



Annexure-I

DISTRICT SPORTS OFFICE, SUNDARGARH

Hockey Training Centre, Bhawanipur Sports Complex
Sundargarh – 770020, Email - pykkasng05@gmail.com

No: 768

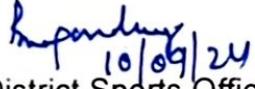
Date: 10.09.2024

QUOTATION CALL NOTICE

Sealed quotations are invited from the Travel Agency/Individual Car Owner by registered post only for monthly hiring of one no. Private TUV300/Bolero/Sumo Gold/ Ertiga etc for District Sports Office, Sundargarh on monthly rental basis for use of District Sports Officer Sundargarh. Interested travel owner/Car owner may submit quotation mentioning charges per month with the following terms and conditions in the prescribed form enclosed herewith (Annexure-A & B).

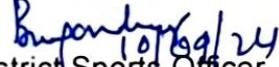
1. The service provider shall have valid OGST registration to participate in the tendering.
2. The service provider, participating the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. The Vehicle must be in road worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
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 and obedient in nature.
6. A sum of Rs.10,000/- shall be deposited by the intending bidders in shape of account payee bank draft drawn in favour of District Sports Officer Sundargarh and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
8. The Vehicle must achieve a fuel efficiency/minimum average mileage of 10 km per liter and maximum hire charges per month excluding taxes is Rs. 31,000/-.
9. The details of the make and year of manufacture of the vehicle, registration no. mileage (KM covered per liter) and name of the Driver, Driving License no. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation (Appendix-B).
10. The Quotation completed in all respect should reach the undersigned on or before - 30.09.2024 by 04:00 P.M. and shall be opened on the same day at 05:00 P.M. in presence of the bidders or their authorized representatives in the chamber of the ADM (General), Collectorate, Sundargarh.
11. The application form of quotation/tender containing General Bid information & Term & condition for hiring of Vehicles etc. will be available at District Sports Office Sundargarh. The applicant shall furnish a demand draft for an amount of Rs.1000/- (Rupees One Thousand) only towards the cost of application along with the application.

12. Repair & maintenance cost of vehicle, payment of Road Tax, payment of salary of the driver will be paid by the vehicle owner.
13. The vehicle will remain in the campus premises of District Sports Office Sundargarh (HTC Sundargarh) and the Log book shall be maintained properly.
14. The quotation shall reach before the undersigned by 30.09.2024, till 04:00 PM and which will be opened on the same day in presence of the bidders or his authorized representatives at 05:00 PM.
15. The quotations received beyond the stipulated period will not be entertained.
16. The undersigned reserves the right to reject all or any quotation without assigned any reason thereof.
17. The cost so incurred shall be met out of available contingency (M.V) of District Sports Office, Sundargarh and a register shall be properly maintained on hiring of the Vehicle.
18. For any further clarification or any decision, the Finance Department notification no. 22924, dated 14.08.2023 shall be referred.


10/09/24
District Sports Officer
Sundargarh

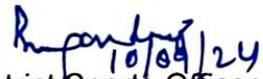
Memo No. 769 / Date 10.09.24

Copy submitted to Collector Sundargarh, for favour of kind information and necessary action.


10/09/24
District Sports Officer
Sundargarh

Memo No 770 / Date 10.09.24

Copy submitted to ~~the~~ Joint Secretary to Government, Sports and Youth Services, Government of Odisha for information and necessary action with reference to his letter no 30146/SYS, dated 28.11.2023.


10/09/24
District Sports Officer
Sundargarh

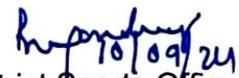
Memo No 771 / Date 10.09.24

Copy submitted to the RTO, Sundargarh for information and necessary action with reference to the approved note sheet (copy enclosed).


10/09/24
District Sports Officer
Sundargarh

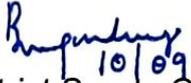
Memo No 772 / Date 10.09.24

Copy to Notice Board of Collectorate, Sundargarh/ District Sports Office, Sundargarh / Sports Hostel, Sundargarh for information of general public.


10/09/24
District Sports Officer
Sundargarh

Memo No 773 / Date 10.09.24

Copy submitted to the DeGM Sundargarh to post in the district website, sundargarh.odisha.gov.in for wide publicity.


10/09/2024
District Sports Officer
Sundargarh

Memo No 774 / Date 10.09.24

Copy to the D.I & P.R.O Sundargarh for information with a request to publish the above news in odia daily newspaper for wide publicity.


10/09/2024
District Sports Officer
Sundargarh

Terms & Conditions

The following terms and 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, Pollution 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.

2. 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 hirer shall be responsible for all such litigation.

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 and as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.

4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.

5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.

6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.

7. The vehicles shall report for duty for minimum of 25 days in a month.

8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.

9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.

10. 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.

11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

12. 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.

13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.



Seal & Signature of
Quotation/Tender Calling Authority

Designation

Annexure-B**General Information**

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
✓ 3	OGST Number	
4	GeM Registration Number	
✓ 5	Bank Account No and IFSC Code	
✓ 6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
✓ 11	Fitness Certificate validity	
✓ 12	Pollution Certificate validity	
13	Permit validity	
✓ 14	Insurance validity	
15	Name / Address of the Driver	
✓ 16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

Seal & Signature of
Quotationer / Tenderer