



**DISTRICT RURAL DEVELOPMENT AGENCY, BOUDH**

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No. 1321 // Dt. 28.05.2021

**Quotation Call Notice**

Sealed quotations are invited from interested reputed Travel Agencies/ Tour Operator/ Private individual owner for providing one no of Diesel driven Vehicle (i.e. **Bolero**) on monthly rent basis for official use in D.R.D.A, Boudh under Rural Housing Scheme. The application form of quotations containing general information, detailed Quotations Call Notice and terms and conditions of hiring of vehicle (**Annexure- I, II & III**) can be obtained from D.R.D.A, Boudh from dt. 27.05.2021 to dt. 10.06.2021 on all working days.

The quotation completed in all respect as per the above referred application forms should reach the undersigned on or before dt 10.06.2021 by **10.00 AM** and shall be opened on dt.10.06.2021 at **11.30 AM** in presence of the bidders or their authorized representatives in the office of the Project Director, D.R.D.A, Boudh. The quotation received after due date will not be considered.

The authority reserves all the right to accept, modify, reject any/ all the quotation(s) without assigning any reason thereof.

  
28/5/21  
Project Director  
DRDA, Boudh

Memo No. 1322 /Dt 28.05.2021

Copy forwarded to the District Informatics Officer, NIC, Boudh for information and necessary action with a request for hoisting in the web of NIC Boudh.

Copy forwarded to the DI & PRO, Boudh for information and necessary action with a request to display the Quotation Call Notice in their Notice Board.

Copy to Notice Board of D.R.D.A, Boudh/All BDOs for information and necessary action.

  
28/5/21  
Project Director  
DRDA, Boudh

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Annexure -I

Information to the Bidder

Sealed quotation is invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 (one) no of Diesel driven vehicles (i.e. **Bolero**) having sitting capacity not more than seven including driver, which shall conform to the Terms and conditions (**Annexure II**) for officials use in D.R.D.A, Boudh under Rural Housing Scheme on monthly rent basis excluding fuel cost. The general information of Quotation is given below.

- 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, Fitness Certificate, Insurance 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 suitably 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 thousand)only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Project Director, DRDA, 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 a fuel efficiency as per Government norms (Bolero-10 Kmpl)
- 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 (**Annexure-III**)
- 8 The Quotation completed in all respect should reach undersigned on or before **dt.10.06.2021 by 10.00 AM** and shall be opened on dt.10.06.2021 at 11.30 AM in presence of the bidders or their authorized representatives.
- 9 The application form of quotation containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with D.R.D.A, Boudh on from dt. 27.05.2021 to dt. 10.06.2021 by 9.00 AM.

  
**Project Director**  
**D.R.D.A, Boudh**  
**Project Director**  
**DRDA, Boudh**

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Annexure-II

**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.

- a) 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 etc. and D.L of the Driver available all the times. The Office/ Department hiring the vehicle, shall not be responsible in any manner for any damage/ loss caused to hired vehicle or loss life / injury made to any person or damage to any property on account of use of hired vehicle. The Contractor shall be responsible for all such litigation.
- b) 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.
- c) It shall be the responsibility of the bidder to provide a good driver and the salary & perquisite of the driver shall be borne by the owner.
- d) 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.
- e) The vehicle shall report for duty fully in a month.
- f) In case of emergency, the driver will have to report for duty as per the requirement of hire. No extra payment shall be demanded.
- g) 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 far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
- h) The vehicle shall not be more than 3 years from the initial registration and also in good running condition during the period of contract.
- i) If the services are found to be unsatisfactory, client shall give one month notice and terminate the agreement.
- j) 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.
- k) If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- l) Weightage will be given to higher version of vehicle.
- m) The successful Travel Agency / Owner has to furnish a declaration in writing that the Agency / Owner of the vehicle is neither a staff of D.R.D.A Boudh nor related to any of the D.R.D.A Employees.
- n) The authority reserves the right to terminate the contract at any time during the contract period without assigning the reason thereof with one month notice.

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Project Director  
D.R.D.A Boudh  
DRDA, Boudh

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Quotation format

GENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle:-
  
- 2) Types of Vehicle (AC/Non-AC) :-
  
- 3) Year of Manufacture :-
- 4) Model :-
- 5) Date of registration :-
- 6) Name of 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) Hire Charges of the vehicle per month  
Excluding fuel cost (both in figure and words):
  
- 13) Rate of fuel consumption / Mileage in KM per liter:-
  
- 14) Contact Number of the Service Provider (Quotationer )  
Mobile No. .... Telephone No. ....  
"Certified that the information submitted above is true to the best of my  
knowledge and belief."

Seal & Signature of the  
Quotationer