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**OFFICE OF THE NOTIFIED AREA COUNCIL,
KHARIAR ROAD**

Letter No. 1615 /

01.24.16-24/11


TENDER CALL NOTICE

Sealed quotation/Tenders are invited from interested reputed Travel Agencies/Tour Operators or Private Individuals having valid GST Registration for providing 01 nos. of AC Diesel/Petrol driven vehicles including driver on monthly rent basis in the prescribed format (Given in Annexure-III) initially for a period of two (002) years which can be extended upon satisfactory performance. This shall conform to the terms & Conditions at Annexure-II for official use in NAC, Khariar Road. The details of the required vehicles are mentioned as below:

Sl. No	Type of Vehicle	No. of Vehicle required	Maximum hire charges per vehicle per Month excluding Taxes	Minimum Average Mileage in Kms per litre
01				
02	Any Vehicle (Four Wheeler)	01	Rs. 20,000/-	

1. The Vehicle must be in Road Worthy Conditions, shall not be more than 03 years older 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 Service Provider shall have a valid OGST registration to participate in the tendering.
3. The Driver of the vehicle must have a valid Driving Licence 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. 5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the EO, NAC, Khariar Road and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidder.
6. The monthly rate of hiring charges is quoted separately in the general bid information (excluding fuel charges).
7. The vehicle must achieve a fuel efficiency of 17 KM. 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 (Given in Annexure-III).
9. The Quotation completed in all respect should reach the undersigned on or before 10/07/2024 by 03:00 P.M. and shall be opened on the same day at 04:00 P.M. in presence of the bidders or their authorized representatives.
10. The application form of quotation/Tender containing "General Information for Hiring Vehicles" and "terms and conditions for hiring vehicles, Services provided agreement etc. Will be available with NAC, Khariar Road website from 24.06.2024 to 09.07.2024.
11. Overwriting in respect of figures and words will not be acceptable.
12. The Office reserves the right to reject any or all quotations without assigning any reason thereof.


Executive Officer,
NAC, Khariar Road

Memo No. 1616 /Dt: - 24-6-2024

Copy submitted to the Additional District Magistrate, Nuapada / Project Director, DRDA, Nuapada / Sub-Collector, Nuapada / Executive Engineer, R&B, Nuapada / Block Development Officer, Nuapada / General Manager, DIC, Khariar Road / Asst. Engineer, RWS & S, Khariar Road for favour of kind information with a request to display the notice on their Office Notice Board for wide publicity.

Copy to Office Notice Board of NAC, Khariar Road for information of general public.


Executive Officer,
NAC, Khariar Road

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.

1. The hire 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 up to date Tax payment etc. and D.L. of the driver available all the terms.
2. The department/ Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired 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.
3. 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 part, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and salary of the driver shall be borne by the owner.
5. 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.
6. The Vehicle shall be available all the time. In case the vehicles do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The Vehicle cannot be used for any private/commercial purpose beyond office hours or during holidays and if in any case it is detected, the contract can be terminated and penalty @5% of the agreement value will be realized/adjusted against the pending claim along with forfeiture of security money.
8. The selected bidder shall furnish security deposit @5% of the annual agreement value in the form of BG/NSC/Cash deposits etc. pledged/deposited in favour of the DDO-cum-EO, NAC, Khariar Raod.
9. In case of emergency, the driver will have to report for duty as per the requirement of hire. No extra payment shall be demanded.
10. 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.
11. The Vehicle shall not be more than 3 years old from the registration and also in good running condition during the period of contract.

12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. 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.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


EXECUTIVE OFFICER
NAC, KHARIAR ROAD

Annexure-II

GENERAL INFORMATION FOR HIRING VEHICLES

Sl. No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	Gem Registration Number (If any)	
5	Bank Account No. and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of Registration	
10	Name & Complete address of the owner of vehicle	
11	Fitness Certificate Validity	
12	Pollution Certificate Validity	
13	Permit Validity	
14	Insurance Validity	
15	Name/Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the Vehicle per month excluding Fuel cost & taxes	
18	Rate of Fuel Consumption/Mileage per litter	
19	Contact Number of the Service Provider (Tenderer/Quotationer)	
20	Contact Number of Driver	