



**Odisha PVTG Empowerment & Livelihood Improvement Programme (OPELIP)
CHUKTIA BHUNJIA DEVELOPMENT AGENCY, SUNABEDA
ST &SC Development Department, Govt. of Odisha**

INVITATION TO BID

Sealed bids are invited from authorized contractors/builders for Hiring of Vehicle for OPELIP, CBDA, Sunabeda. The eligible bidders may visit website www.nuapada.nic.in

Bidders are strictly instructed to submit their bid through one medium i.e. through Hardcopy by hand or courier. Sealed bid must be delivered on or before 18.05.2020 by 12.00 (Noon) at this office of ChuktiaBhunjia Development Agency, Sunabeda (Near Circuit House, Nuapada), 766105, Dist- Nuapada.

The Special Officer reserves the right to accept or reject any or all bid without assigning any reason thereof.

Date: 11.05.2020Sd/-

Place: NuapadaSpecialOfficer, CBDA, Sunabeda

Quotation/Tender Call Notice

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01 nos. of AC/Non-AC Diesel driven vehicle having sitting capacity not more than 10 (ten) including driver, which shall conform to the terms and conditions as detailed in **Annexure-I** for official use in Special Officer, CBDA, Sunabeda, Nuapada on monthly basis.

1. The vehicle must be in Road conditions, 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 etc. which are mandatory for playing of vehicle.
2. The driver of the vehicle must have a valid driving license for driver light transport passenger vehicle and should be sufficiently experience 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 in **Favour of the Special Officer, CBDA, Sunabeda, Nuapada** and submitted along with the quotation as security deposit. After completion of selection process, the amount will be refunded to the bidders.
5. The maximum price for hiring is within Rs. 20,000/- (Rupees Twenty Thousand) only per month as per availability of allotment.
6. The monthly rent of hire charge be quoted separately in the general bid information. (Excluding fuel and lubricants)
7. The vehicle must achieve a fuel efficiency of 12 k.m Per litre.
8. The details of the make and year of manufacture of the vehicle registration No. 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 the quotation (**Annexure-II**)
9. The quotation completed in all respect should reached the undersigned on or before 04.02.2020 by 3.00 PM and shall be opened on the same day at 4.00 PM in presence of the bidders or their authority representatives.
10. The application form of quotation/tender containing General Bid Information and Terms and Conditions for hiring of vehicles etc. will be available with Accountant of the office payment of Rs. 100/- (Rupees One Hundred) only 8.00 AM to 1.30 P.M from 11.05.2020 to 18.05.2020 or can be 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 form along with the application.

**Special Officer,
CBDA, Sunabeda, Nuapada**

Memo No-_____ Date _____

Copy to Notice Board of Special Officer, CBDA, Sunabeda, Nuapada/President of private Taxi owner of Association, Nuapada/ Khariar road for information.

**Special Officer,
CBDA, Sunabeda, Nuapada**

Memo No _____ Date _____

Copy forwarded to Regional Transport Office (RTO), Nuapada for kind information and necessary action.

**Special Officer,
CBDA, Sunabeda, Nuapada**

Memo No _____ Date _____

Copy forwarded to District Welfare Officer, Nuapada for kind information and necessary action.

**Special Officer,
CBDA, Sunabeda, Nuapada**

Memo No-_____ Date _____

Copy to all BDOs / Tahasildars for information and necessary publication.

**Special Officer,
CBDA, Sunabeda, Nuapada**

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following Terms and Conditions must be fulfilled by the successful bidder 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 upto date tax payment etc. and D.L of the driver available at the times. The Department/Office hiring 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 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 or 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 a liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles 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 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.
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 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.
12. If the bidder violates any of the terms of the contract, Government shall forfeit the entire amount of security deposit.

GENERAL INFORMATION FOR HIRING VEHICLES

Registration No. of Vehicles :
Type of Vehicle (AC/Non-AC) :
Year of Manufacturer :
Model :
Date of registration :
Name & complete address of the owner of Vehicle :
Fitness Certificate Validity :
Permit Validity :
Insurance Validity :
Name/Address of the Driver :
D.L No & validity of the Driver :
Proposed hire charge of the vehicle per Month excluding fuel cost :
Rate of consumption/ Mileage per Litre :
Contact Number of the Service Provider (Tenderer/Quotationer) :
Mobile No..... Telephone

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

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

N.B. Xerox copies of supporting documents are to be enclosed herewith for verification.