



ANNEXURE-I

**QUOTATION / TENDER CALL NOTICE**

No 1613 / CDVO(S) Dt. 19.8.2020  
SEC-III /20(C) /2020

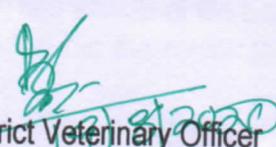
Sealed quotations / tenders are invited from interested reputed Services Providers / Travel Agencies / Tour Operators/ Private Individuals for providing 17 nos of vehicle for Mobile Veterinary Units in 17 blocks of Sundargarh District separately for individual block under Animal Resources Development Department, Sundargarh for a period of 1 year from the date of agreement as per terms and conditions mentioned below. After 31<sup>st</sup> March 2021 the agreement can be scratched unilaterally without mentioning any reason thereof. However, from 1<sup>st</sup> April 2021 the hired vehicles will be utilised as per the availability of funds and necessary instruction from the Government in this regard.

1. The vehicle must be in Road worthy condition, shall not be more then 3 years old from the date of initial registration and must have valid Registration Certificate (Commercial), Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. (Copies of which need to be enclosed with the (Annexure -III) 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/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Chief District Veterinary Officer, Sundargarh 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 hiring charges of vehicle including GST to be quoted in the general bid information (excluding fuel) in Annexure-III.
6. The vehicle must achieve a fuel efficiency of 10 Km per litre.
7. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per litre) and name of the Driver with Driving Licence No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation Tender (Annexure-III)
8. The Quotation completed in all respect should reach the undersigned on or before 14.09.2020 by 4 PM and shall be opened on 16.09.2020 at 10 AM. The meeting of the committee for opening of tender will be held at 10.30 AM on 16.09.2020 and quotationers concerned or their authorised representative are to participate it through Google Meet for which the link will be intimated in due time.
9. The application form of quotation /tender containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc. will be available in the O/o Chief District Veterinary Officer, Sundargarh on payment Rs. 100/- (for each vehicle bided upon) from 10.00 AM to 05.30 PM in working days and can also be downloaded from District Website [www.sundargarh.nic.in](http://www.sundargarh.nic.in) from dt. 20.08.2020 to dt. 14.09.2020. (upto 4 PM) In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft (Banker's cheque not allowed) in favour of CDVO, Sundargarh for an amount of Rs. 100/- (Rupees one hundred) only towards the cost of application along with the application.

Contd.....

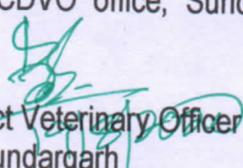
10. In the event of dispute, that may arise and in case the matter is referred to court of Law, the competent court within jurisdiction of Sundargarh shall have the "Authority" to decide and dispose the litigation.
11. The undersigned holds the right to cancel the quotation without showing any reason thereof.
12. There will be no physical meeting with the quotationers / their representatives during opening of sealed quotations received from various Quotationers for hiring of vehicles in view of COVID-19 Pandemic guidelines issued by Health Department, Govt. of Odisha. So, Quotationers need not to be present at the time of opening of quotations.
13. However, there will be a virtual meeting through "Google Meet" platform, the link of which will be shared through the "Whatsup Number" and "Email Ids" of Quotationers before the day of opening of quotations.
14. The Quotationers have to furnish mandatorily their or their authorised representative **Whatsup Number** and **Email Ids** and clearly mention the name of the **Block** on the envelope for which he/ she wishes to apply.
15. The Quotationers are requested to confirm their participation through a return mail or a whatsapp message. If no confirmation is received from the Quotationers, it is presumed that they confirm their participation.

Encl : Annexure (II & III)

  
Chief District Veterinary Officer  
Sundargarh

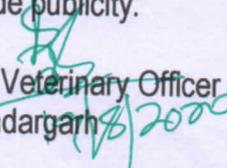
Memo No. 1614 / CDVO(S) Dt. 19.8.2020

Copy to the CDVO Notice Board / Account section of CDVO office, Sundargarh for information.

