

Government of Odisha  
Labour & ESI Department

Joint Labour Commissioner, Uditnagar, Rourkela

Sealed Quotation/Tenders are invited from interested reputed Travel / Tour Operators or commercial individuals for providing 01(One) no. of AC Petrol (Tiago/Bolt/ Celerio, BS-IV variant) driven vehicle having sitting capacity not more than 04+01 including driver, which shall conform to the terms & Conditions (Annexure-II) for official use in Joint Labour Commissioner, Uditnagar, Rourkela Office on monthly rent basis.

1. The vehicle must be in road worthy condition, shall not be more than 03 (three) 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, etc which are mandatory of playing of vehicles.
2. The Driver of the vehicle must have a valid Driving License from 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 drawn in favour of the District Labour Officer, Rourkela 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 rent of hiring charges to be quoted separately in the General Bid information (excluding fuel and lubricant).
6. The vehicle must achieve a fuel efficiency of 17 Kms per Litter.
7. The details of the make and year of manufacture of the vehicle, Registration No., mileage (Kms covered per Litter) 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).
8. The Quotation in all respects should reach the undersigned on or before 24-05-2022 by 02.00 P.M. in a sealed envelope clearly mentioning on the top of it "Quotation for selection of hiring vehicle" through Regd. Post / Speed Post only and shall be opened on 26-05-2022 at 11.00 A.M. in presence of the Bidders or their Authorized Representatives.
9. The application form of Quotation / Tender containing General Bid information and Terms & Conditions for hiring of vehicle, etc. will be available with the Joint Labour Commissioner, Rourkela.
10. The Authority reserves the right to accept or reject all or any of the proposals and terminated the selection process without assigning any reason thereof.

Encl : As above

1. Annexure-II
2. Annexure-III

  
Joint Labour Commissioner  
Rourkela

TERMS & CONDITIONS OF HIRING OF VEHICLES

The following Terms & 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, Fitness Certificate, valid contact carriage permit, proof of up to date Tax payment, etc. and Driving License 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 properties on account of use of hired vehicle in any manner whatsoever. The hirer shall be responsible for all such litigations.
2. The hire charges to be paid for monthly basis is final, but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricant as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricant oil of engine, gear box and differential coolant, Tyres & 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 break down 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 does not report regularly, the authority will be at liberty to reject the Agreement and any engaged vehicle from other source.
6. The vehicles shall report for duty for minimum 25 days in a month.
7. In case of emergency, the Driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hiring charges and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected Bidders will be paid in every succeeding months as per as possible within 15 days of the submission of Bill by the service provider and no advance payment will be made.
9. The vehicle shall not be more than 03 (three) years old from the date of initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the Agreement.
11. 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.
12. If the Bidder violates any of the terms of contract, Government shall forfeit the entire amount of Security Deposit.

  
Joint Labour Commissioner  
Rourkela

Annexure - IIIGENERAL 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 litre:-
- 14) Contact Number of the Service provider (Tenderer/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**