



## OFFICE OF THE PANCHAYAT SAMITI, HEMGIR

ପଞ୍ଚାୟତ ସମିତି କାର୍ଯ୍ୟାଳୟ, ହେମଗିର

Dist: - Sundargarh (Odisha), e-Mail ID: - [ori-hemgiri@nic.in](mailto:ori-hemgiri@nic.in)

### QUOTATION/ TENDER CALL NOTICE

No. 1500

Date 30-05-2020

Sealed Quotations/ Tenders are invited from the interested reputed Travels Agencies/ Tour Operators/ Private Individuals for providing **1 (one) no. of BS-IV compliant Petrol (or Diesel) driven vehicle** preferable **TUV 300/ BOLERO/ SUMO GOLD/ ERTIGA** with minimum average mileage of **10 (Ten) Kilometers per Litre** for official use in the office of the **Panchayat Samiti, Hemgir** on monthly rent basis as per the terms and conditions at **Annexure-I**.

- 1- The Vehicle must be in Road Worthy condition, shall not be more than 3 years old from the date of initial registration to the date of Quotation/ Tender Call Notice 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 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 of **Rs.5,000/- (Rupees Five Thousand) only** shall be deposited by the intending bidders in shape of **Account Payee Bank Draft** in favor of **Block Development Officer, Hemgir** to be drawn at **Hemgir** and submitted along with the Quotation/ Tender as **Security Deposit**. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 5- The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
- 6- The vehicle must achieve a fuel efficiency of **10 (Ten) Kilometers per Litre**.
- 7- The details of the make and year of manufacture of the vehicle, Registration Number, Mileage (Kilometers 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 with the Quotation/ Tender at **Annexure-II** enclosed herewith.
- 8- The Quotation completed in all respect in a closed envelop should be reach the undersigned on or before **08.06.2020 by 11.00 AM**. The bidders may drop their quotations in the Drop Box available in Block Office, Hemgir or may submit in person in the office (MGNREGA Cell) before opening of bid and shall be opened at **12.00 noon on the same day** in presence of the bidders or their authorized representatives, if preferred to present.
- 9- The application form of Quotation/ Tender containing General Bid information and terms and conditions for Hiring of Vehicle etc. can be download from the official website of Sundargarh District [www.sundergath.nic.in](http://www.sundergath.nic.in).

Block Development Officer  
Hemgir

Handwritten signature and date: 30



**OFFICE OF THE PANCHAYAT SAMITI, HEMGIR**

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Memo No. 1501 / Date 30.05.2020

Copy forwarded to the Project Director, DRDA, Sundargarh / ADM, Sundargarh / Sub-Collector, Sadar, Sundargarh / RTO, Sundargarh for favour of kind information and necessary action. They are requested to hang a copy of this Quotation/ Tender Call Notice at their Office Notice Board for more publicity and competition.

Block Development Officer

Hemgir

Memo No. 1501 / Date 30.05.2020

Copy to DIO, NIC, Sundargarh with a request to upload this Quotation Call Notice in the Sundargarh District Web site [www.sundergarh.nic.in](http://www.sundergarh.nic.in) up to 08.06.2020 for wide publication and timely response.

Block Development Officer

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Annexure-I

### TERMS AND CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidders for providing a Vehicle on hire on monthly rent basis.

1. The vehicle should be **BS-IV compliant Petron (or Diesel) driven Vehicle** preferably **TUV 300/ BOLERO/ SUMO GOLD/ ERTIGA** with minimum average mileage of **10 (Ten) Kilometers per Litre** for official use in the office of the **Panchayat Samiti, Hemgir** on monthly rent basis. The maximum hire charges per month excluding taxes is Rs.31,000/- (Rupees Thirty-one Thousand) only per month. The Bidder may quote their rate accordingly. Further, the remuneration of Driver is to be paid by the vehicle owner within this amount. The expenditure to be incurred so far in this regard will be met out of **MGNREGS Administrative Contingency available at the Hemgir Block till 31.03.2021.**
2. The 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 D.L. of the Driver available all the times. The Office of the Panchayat Samiti, Hemgir hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicle or loss of life/ injured vehicle any manner whatsoever. The hire shall be responsible for all such litigation.
3. The hire charge is to be paid to the vehicle owner on monthly basis (subject to availability of government allotment) on submission of Bills and Log Book. The vehicle owner should pay the cost of fuel (POL) and submit the bills along with the monthly hire charges bill for payment. Monthly hire charges and remuneration towards the cost of fuel will be paid in every succeeding month, as far as possible within fifteen days from the date of submission of bills by the vehicle owner (Travels Agencies/ Tour Operators or Private Individuals) and no advance payment will be made at any cost or request.
4. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating Oil of Engine, Gear Box and differential Coolant, Tyres & Tubes, Battery etc. will be borne by the successful bidder.
5. 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.
6. In case of breakdown for reasons whatsoever the replacement of vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder for the period of breakdown.
7. In case the vehicle do not report regularly, the authority shall has the right to reject the agreement/ engagement and may engage fresh vehicle from other source as per suitability, for which the bidder cannot claim or object for same.



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8. In case of emergency the driver will have to report for duty as per the requirement of hirer for which no extra payment shall be demanded.
9. The vehicle shall not be more than 3 years old from the initial registration to the date of Quotation/ Tender Call Notice and should be in good running condition during the period of contract.
10. The hired vehicles cannot be used for any private/ commercial purpose beyond office hours during holidays.
11. The hiring may be discontinued immediately, when the vehicle is no longer required for offices.
12. If the services are found to be unsatisfactory, the clients shall give one month notice and terminate the agreement.
13. In case the service provider intends to withdraw the service of his/ her vehicle and terminate the agreement, it shall be mandatory upon him/ her to grant one month notice before such withdrawal.
14. If the bidder violets any of terms of contract the authority to forfeit the entire amount of security deposit and any other financial claims pending with the office.
15. The undersigned reserves the right to reject any or all tenders or cancel the entire process without assigning the reason thereof.

Block Development Officer  
Hemgir

*(Handwritten signature in green ink)*



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Dist: - Sundargarh (Odisha), e-Mail ID: - ori-hemgiri@nic.in

Annexure-II

GENERAL INFORMATION FOR HIRING OF VEHICLE

- 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 the vehicle.  
Name:-  
Father Name:-  
Resident of Village/Town:-  
PO:-  
PS:-  
Dist:-  
Mob. No.
- 7) Fitness Certificate validity:-
- 8) Permit validity:-
- 9) Insurance validity:-
- 10) Pollution validity:-
- 11) Name & complete address of the driver.  
Name:-  
Father Name:-  
Resident of Village/Town:-  
PO:-  
PS:-  
Dist:-  
Mob. No.
- 12) Driving License number & validity of the D.L. of the Driver:
- 13) Proposed hire charges of the vehicle per month excluding fuel cost:  
In Figure Rs. ....  
In Words (Rupees ..... ) only.
- 14) Rate of fuel consumption/ Mileage per litre:- **10 KMs per Ltrs. The cost of fuel will be paid as per actual basing on fuel vouchers.**
- 15) Contact Number of the Service provider (Tenderer/Quotationer)

Certified that the information submitted above is true to the best of my knowledge and belief. If any information knowingly or unknowingly suppressed by me and found lateron, my claims/ vehicle may be terminated from the engagement.

Date :  
Place:

Seal & Signature of the  
Quotationer/ Tenderer