



ଜିଲ୍ଲା ମୁଖ୍ୟ ପ୍ରାଣୀ ଚିକିତ୍ସାଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ସୁନ୍ଦରଗଡ଼  
OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, SUNDARGARH  
AT/PO- RANGADHIPA, DIST. SUNDARGARH PIN-770002  
E-mail id- odisun-nadrs@nic.in




### QUOTATION / TENDER CALL NOTICE

No. 4276 / CDVO(S) Dt. 14/12/2022  
SEC-III /20(C) /2020

Sealed quotations / tenders are invited from interested reputed Services Providers / Travel Agencies / Tour Operators/ Private Individuals for providing 03(three) nos. of vehicle for Mobile Veterinary Units in 03(three) blocks i.e. Kuarmunda, Rajganagpur & Balishankara 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> December 2023 the agreement can be scratched unilaterally without mentioning any reason thereof. However, from 1<sup>st</sup> January 2024 the hired vehicles will be utilised as per the availability of funds and necessary instruction from the Government in this regard.

1. The monthly rate of hiring charges of vehicle including GST to be quoted in the general bid information (excluding fuel) in Annexure - II.
2. 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 - II)
3. The interested service providers/Travel Agencies/Tour Operators/Private Individuals may submit their quotation on the prescribed format completed in all aspect addressed to the CHIEF DISTRICT VETERINARY OFFICER, SUNDARGARH in sealed cover super scribing "**Quotations for vehicle for MVU, Block ..... (Block Name).**"
4. The Quotation completed in all respect should reach the undersigned on or before 23.12.2022 by 4 PM and shall be opened on 27.12.2022 at 11.30 AM.
5. 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) ([https:// sundargarh.nic.in](https://sundargarh.nic.in)) from dt. 12.12.2022 to dt. 23.12.2022. (up to 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 Chief District Veterinary Officer, Sundargarh for an amount of Rs. 100/- (Rupees one hundred) only towards the cost of application along with the application.

Encl : Annexure (I, II, III & IV)

  
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. Preferably the vehicle is BS – IV compliant petrol vehicle(TUV 300 / Bolero / Sumo Gold / Ertiga) to avoid pollution through use of diesel vehicle and it should be accommodate minimum three persons with all need based medicines, chemicals, equipments and biological etc.
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 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.
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, obedient and non-alcoholic in nature.
6. In case, absence of driver for whatsoever reasons, the owner shall arrange substitute driver for the vehicle for same specification.
7. 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.
8. Vehicle should be regularly serviced and kept under optimum running condition so as to avoid any break down and accidents attributable to lack of maintenance and upkeep.
9. 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 without compromising the service of the MVU, but the repair of the vehicle should be completed within 15 days and re-engaged.
10. 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 and the vehicle owner will give his consent for snickering of the vehicle to be engaged.
11. The vehicle owner will go for an agreement for one year and to install GPS tracking device for monitoring and supervision of MVU program as per the Government guideline.
12. Agreement will be made with the successful bidder/ bidders for engagement of the MVU vehicle from dt. 01 Jan 2023 & valid up to 31<sup>st</sup> December 2023 which may be extended with the approval of Director, AH & VS, Odisha, Cuttack in case of emergency situation. In that situation the vehicle owner must co-operate for rendering uninterrupted MVU service.
13. 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.

14. No extra charge will be paid for the night halts at out station and the lodging/boarding charge of the driver will be borne by the owner of the vehicle.
15. The vehicle should have proper & functional odometer
16. In case, the vehicle does not report regularly, the authority will be at liberty to reject the agreement with consultation with the reporting officer of the concerned institution and may engage vehicle from other source.
17. The vehicles shall report for duty throughout the month.
18. The hired vehicle can't be used for any private /commercial purpose beyond the office hour.
19. 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 in no case the advance payment will be made or services of the vehicle will be ceased due to want of payment.
20. The vehicle shall not be more than 3 years old from the initial registration & the time of quote and also in good running condition during the period of contract. Vehicles older than 5 years should be replace by the new vehicle by the service provider.
21. Vehicle should be kept in clean and tidy condition and should have a clearly visible registration number in the vehicle.
22. The maintenance of the vehicle shall be the responsibility of the owner of the vehicle.
23. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
24. 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 two months notice before such withdrawal of service and termination of agreement.
25. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
26. The maximum hiring charges per vehicle is Rs. 31,000/- (Rupees thirty one thousand only) (including GST). The bidder has to quote hiring charges including GST for each vehicle.
27. In case of similar quoted price, preference will be given to the local vehicle / new vehicle (preferably for the same block for which the vehicle is quoted for)
28. 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.
29. The vehicle must achieve a minimum average mileage of 10 Km per litre of fuel.
30. The owner must have valid GST certificate and submit the copy of GST deposit made by him.
31. 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.
32. The undersigned holds the right to cancel the quotation without showing any reason thereof.
33. Interested bidder can apply for more than one block by applying separately for each block.
34. Bidder must write name, address and block name for which he is bidding over the envelop.

Signature of  
Quotationer / Tenderer

**GENERAL INFORMATION FOR HIRING MVU VEHICLES**  
**(FOR SUNDARGARH DISTRICT)**  
**(Use capital Letters)**

- 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 - II should be submitted.

The bidder must submit the following self signed documents along with duly filled application form.

- 1) Commercial registration certificate of the vehicle
- 2) Up to date tax payment receipt
- 3) Valid insurance payment of the vehicle.
- 4) Valid DL of the driver
- 5) Valid road permit
- 6) Valid GST certificate of the owner
- 7) Valid Fitness Certificate of the vehicle
- 8) Valid Contract Carriage Permit of the vehicle
- 9) Valid PUS certificate of the vehicle
- 10) PAN Number of the owner of the vehicle.
- 11) Signed copy of the Terms & Conditions
- 12) Signed the copies of Annexure-I, II, III & IV
- 13) Bank draft/ Money Receipt of 100/- (one hundred) towards the cost of application.

UNDERTAKING ON FRAUD & CORRUPTION (for Bidder)

I / We .....do hereby undertake that, in competing for (and, if the award is made to us, in executing) the subject contract for providing vehicle for Mobile Veterinary Unit for a period of one year under Auction Notice No .....dated..... I/we shall strictly observe the terms and conditions against fraud and corruption in force in the country.

SIGNATURE:

NAME & DESIGNATION:

DATE:

NAME & ADDRESS OF THE FIRM:

Annexure - IV

UNDERTAKING BY THE BIDDER / APPLICANT

I/We hereby undertake that

- 1) We have thoroughly read the terms & conditions and examined the call for empanelment document of this tender along with all its schedules, annexure etc.
- 2) In case our application is incomplete in any respect or we violate any of the prescriptions given therein the CDVO, Sundargarh shall, without prejudice to any other right or remedy, be at liberty to forfeit the application fee deposited by us.
- 3) We are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required therein.
- 4) We are not blacklisted / defaulted in any manner by any Central Govt. / State Govt. / Public Sector Undertaking in India.
- 5) In case of any false document submitted and found any time in future the firms shall be liable to be proceeded against as per prevailing laws.
- 7) The PAN No. under the Income Tax Act is \_\_\_\_\_ and GST Registration No. is \_\_\_\_\_.
- 8) I/We shall be responsible for the payment of the respective taxes to the appropriate authorities.
- 9) I/We shall remain obedient to the officers enrolled for MVU activity of the respective block.

Signature of Applicant with stamp & date.