



**Department of Water Resources**  
**Odisha Community Tank Development Management Society**

Plot No-A-8/2, Beside RTO Office, Bhoi Nagar, Bhubaneswar-751022

Ph. 0674-2542252, E-Mail: spuoiipcra.od@gov.in

Letter No. 553, Date: 16.11.19

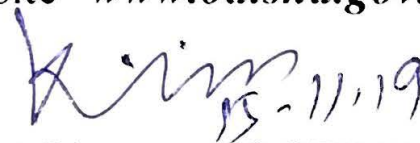


**QUOTATION CALL NOTICE FOR HIRING VEHICLES**

Sealed quotations are invited for supply of hired vehicles for official use of OCTDMS, Bhubaneswar on **Monthly Basis** for a period of one year.

- Sealed quotations should reach the Project Director, OCTDMS-cum-Additional Secretary to Govt., DoWR in the campus of Plot No-A-8/2, Superintending Engineer, Central Minor Irrigation Circle, beside RTO office, Bhoi Nagar, Bhubaneswar-751022 on or before **29/11/2019** by **3.00pm** positively.
- Sealed quotations will be opened on same day i.e. on **29/11/2019** at **3.30pm** in the Conference Hall of OCTMP in presence of all the bidders, who prefer to remain present.
- The bidder should write "QUOTATIONS FOR SUPPLY OF HIRED VEHICLES ON MONTHLY BASIS" on the top of the separate sealed envelope.
- The authority reserves the right to accept/reject any or all quotations without assigning reason thereof.

Further details can be seen in the Govt. of Odisha website [www.odisha.gov.in](http://www.odisha.gov.in) under link advertisement.

  
15-11-19

**Project Director, OCTDMS**  
**-cum-Additional Secretary to Govt., DoWR**



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**Advertisement No.553 Date:16/11/2019**

DETAIL QUOTATION CALL NOTICE  
FOR ENGAGEMENT OF TRAVEL AGENCY/ TOUR OPERATORS  
FOR PROVIDING VEHICLES ON HIRE

**MONTHLY HIRED VEHICLE**

Signature of the quotationer

### Quotation for Vehicle Hire“**Monthly Hired Vehicle**”

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators/ Individual operators with GST registration for providing one**Tiago/Bolt/celerio** or equivalent vehicle having sitting capacity not more than four including driver, which shall conform to the Terms and Conditions (**Annexure-II**) for official/field use of OCTDMS, Bhubaneswar on monthly rent basis.

- The application form of Quotation/Tender containing General Bid Information and Terms & Conditions for Hiring of Vehicles can be downloaded from Odisha Govt. website [www.odisha.gov.in](http://www.odisha.gov.in) from **Dt:19/11/2019 to 29/11/2019**.
- Sealed quotations should reach the Project Director, OCTDMS, Plot No-A-8/2, Beside RTO Office, Bhoi Nagar, Bhubaneswar-751022 on or before **29/11/2019 by 3.00 pm** positively.
- Sealed quotations will be opened on the same day i.e. **29/11/2019 at 3.30pm** in the Conference Hall of OCTMP in presence of all the bidders/authorized representatives.
- 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, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for plying of vehicle.
- The hire charges to be paid for monthly basis is fixed but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricants 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.
- For each proposed vehicle a sum of **Rs.10,000/- (Ten Thousand)** shall be deposited by the intending bidders in shape of Demand Draft/ Banker Cheque (payable at Bhubaneswar) of a nationalized bank drawing in favour of the Project Director, OCTDMS along with the tender as security deposit. After completion of quotation process, the amount will be refunded to the unsuccessful bidders.
- The monthly rate of hire charges be quoted separately in the general bid information (**excluding fuel& lubricants**) but including the cost of driver.

Signature of the quotationer

- The vehicle must achieve a fuel efficiency of minimum **17Km per litre**.
- 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 license no. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (**Annexure-III**).
- 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.
- 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.
- In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
- The Drivers are to report for duty at 9.00am on each day (except public holidays). Security personnel to note entry time. In case of urgency Drivers will be required to report earlier as well as on holidays as desired by Project authorities. No extra payment shall be demanded. The vehicles shall report for duty for minimum of 25 days in a month.
- Requirement of vehicles may increase or decrease and is at sole discretion of authority.
- The vehicle once selected cannot be changed without prior permission from the client as the same would be provided with an entry pass to the secretary.

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Signature of the quotationer

**Annexure-II****Terms and Conditions:**

- The authority reserves the right to accept/reject any or all quotations without assigning reason thereof.
- The rate offered shall mention GST/IT etc.
- Client will not be liable for any payment for regular or accidental maintenance of the vehicle. In case of accident the Driver/2nd Party will be responsible to report with Police/Administrative authorities. All court cases due to breach of traffic rules due to accident are to be defined by the supplier and no extra amount will be paid by the client. The 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 what so ever. The supplier shall be responsible for all such litigation.
- The payment will be made on monthly basis only after submission of bills by the agency within a month and acceptance of bill by the client and no advance payment will be made. No bills submitted after one month of travel undertaken will be accepted by the client.
- GST (TDS) and IT (TDS) as applicable will be deducted and deposited by the client.
- The driver of the vehicle must have a valid transport driving license for driving light transport passenger vehicle. The driver so deployed with the vehicle should be well behaved, gentle and obedient in nature. The client reserves the right to direct to change the driver if required.
- If the services are found to be unsatisfactory/depending on requirement, the client shall has right to terminate the contract by giving 30 days' notice.
- The vehicles supplied 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, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for playing of vehicle.
- The starting Km READING will be calculated from client's destination.
- No change in price will be allowed with in the contract period.
- The hire charges to be paid monthly is final but does not include case of diesel, which is to be paid on actual consumption and lubricant as per Government norms. All the expenditure of the which towards repair, replacement of spare parts, lubricating oil of the engine, gear box & differential coolant, tyre, tube & battery etc will be borne by the bidder. Only tolls & parking fees if any to be paid extra on production of original invoice with hiring bill.
- If the successful bidder withdraws his services prior to one year of contract and violates any of the terms of contract, OCTDMS shall forfeit the entire amount of security deposit.

Sd/-

**Project Director, OCTDMS-cum-  
Additional Secretary to Govt., DoWR**

Signature of the quotationer

**Annexure-III**

## General Information for Hiring Vehicles –

1	Registration No. of Vehicle:	
2	Year of Manufacture:	
3	Model:	
4	Date of First Registration:	
5	Name & Complete address of the owner of vehicle:	
6	Fitness Certificate validity:	
7	Permit validity:	
8	Insurance validity:	
9	Name/Address of the Driver:	
10	DL No. & Validity of the DL of the Driver:	
11	Proposed hire charge of the vehicle per month Excluding fuel cost:	
12	Rate of fuel consumption/Mileage per litre:	
13	Contact Number of the Service Provider (Tender/Quotationer)	
14	Mobile.....	
15	<p>Certified that the information submitted above is true to the best of my knowledge and belief.</p> <p><i>Seal &amp; Signature of the Quotationer/Tenderer</i></p>	

Signature of the quotationer