

OFFICE OF THE NOTIFIED AREA COUNCIL, NUAPADA

Email.id- nuapadanac@gmail.com

No 2324/Date 25.10.2018

Quotation/Tender Call Notice

Sealed quotations/tender are invited from interested reputed Travel Agencies/ Tour operators or private individuals for providing one number of AC Diesel Driven Vehicle (Preferably One Bolero) having Sitting Capacity not more than 10 including Driver.

Sl No	Type of Vehicle	Sitting Capacity
1	AC Bolero/ Marshal/ Tata Sumo/ Mahindra Maxx (Preferably Bolero)	Not more than ten including driver

The application form of quotation/ tender containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc. will be available with the NAC Nuapada. on payment of Rs. 100.00 (Rupees One Hundred) only from dt. 27.10.2018 to dt 17.11.2018 by 05.00.PM or can be downloaded from the District portal of Nuapada. In case the application form is downloaded from website, the applicant shall furnish a Demand Draft for an amount of Rs. 100.00 (Rupees one hundred) only towards the cost of application along with the application. The amount is payable to Executive Officer, NAC Nuapada

The Quotation completed in all respect should reach the undersigned on or before 19.11.2018 by 11.00 A.M and shall be opened on the same day at 03.00P.M in presence of the bidders or their authorized representatives.

Executive Officer
NAC, NUAPADA

Memo No. 1325

Dated. 25.10.2018

Copy submitted to the P.A. to Collector, Nuapada/ Addl. Dist. Magistrate, Nuapada / P.D DRDA, Nuapada / Tahasildar, Nuapada / B.D.O,Nuapada/ C.D.M.O, Nuapada / for information and necessary action with a request to publish this notice in their Notice board for wide publicity.

Copy to the Office Notice Board for information of General Public.

Executive Officer
NAC, NUAPADA

Memo No 1326

Dated. 25.10.2018

Copy submitted to the District Informatics Officer, Nuapada for favour of information and necessary action with a request to hoist the tender in District portal for wide publicity.

Executive Officer
NAC, NUAPADA

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1	AC Bolero/ Marshal/ Tata Sumo/ Mahindra Maxx (Preferably Bolero)	Not more than ten including driver

The following term and conditions must be fulfilled by the successful bidder for providing the vehicles on hire on monthly rent basis for Official use by the Nuapada NAC

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 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 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/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the Executive Officer, Nuapada NAC 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). Also daily hire charges may be quoted. Taxes, if any may also be indicated clearly. Monthly hire charges should not exceed. (Rs.20.000/- for vehicle quoted at Sl No. 01.
6. The vehicle must achieve a fuel efficiency of 10 Kms. Per litre for above vehicles.
7. The details of the make and year of manufacture of the Vehicle (s), 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. Both the vehicle will be stationed inside the campus of NAC Nuapada all the day (Both day & night), so that the same can be utilized as and when required by the Authority of the Institute.

9. The mobile number of the drivers so engaged by the successful bidder should be available and open all times, so that he can be informed during emergency time as and when required by the authority.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
11. The Quotation completed in all respect should reach the undersigned on or before 19.11.2018 by 11.00 A.M and shall be opened on the same day at 03.00P.M in presence of the bidders or their authorized representatives.
12. The application form of quotation/ tender containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc. will be available with the NAC Nuapada. on payment of Rs. 100.00 (Rupees One Hundred) only from dt. 27.10.2018 to dt 17.11.2018 by 05.00.PM or can be downloaded from the District portal of Nuapada. In case the application form is downloaded from website, the applicant shall furnish a Demand Draft for an amount of Rs. 100.00 (Rupees one hundred) only towards the cost of application along with the application. The amount is payable to Executive Officer, NAC Nuapada.
13. Individual Owner-cum-Driver can participate in the tender process.

Executive Officer
NAC Nuapada

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

The following terms and condition must be fulfilled by the successful bidder for providing vehicles on hire on monthly rent basis.

1. The hired vehicles, during period of contract/ hiring, shall have all necessary valid M.V. 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 / Officer hiring vehicle shall not be responsible for any damage/ loss caused to hired vehicle or losses 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 is final but does not include cost of fuel, 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, Lubricants oil of Engine, Gear Box and differential Coolant, Tyres and 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 engaged vehicle from other source.
6. The vehicle shall report for duty for minimum of 26days in a month and four days can be utilized by the Owner for maintenance, servicing etc.
7. From the date of engagement a plate showing “ On Govt. Duty, H&UD Deptt.” Be fitted in the front side and back side of the Vehicle.
8. Both the vehicle will be stationed inside the campus of NAC Nuapada all the day(Both day & night), so that the same can be utilized as and when required by the Authority of the Institute.
9. The mobile number of the drivers so engaged by the successful bidder should be available and open all times, so that he can be informed during emergency time as and when required by the authority including Govt. Holidays.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
11. Monthly hire charges and reimbursements towards cost of fuel (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.
12. 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.
13. If the services are founded to be unsatisfactory, the client shall give one month notice and terminate the agreement.

14. 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.
15. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
16. On the date of engagement of the Vehicles, two passport size photograph of Driver, copy of Driving License /Mobile No./ copy of RC Book be submitted to the Executive Officer, NAC Nuapada positively.
17. From the date of engagement the driver should not switch off Mobile and as and when called on from any Officer/ Staffs of NAC be should respond immediately.

Executive Officer
NAC Nuapada

GENERAL INFORMATON FOR HIRING VEHICLES.

1. Registration No. of Vehicle :
2. Type of Vehicle (AC/Non-AC) :
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. a) Proposed hire charges of the Vehicle per
Month excluding fuel cost. :
13. Rate of fuel consumption/ Mileage per liter :
14. Contract Number of Service provider:
(Tenderer/ Quotationer) Mobile..... Telephone.....
"Certified that the information submitted above is true to the best of my
knowledge and belief"

Seal & Signature of the
Quotationer / Tenderer