

**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER: BOUDH**

Email- cdvoboudh@gmail.com

**ANNEXURE-I**

**QUOTATION/TENDER CALL NOTICE**

No.....5..... /C.D.V.O(B)

Dt.....4.1.21.....

*Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individual for providing 01 no. of AC Petrol driven vehicles having sitting capacity minimum four persons preferable Tiago/ Celerio/ Bolt in good condition shall not be older than three year at the time of engagement which shall conform to the Terms and conditions (Annexure-II) for official use in Chief District Veterinary Office, Boudh through O/O Chief District Veterinary Officer, Boudh.*

- 1. The vehicle must be in Road Worthy condition, shall not be more then 3 years old from the date of initial registration and must have valid Registration Certificate, Fitness 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 a valid Driving License for driving 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.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Chief District Veterinary 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 Km per litre.*
- 7. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms 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 /Tender (Annexure-III)*
- 8. The Quotation completed in all respect should reach the undersigned on or before Dt.19.01.2021 by 05:00PM and shall be opened on the next day (Dt. 20.01.2021) at 11:00 AM in presence of the bidders of their authorized representatives.*
- 9. The application form of quotation /tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with O/O CDVO, Boudh on payment of Rs. 100/-(for each vehicle bidden upon) from 10:00 AM to 05:30 PM. In working days and can be downloaded from District Website [www.boudh.nic.in](http://www.boudh.nic.in) from Dt 05.01.2021. to Dt 19.01.2021 AN. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft in favour of CDVO, Boudh for an amount Rs.100/- (Rupee One Hundred) only towards the cost of application along with the application.*
- 10. In the event of dispute, the legal help can only be taken from the court of Boudh HQ*
- 11. The Chief District Veterinary Officer, Boudh holds the right to cancel all the quotations/tender paper at any stage without assigning any reason thereof.*

**Encl: Annexure- II & III**

  
Chief District Veterinary Officer  
Boudh

Memo No-<sup>64</sup>...../C.D.V.O(B) Date.....<sup>4.1.21</sup>.....

Copy to the Notice Board of the Collector & District Magistrate, Boudh, Superintendent of Police, Boudh, Sub- Collector, Boudh, Regional Transport Officer, Boudh, NIC, Boudh for wide publication.

*CBWD*  
<sup>04.01.2021</sup>  
Chief District Veterinary Officer  
Boudh

Memo No-<sup>7</sup>...../C.D.V.O(B) Date.....<sup>4.1.21</sup>.....

Copy submitted to the Director, Animal Husbandry & Veterinary Services, Odisha, Cuttack for kind information and necessary action with reference to Directorate letter no: 17362 /vet, Dt.10.11.2020.

*CBWD*  
<sup>04.01.2021</sup>  
Chief District Veterinary 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 rent basis.

1. 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.
2. The hire charges to be paid for monthly basis in final but does not include cost of <sup>Petrol</sup> ~~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.
3. 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.
4. 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.
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 vehicles shall report for duty for minimum of 30 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 charges and reimbursement towards cost of <sup>Petrol</sup> ~~diesel~~ (as pr 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.
9. 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.
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 service 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
13. The maximum hiring charges should be **Rs.20,000/-** (Excluding GST 12%). The bidders are to quote hiring charges and GST separately.

  
Signature of 04.01.2021,

Quotation/Tender Calling Authority

GENERAL INFORMATION FOR HIRING MVU VEHICLES (For Boudh District)

- 1) Name/Names of the Block for which quoted :-
- 2) Registration No. of Vehicle :-
- 3) Type of Vehicle (AC/Non-AC) :-
- 4) Year of Manufacture :-
- 5) Model :-
- 6) Date of registration :-
- 7) Name & complete address of the owner of vehicle :-
- 8) Fitness Certificate validity :-
- 9) Permit validity :-
- 10) Insurance Validity :-
- 11) Name /Address of the Driver :-
- 12) D.L. No. & Validity of the D.L. of the Driver :-
- 13) Proposed hire Charge of the vehicle per month  
Excluding fuel cost (Hiring Charge + GST %) :-
- 14) Rate of fuel consumption / Mileage per liter:-
- 15) Contact Number of the Service provider (Tenderer / Quotationer)  
Mobile..... Telephone.....

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

NB:- 1) Copy of all documents for above should be enclosed.

2) For each vehicle separate sets of documents along with Annexure III should be submitted

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