  
Chief District Veterinary Officer  
Sundargarh

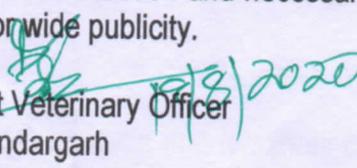
Memo No. 1615 / CDVO(S) Dt. 19.8.2020

Copy forwarded to the DIO, NIC, Sundargarh for information and necessary action. He is requested to hoist the advertisement in the NIC District Website for wide publicity.

  
Chief District Veterinary Officer  
Sundargarh

Memo No. 1616(25) / CDVO(S) Dt. 19.8.2020

Copy submitted to the PA to Collector and District Magistrate, Sundargarh / PA to PD, DRDA, Sundargarh/ RTO, Sundargarh/ RTO, Rourkela/ SDVO, Sundargarh / Panposh/ Bonai/ Deputy Director, DVH, Sundargarh/ all BVOs of Sundargarh district for information and necessary action with a request to display the notice on the office notice board for wide publicity.

  
Chief District Veterinary Officer  
Sundargarh

Memo No. 1617 / CDVO(S) Dt. 19.8.2020

Copy submitted to the Director of Animal Husbandry and Veterinary Services, Odisha, Cuttack for favour of kind information and necessary action.

  
Chief District Veterinary Officer  
Sundargarh

**TERMS AND CONDITIONS FOR HIRING OF VEHICLES**

The following terms and condition must be fulfilled by the successful bidder for proving 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. 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 person who gives the vehicle on hire shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis in final but does not include cost of fuel, which is to be paid separately basing on actual consumption as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts. Lubricating oil of Engine, Gear Box and differential coolant, Tyres and Tubes, Battery etc. 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 reason whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle / bidder, but the repair of the vehicle should be completed within 15 days and re-engaged.
5. The vehicle must be stickered front, back and side displaying different flag ship programme of the department and fund will be provided by the Department.
6. Agreement will be made with the successful bidder/ bidders for engagement of the MVU vehicle valid up to 31<sup>st</sup> March 2021 which may be extended with the approval of Director, AH & VS, Odisha, Cuttack in case of emergency situation.
7. The vehicle should remain in the VD/VH campus, but in case of security reason the undersigned may allow the MVU vehicle to stay in Hqr Village/ Town, but in no case vehicle will be allowed to remain outside Hqr Village/ Town area.
8. In case, the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
9. The vehicles shall report for duty for minimum of 25days in a month.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
11. The hired vehicle can't be used for any private /commercial purpose beyond the office hour.
12. Monthly hire charges and reimbursement towards cost of fuel (as per actual) of selected bidder will be paid in every succeeding month (if fund is available from Govt.) as far as possible within fifteen days of the submission of bills by the service provider and the advance payment will be made.
13. 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.
14. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
15. 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.
16. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
17. The maximum hiring charges per vehicle is Rs. 30,000/- (including GST). The bidders are to quote hiring charges including GST for each vehicle.
- 18.

Signature of  
Quotationer / Tenderer

**GENERAL INFORMATION FOR HIRING MVU VEHICLES**  
**(FOR SUNDARGARH DISTRICT)**

- 1) Name of the Block for which quoted :
- 2) Registration No. of vehicle :
- 3) Type of vehicle (AC/ Non-AC) :
- 4) Year of Manufacture :
- 5) Model :
- 6) Date of Registration :
- 7) Name and complete address of the owner of vehicle :
- 8) Fitness Certificate validity up to :
- 9) Permit validity up to :
- 10) Insurance validity up to :
- 11) Name / Address of the Driver :
- 12) DL No & validity (up to) of the DL of the driver :
- 13) Proposed hire charge of the vehicle per month. Excluding fuel cost (Hiring charge + GST ) :
- 14) Rate of fuel consumption / mileage per litre. :
- 15) Contact Number of the Travel Agencies / Tour Operators or private individual  
 Mobile \_\_\_\_\_ Telephone \_\_\_\_\_

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

Signature of  
 Quotationer / Tenderer

N.B. (I) For each vehicle separate sets of documents along with Annexure-III should be submitted.