



OFFICE OF THE

SRUJANIKA MISSION SHAKTI MAHASANGHA, KHARIAR

AT/PO-KHARIAR, DIST-NUAPADA, PIN-766107 (ODISHA)



Letter No.08

Date 06-02-2024

To

The Dist. Information Officer,
NIC, Nuapada

Sub : Request for Uploading Tender Call Notice of hired vehicle under Srujanika Mission Shakti Mahasangh (BLF) Khariar.

Madam/Sir,

With reference to subject cited above I am request you for uploading Tender Call Notice in District NIC portal for hired vehicle under Srujanika Mission Shakti Mahasangh (BLF) Khariar. The availability of tender paper in NIC portal is form 06-02-2024 to 12-02-2024.

Interested travel agency will have to submit the filled tender paper to the "Srujanika Mission Shakti Mahasangha, Khariar" Mission Shakti Bhawan, Khariar on or before 12-12-2024 by 05:00 PM through registered post / speed post / courier or by hand only.

This is for your kind information & necessary action.

Yours faithfully

preamodini Punji

Secretary

Srujanika Mission Shakti Mahasangha
Srujanika Mission Shakti
Mahasangha, Khariar



OFFICE OF THE
SRUJANIKA MISSION SHAKTI MAHASANGHA, KHARIAR
AT/PO-KHARIAR, DIST-NUAPADA, PIN-766107 (ODISHA)



Letter No.02

Date 06-02-2024

TENDER CALL NOTICE

Sealed Tenders are Invited from registered travel agencies having valid GST Certificate for selection of travel agency for providing hired vehicle on monthly basis (four- Wheeler-Tiago, Bolt, Celerio (Petrol) for office use of "**SRUJANIKA MISSION SHAKTI MAHASANGHA (BLF), KHARIAR**" at Block level -The details of tender documents, guideline and vehicle provider agreement may be referred from the [https://nuapada-nic-in /](https://nuapada-nic-in/) and Block Mission Shakti Unit from date **06-02-2024 to 12-02-2024**- The vehicle shall be hired till the end of this Financial Year March 2024 and may be extended as per the requirement and hired charges shall be paid on a monthly basis-

The tender document completed in all respect shall be deposited in the office of the "**SRUJANIKA MISSION SHAKTI MAHASANGHA (BLF), KHARIAR**" or **Block Mission Shakti Unit , C/o-Block Mission Shakti Bhawan, Khariar** on or before **12-02-2024 by 05:00PM** through Registered Post/Seed Post /Courier or **By Hand**- The tender shall be open on date 16-02-2024 at 11:00 AM and agreement between BLF and Vehicle Provider shall be done on the same day and will engage from 17-02-2024-

The authority reserves the rights to modify/cancel the tender at any point of time- The decision will be taken for hiring a four-wheeler on a monthly basis by BLF will be approving with executive committee meeting of BLF-

premodini Punji

Secretary

Srujanika Mission Shakti Mahasangha,
Srujanika Khariar Shakti
Mahasangha, Khariar

**TENDER DOCUMENT FOR SELECTION OF TEAVEL AGENCY FOR PROVIDING
HIRED VEHICLE 1 NO- FOR BLF AT BLOCK LEVEL (FOUR WHEELER –TIAGO /
BOLT/ CELERIO (PETROL) ON MONTHLY BASIS TILL THE END OF THIS
FINANCIAL YEAR OR END OF THE MARCH 2024-**

Address : Srujanika Mission Shakti Mahasangha BLF, Khariar
Block Mission Shakti Bhawan, Khariar
Near Block Colony,
Khariar, Pin- 766107
Contact No- 6370442192, 7326096217

ANNEXURE-1

TERMS & CONDITIONS FOR HIRING OF 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 vehicles during the 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 update 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 vehicle or loss of life /injury made to any person damage to any property on account of use of the hired vehicle in any manner whatsoever- The owner of hired vehicle shall be responsible for all such litigation-
2. The hire charges shall be paid after deduction of income tax or any other tax as applicable by law monthly basis which is final but does not include cost of diesel/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 Coolant, Tyres & Tubes ,Battery ect- shall be borne by the bidder/ owner of the vehicle-
3. It shall be the responsibility of bidder to provide a good driver and the salary of driver shall be borne by the successful bidder/owner himself-
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 does not report regularly, the authority will be at liberty to cancel the agreement and may engage vehicle from other sources-
6. The vehicle shall report for duty for minimum of 26 days in a month-

7. In case of emergency the driver will have to report for duty as per requirement of hirer- No extra payment shall be demanded
8. Monthly hire charges and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt- Norms) of the 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-
9. The vehicle shall not be more than 3 years old from the initial registration and also be in good condition during the period of contract-
10. If the services are found to be unsatisfactory, the client shall give one month notice and be terminate the agreement-
11. In case the service provider/vehicle owner intends to withdraw the services of his vehicle and to terminate the agreement, it shall be mandatory to give one month notice before such withdrawal of service and termination of agreement-
12. If the bidder violates any of the terms of the contract, competent authority shall forfeit the entire amount of security deposit-
13. The application form must be signed by the vehicle owner or bidder and properly sealed and also attach all relevant document including drafts as per the terms & conditioned, All papers attached to the application form should bear the signature of the vehicle owner/bidder-

