

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BOUDH  
(ST & SC Dev. Section)

No. 1541 /

Date. 12-11-2019

QUOTATION CALL NOTICE

Sealed quotations are invited from interested reputed Travel Agencies / Tour operators or private individuals for providing one number of vehicle i.e. Tiago/Bolt/Celerio (Petrol) preferable for BS-IV compliant petrol vehicle which shall confirm to the terms and conditions of F.D. O.M. No. 30464/F, dt. 06.09.2019 for official use in the District Welfare Office, Boudh on monthly rent basis.

1. 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, updated pollution certificate etc. which are mandatory for plying of vehicle.
2. The Driver of the vehicle must have a valid driving license for driving of 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 District Welfare Officer, Boudh 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 rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants)
6. The vehicle must achieve a fuel efficiency of 17 KMs per liter with maximum hire charges of Rs. 20,000/- per month as per F.D. O.M. No. 30464/F, dt. 06.09.2019.
7. The details of the make and year of manufacture of the vehicle, registration number, mileage (Km. covered per liter) 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. (Annexure-III)
8. The quotation completed in all respect should reach before the District Welfare Officer, Boudh by 30 11.2019 (by 5.30 pm) in person and shall be opened on 02.12.2019 at 4.00 PM in presence of the bidders or their authorized representatives.
9. The application form of quotation call containing general bid information & terms and conditions for hiring of vehicles etc. will be available with District Welfare Office, Boudh on payment of Rs. 100/- (Rupees One hundred) only on any working day from 10.00 AM to 5.30 PM or can be downloaded from District Website ([www.boudh.nic.in](http://www.boudh.nic.in)). In case the application form is downloaded from the District website, the applicant shall furnish a Demand Draft for an amount of Rs. 100/- (Rupees One hundred) only towards the cost of application along with the application.

*B. G. K.*  
*12-11-2019*

Seal & Signature of  
Quotation calling authority  
with Designation

**District Welfare Officer  
Boudh**

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 hired vehicle 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, updated pollution certificate 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 in any manner what so ever. The hirer shall be responsible for all such litigation.
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 lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of engine, gear box & different coolant, tires & tubes, Battery etc will be borne by the bidders.
3. It shall be 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 the breakdowns 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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for duty for minimum of 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 hire charge and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month as far possible within fifteen days of the submission of bills by the service provider and no advance will be made.
9. The vehicle shall not be more than 03 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/her vehicle and terminate the agreement, it shall be mandatory upon him/her 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, the undersigned shall forfeit the entire amount of security deposit.

*B. K. S.*  
12-11-2019

Signature of  
Quotation calling Authority

**District Welfare Officer  
Boudh**

GENERAL INFORMATION FOR HIRING OF VEHICLES

1. Registration No. of Vehicle :
  2. Type of Vehicle (A/C, Non A/C) :
  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 charges of the vehicle :  
per month excluding fuel cost
  13. Rate of fuel consumption/Mileage :  
per liter
  14. Contact number of the Service provider(Tenderer/Quotationer) :
- Mobile Number \_\_\_\_\_ Telephone \_\_\_\_\_

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

Seal & Signature of the  
Tenderer / Quotationer

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BOUDH  
(ST & SC Dev. Section)

Memo No. 1542 /

Date. 12-11 - 2019

Copy to the Notice Board of Collectorate, Boudh for wide publication.

Copy to District Informatics Officer, NIC, Boudh for information and necessary action. He is requested to upload the said quotation call notice in the District website [www.boudh.nic.in](http://www.boudh.nic.in)

Copy to all District Level officers / all Tahasildars/ All BDOs / all C.D.P.Os for information and necessary action.

*[Signature]*  
12-11-2019

District Welfare Officer  
**District Welfare Officer**  
Boudh

Memo No. 1543 /

Date. 12-11 - 2019

Copy submitted to the Additional District Magistrate, Boudh for favour of kind information and necessary action.

*[Signature]*  
12-11-2019

District Welfare Officer  
Boudh  
**District Welfare Officer**  
Boudh