



By FAX/ E-Mail/ Regd. Post/ Speed Post

ଝିଲ୍ଲା ପରିଷଦ, ସୁନ୍ଦରଗଡ଼

**ZILLA PARISHAD, SUNDARGARH**

(Sundargarh-770001, Email:ori-dsundargarh@nic.in, Tel.No. 06622-273873)  
(Panchayati Raj & Drinking Water Department, Odisha, Bhubaneswar)

No. 559 /ZP Dated the 4<sup>th</sup> March, 2023

**TENDER CALL NOTICE**

**STANDARD BIDDING DOCUMENT**

Sealed Tenders are invited from the interested reputed Travels Agency/Tour Operators/ Private Individuals having GST Registration for providing one Diesel drive vehicle(AC) preferably TUV 300/Bolero/Sumo Gold/Ertiga with minimum average mileage of 10 (Ten) kilometers per litre for official use for supervision and monitoring of Sanitation/ SBM-G works at field in the district, as per the terms and conditions at **Annexure-I**.

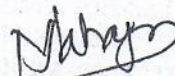
- 1) The Vehicle must be in Road Worthy condition, and shall not be more than 3 years old from the date of initial registration to the date of Tender Call Notice and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Under Control certificate, Valid Contract Carriage Permit, Proof of up to date tax payment etc. which are mandatory for plying of Vehicle.
- 2) The Driver of the Vehicle must have valid Driving license for driving light transport passenger vehicle and should be experienced in driving transport passenger vehicle.
- 3) The Driver should be non alcoholic, well behaved, gentle and obedient by nature.
- 4) A sum of **Rs.1000/- (Rupees One thousand)** only shall be deposited by the intending bidders in shape of Account payee Bank Draft in favor of **Chief Development Officer-cum-E.O., Zilla Parishad, Sundargarh**. The D.D. must be 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 hire charges including GST be quoted separately in the general bid information excluding fuel (POL).
- 6) The vehicle must achieve a fuel efficiency of 10 KMs per litre.
- 7) The details of the make and year of manufacture of the vehicle, Registration number, mileage (KMs covered per liter) and name of the Driver with Driving license Number and period of validity should be specifically provided in the general bid information being furnished with the Tender at **Annexure-II** enclosed herewith.
- 8) The application form of Tender containing General Bid information and terms and conditions for Hiring of Vehicle etc. can be downloaded from the official website of Sundargarh District "[www.sundargarh.nic.in](http://www.sundargarh.nic.in)" for the period from **04.03.2023 to 18.03.2023**.
- 9) The bidders may drop their quotations/tenders in **Annexure-II** along with supporting documents in the Drop Box kept in Office of the Chief Development Officer-cum-E.O., Zilla Parishad, Sundargarh or may submit through Indian Post (Speed Post/ Registered Post) during office hour from **04.03.2022 (10.00 AM) to 18.03.2023 (03.00 PM)**. **The received beyond the time limit will not be accepted.** The bids received so far in this regard in above mode shall be opened on **18.03.2022 at 04.00 PM** in presence of bidders or their authorized representatives.

  
**Chief Development Officer-cum-  
Executive Officer, Zilla Parishad,  
Sundargarh.**

**TERMS & CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly basis.

1. The vehicle should be Diesel drive preferably TUV 300/Bolero/Sumo Gold/Ertiga with minimum average mileage of 10 (Ten) kilometers per litre. GST registration is compulsory for any Service provider to provide hired vehicles.
2. The hired vehicles shall have all necessary MV documents such as:- valid Registration Certificate, Insurance Certificate, Fitness Certificate, PUC Certificate, Valid contract Carriage Permit, Proof of up to date tax payment etc. and Driving License of the driver available all the times with him and a copy of the same should also be deposited in the office during the period of contract. 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 damages to any property on account of use of the hired vehicle any manner whatsoever. The hirer shall responsible for all such litigation.
3. The hire charge is to be paid to the vehicle owner on monthly basis on submission of Bill and Log Books. The vehicle owner should pay the cost of fuel (POL) and submit the bills along with the monthly hire charges including GST bill for payment. Monthly hire charges including GST and reimbursement 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 Agency/Tour Operators/ 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., payment of insurance/Road tax etc will be borne by the successful bidder/Owner of vehicle.
5. It shall be the responsibility of the bidder to provide a good driver being non alcoholic, well behaved, gentle and obedient by nature and the salary of the driver shall be borne by the owner.
6. In case of breakdown for reason 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 or used by agency for any private/commercial purpose beyond office hours or during Holiday, the authority 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 the same.
8. In case 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 Tender Call Notice and should be in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the clients shall give one month notice and terminate the agreement.
11. 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.
12. If the bidder violates any of the terms of contract the authority has the right to forfeit the entire amount of security deposit.



**Chief Development Officer-cum-  
Executive Officer, Zilla Parishad,  
Sundargarh.**

**GENERAL INFORMATION FOR HIRING OF VEHICLES**

1	Registration No. of the Vehicle:	
2	Type of Vehicle(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..... P.O.....P.S..... District..... Mobile 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..... P.O.....P.S..... District..... Mobile No.....
	Driving License number & validity of the D.L. of the Driver:	
12	<b>Proposed hire charges including GST of the vehicle per month excluding fuel cost:</b>	<b>In Figure: Rs.</b> <b>In Words:</b>
13	Rate of fuel consumption/ Mileage per liter:	<b>10 KMs per Litre. The cost of fuel will be paid as per actual basing on fuel vouchers.</b>
14	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/ unknowingly suppressed by me and found later on, my claims/ vehicle may be terminated from the engagement.

Date.....

Place.....

**Seal & signature of the  
Quotationer/ Tenderer**

Memo No. 560 / ZP

Dated the 4th March, 2023

Copy forwarded to the ADM, Sundargarh/ Sub-Collector, Sadar, Sundargarh/ RTO, Sundargarh/ All Block Development Officers of this district with a request to hang a copy of this Quotation Call Notice in the Notice Board for more publicity and competition.

  
**Chief Development Officer-cum-  
Executive Officer, Zilla Parishad,  
Sundargarh.**

Memo No. 561 / ZP

Dated the 4th March, 2023

Copy to DIO, NIC, Sundargarh with a request to upload this Quotation Call Notice in the Sundargarh District Web Site [www.sundargarh.nic.in](http://www.sundargarh.nic.in) from **04.03.2023** to **18.03.2023** for wide publication and timely response.

  
**Chief Development Officer-cum-  
Executive Officer, Zilla Parishad,  
Sundargarh.**