Pramodini Punji

Secretary
Srujanika Mission Shakti Mahasangha
Mahasangha, Khariar

Memo No.03 // Date : 06-02-2024

Copy forwarded to President of BLF/GPLFs of Khariar Block for information & necessary action-

Pramodini Punji

Secretary
Srujanika Mission Shakti Mahasangha
Mahasangha, Khariar

Memo No.04 // Date : 06-02-2024

Copy forwarded to all BPCs/BPMs/CDPOs/ BDOs Khariar for information & necessary action

Pramodini Punji

Secretary
Srujanika Mission Shakti Mahasangha
Mahasangha, Khariar

Memo No.05 // Date : 06-02-2024

Copy forwarded to the DPC/ DPM/ DSWO/ CDO-cum-EO, ZP, Nuapada for favour of kind information & necessary action-

pramodini punji

Secretary
Srujanika Mission Shakti Mahasangha
Mahasangha, Khariar

Memo No.06 // Date : 06-02-2024

Copy Submitted to P-A, to the Collector & DM, Nuapada for kind information of the Collector, Nuapada-

pramodini punji

Secretary
Srujanika Mission Shakti Mahasangha
Mahasangha, Khariar

Memo No.07 // Date : 06-02-2024

Copy to D-I-O- NIC, Nuapada for favour of information & kindly upload this advertisement (Tender call Notice) in District Website for wide publication of the advertisement-

pramodini punji

Secretary
Srujanika Mission Shakti Mahasangha

Secretary
Srujanika Mission Shakti
Mahasangha, Khariar

1. REQUIREMENT

- Vehicle on hire basis is required for official use by BLF Khariar till March-2024.
 - 01 no of vehicle for Block Level Federation (BLF) Leaders at District Level.
2. The vehicle must be in road worth good condition, shall not be older than 03 years from the date of initial registration and must have Valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid contract carriage permit, Payment Etc. which are mandatory for the vehicle owner to participate in the tender process. Vehicle older than seven (7) years should be replaced by new vehicle by the service provider.
 3. In view of pollution being high through the use of Diesel vehicle, it is preferable to hire BS-VI Compliant petrol Vehicles /e-vehicles.
 4. 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.
 5. The Driver should be well behaved, gentle and obedient in nature.
 6. The monthly rate of hire -charges is to be quoted separately in the general bid format (excluding fuel and lubricants) amount limited P.M. excluding Diesel / Petrol cost as per the Finance Department Office memorandum 30464 Date 06-09-2019.
 7. The vehicle must achieve a fuel efficiency of minimum 17 Kms. Per liter for TIAGO/ BOLT/ CELERIO (PETROL).
 8. The details of the make and year of manufacture of the vehicle, registration no Mileage (Kms. Covered per liter) and name of the Drive 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 reach the undersign through Registered post/Speed post Courier or by Hand on or before 12-01-2024 by 05:00 PM in presence of the bidders or their authorized representatives-
 10. After completion of Tender process ,successful bidders will be required to deposit Rs.5,000/- (Rupees Five Thousand) performance Security Deposit in shape of DD in Srujanika Mission Shakti Mahasangha, BLF Khariar and will be refunded within 30 days after satisfactory completion of the contract and after adjustment of dues if any.
 11. Interested bidders may submit their sealed Tender in the prescribed format super scribing 'TENDER FOR HIRING OF VEHICLE FOR SRUJANIKA MISSION SHAKTI MAHASANGHA (BLF)KHARIAR" on the top of the envelop to Block Mission Shakti Bhawan Office, (Near Block Colony) Khariar latest by 05: 00 PM on Date 12-01-2024, Monday.

12. The application form of quotation / tender containing General Bid Information & Terms and conditions for Hiring of vehicles etc- can be downloaded from District Website <https://nuapada.nic.in> from Date 06-02-2024 to 12-02-2024.
13. The services will commence from the date of placing of the order to the successful bidder and shall continue to provide the services up to one year, and it may be extended further after fulfillment of certain conditions.

The undersigned reserves the rights to accept or reject any or all quotation without assigning any reason thereon-

premadini Punji

Secretary
Srujanika Mission Shakti Mahasangha
Secretary
Srujanika Mission Shakti
Mahasangha, Khariar

To,

The President / Secretary
Srujanika Mission Shakti Mahasangha
Block Project Monitoring Unit
C/o-Mission Shakti Bhawan, Khariar

APPLICATION FOR ENGAGEMENT OF VEHICLE ON HIRED BASIS

01.	Name & address of the Owner with Mobile No.	
02.	Authentic experience proof on Similar work of bidders (if any)	
03.	Registration Certificate of Company /Firm, in case of Individual ,it is not required; (Enclose self- attested Xerox Copy of RC)	
04.	Income Tax clearance certificate and TDS Clearance certificate as on date 31-03-2023	
05.	GST registration & GST Return (Enclose copy of GST Registration & Latest GST Return)	
06.	Registration No. of Vehicle (Enclose self attested Xerox copy of RC)	
07.	PAN Card (Enclose Copy of Pan Card)	
08.	Type of Vehicle (AC/Non-AC)	
09.	Year of Manufacture (Enclose Xerox Copy of RC Book)	
10.	Model	
11.	Date of Registration (Enclose Self- attested Xerox Copy of RC)	
12.	Name of complete address of the Owner of vehicle	
13.	Hire charges of vehicle per month excluding fuel cost & GST; (Both in Nos. and word)	
14.	Fuel (Kms per Ltr. (Both in Nos. and Word)	