

**OFFICE OF THE ASSISTANT REGISTRAR OF CO-OPERATIVE SOCIETIES, BOUDH**

Order No.: 1685 / Date: 2/11/20

**QUOTATION CALL NOTICE**

Sealed Quotations are invited from interested reputed Travel Agencies/Tour Operators/ private individuals for providing one number of Tiago/ Bolt/ Celerio (Petrol) car having sitting capacity not more than five including Driver, which shall conform to the Terms and conditions (Annexure-II) for official use in the Office of the Assistant Registrar of Cooperative Societies, Boudh on monthly rent basis.

1. The vehicle must be in Road worthy condition/ shall not be more than (03) three years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid contact 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 sufficient experienced in driving transport passenger vehicle.
  3. The driver should be well behaved, gentle and obedient in nature.
  4. A sum of Rs 5000/- (Rupees five hundred) only shall be deposited by the intending bidders in shape of account payee Bank draft/ Bankers Cheque drawn in favour of the Assistant Registrar of Cooperative Societies, 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 charges be quoted separately in the general bid information. (Excluding fuel and lubricants).
  6. The vehicle must achieve fuel efficiencies of 17 Kms per litre.
  7. The maximum hire charges per month excluding Petrol cost Rs 20,000/- (service Tax would be reimbursed separately over and above the hire charges)
  8. The details of the make and year of manufacture of the vehicle, Registration Number, 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 Quotation (Annexure-III)
  9. In view of pollution being high through use of Diesel Vehicles it is preferable to hire BS-IV compliant petrol vehicles (Finance Deptt. Notification No. 30464/f Dt. 06.09.2019 of Govt. Of Odisha)
  10. The Quotation completed in all respect should submit to the Undersigned on **09.11.2020** between **10.00 AM to 12.00 Noon** and shall be opened at **12.00 Noon** on the same day in presence of the bidders or their authorised representatives.
  11. The application form of Quotation containing general bid information and terms and conditions for hiring of vehicle etc. will be available in the Office of the ARCS, Boudh on payment of Rs 100/- by a demand draft towards the cost of application form from **02.11.2020** to **07.11.2020**.
- N.B.-** Preference will be given to the service provider submitting the bid at a laser cost than the maximum hire charges prescribed/ more fuel efficiency (Average millage) than the prescribed average millage of 17 KM/Ltr.

All the bidding selection procedure will be followed as per the Finance Deptt. Notification No. 30464/fDt. 06.09.2019 of Govt. of Odisha.

**Encl:** Terms and conditions for hiring of vehicle etc.

  
2-11-20  
Asst. Registrar of C.S., 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 rent basis.

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 hirer shall be responsible for all such litigation.

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 & differential Coolant, Tyres, & Tubes, Battery etc. will be borne by the bidder.

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

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

Monthly hire charges and reimbursements towards cost of diesel (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.