

**CT & GST CIRCLE, NUAPADA, AT-KHARIAR ROAD**  
**(Under CT & GST Territorial Range, Bolangir)**  
**(Finance Department, Govt. of Odisha)**

No. 227 / CT & GST

Date: 28/01/21

**Quotation/Tender Call Notice 01/2020-21**  
**For Hiring of Vehicle**

Sealed quotation / tenders are invited from interested reputed Travel Agencies / Tour Operators or Private individuals for providing 01 (one) no of Vehicle (Mahindra Bolero-BS-VI) perfectly Petrol variant having sitting capacity not more than ten including driver, which shall conform to the Terms and Conditions (Annexure-II) for official use in the CT & GST Circle, Nuapada, Khariar Road on monthly rent basis.

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 Contract Carriage Permit, Proof of up to date tax payment etc. which are mandatory for plying of vehicle.
2. GST registration and Gem registration are compulsory for the service provider to provide hired vehicles to Government offices through Gem or through open bidding.
3. 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.
4. The driver should be well behaved, gentle and obedient in nature.
5. 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 **Asst. Commissioner of CT & GST, CT & GST Circle, Nuapada, At-Khariar Road** and to be submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.

6. The monthly rate of hire charge be quoted separately in the general bid information (Excluding fuel and lubricant).
7. The vehicle must achieve a fuel efficiency of **10 (Ten) kms.** 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/Tender (Annexure-III).
9. The Quotation Completed in all respect should reach the undersigned on or before **12.02.2021 by 05.00 P.M.** and shall be opened on **15.02.2021 at 01.30 P.M.** in presence of the bidders or their authorized representatives.
10. The application form of quotation/tender containing General Bid information & terms and conditions for hiring of vehicles etc. will be available at the **Asst. Commissioner of CT & GST, CT & GST Circle, Nuapada, At- Khariar Road** on payment of **Rs.200/-** from **01.02.2021 to 10.02.2021** during the office hour on working days which is non-refundable or can be downloaded from the Website [www.nuapada.nic.in](http://www.nuapada.nic.in) from dt. **01.02.2021 to 10.02.2021** The applicant shall furnish a demand Draft for an amount of Rs.200/-(Rupees Two Hundred) only in favour of the Asst. Commissioner of CT & GST, CT & GST Circle, Nuapada, At- Khariar Road payable at SBI Main Branch, Nuapada towards the cost of application along with the application.

*Handwritten signature and date: 28/01/2021*

Asst. Commissioner of CT & GST,  
CT & GST Circle, Nuapada, Khariar Road

Asst. Commissioner of CT & GST  
CT & GST Circle, Nuapada  
(At-Khariar Road)

**TERMS & CONDITION FOR HIRING VEHICLE**

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 vehicle during period of contact, 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 DL of the vehicle shall not be responsible for any damage / loss caused to hired vehicle pr loss of life/ injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hire shall be response for all such litigation.
2. The hire charges to be paid for monthly basis in final but does not include cost of petrol, 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, tires & Tubes, Battery tec. 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 reason 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 sources.
6. The vehicle 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 hire. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of petrol (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 service provider intends to withdraw the services of his vehicle and terminate the agreement, it 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 contract, Government shall forfeit the entire amount of security deposit.

Signature of

28/01/2021  
Quotation / Tender Calling Authority  
Asst. Commissioner of CT & GST  
CT & CST Circle, Nuapada  
(At-Kharlar Road)

**GENERAL INFORMATION 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. DL. No. & Validity of the DL of the Driver:-
12. Proposed Hire Charge of the Vehicle per month excluding fuel cost:-
13. Rate of Fuel consumption / Mileage per liter:
14. Contact No. of the Service Provider (Tender / Quotationer)

Mobile ..... Telephone.....

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

Seal & Signature of the  
Questioner /Tender