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. 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.
11. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


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GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle:-
- 2) Type of Vehicle (AC/Non-AC) :-
- 3) Year of Manufacture :-
- 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) Proposed hire Charge of the vehicle per month excluding fuel cost :-
- 13) Rate of fuel consumption/ Mileage per Liter :-
- 14) Contact Number of the service provider
(Tender/ Quotationer) Mobile _____ Telephone _____.

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

Seal & Signature of the
Quotationer/Tenderer