

**OFFICE OF JAGATSINGHPUR MUNICIPALITY, JAGATSINGHPUR.**

No.....5320.....Dt.....21.12.2019.....

**SHORT QUOTATION CALL NOTICE**

Sealed quotations are invited from the Agencies & vehicle owner for providing 1(One) **Tractor with Trolley having Hydraulic facility** till the financial year 2020-21, which shall confirm following terms & conditions for official use in this departments/office on monthly rental basis.

**Conditions for Hiring of Vehicles:**

(Attested photo copies of the documents/certificates will be given by the quotationer)

1. The Tractor with Trolley having Hydraulic facility i.e. vehicle must be in good road worthy condition and shall not be older than two years from the date of initial registration after purchase
2. The monthly hire charges do not include fuel and lubricant cost which is to be paid separately basing on actual consumption of fuel and lubricants in the shape of coupon as per existing Government norms. Any damage/loss to the vehicle /life/ other property caused or legal action arose during plying of the vehicle, then it will be borne by the vehicle owner and the Municipality will no way responsible. All other expenses of the vehicle & its driver will be borne by the hired vehicle owner.
3. When the hired vehicle cannot be supplied by the owner by any reason, at that case, the Owner will supply another vehicle with almost all facility and conditions.
4. The vehicle / Tractor must consume oil as per the manual as far as possible.
5. It will be ensured through Service Providers of Hired vehicles that the vehicles are kept under optimum running conditions and avoid accidents attributes to lack of maintenance/ upkeep. The hired vehicles cannot be used for any private /commercial purpose beyond office hours or during holidays.
6. The Service provider must have Pollution certificate, Insurance certificate, registration certificate, Fitness certificate, certificate of up-to-date Tax payment, GST Regd. Certificate, MV documents and other certificates which are mandatory for plying of vehicle. The authority has a liberty to ask to deposit other certificates/documents as provided under law.

*R. Singh*  
21/12/19

7. The driver of the vehicle must have valid driving license for driving such type of vehicle and should be sufficiently experienced. He will abide by rule and regulation of the Govt.
8. The driver should be well behaved gentle and obedient in nature and will not use any prohibited food/drink at any point of time.
9. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded for the said purpose.
10. The hiring may be discontinued immediately when the vehicle is no longer required for office. The said hired Tractor will be utilised for sanitation related works and can be used in other purpose if the situation demands.
11. Security deposit of Rs.10,000/- (Rupees Ten thousand)only shall be deposited in shape of STDR/NSC duly pledged in favour of Executive Officer, Jagatsinghpur Municipality and after completion of Tender process , the deposited amount will be refunded to the unsuccessful bidder without intrest. The paper cost of Rs.2000/- will be deposited in the shape of Bank draft in favour of Executive Officer, Jagatsinghpur Municipality, Jagatsinghpur.
12. The owner of the hired vehicle will kept the vehicle in his own risk or as desired by the undersigned depending upon the situation.
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 issue one month notice before such withdrawal of service and termination of agreement.
14. The registration of the hired vehicle preferably would be under the jurisdiction of RTO, Jagatsinghpur district.
15. If the bidder violates any of the term of the contract, Municipality shall forfeit the entire amount of security deposit including contract Agreement.

The quotation completed in all respect should reach/ drop before the undersigned on or before dt.31.12.2019, by 3.00pm through registered post/ in person respectively and shall be opened on same day at 4.00PM in presence of the bidders or their authorized representatives in the chamber of the undersigned.

21/12/19

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The quotation particulars such as quotation call Notice including conditions, Terms & conditions for hiring of vehicles and quotation paper will be downloaded from the District website i.e. [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in). The quotationer is hereby advised to download the quotation paper from the website and quote his/her offer rate of hiring charge and drop/sent the same by attaching the required documents/certificates as given in the quotation Notice. The offer rate will be considered after checking of such dropped certificate/documents. After signing of agreement the hiring will be given.

The authority shall reserve the rights to cancel or reject all the tender papers without assigning any reason thereof.

By the order of Administrator

*R. Singh*  
21/12/19

Executive Officer  
Jagatsinghpur Municipality  
Executive Officer  
Jagatsinghpur, Municipality

Memo no. 5321 Dt. 21.12.2019

Copy submitted to DIO, NIC, Jagatsinghpur with a request to get the above quotation Notice published immediately in the official website of the district i.e. [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in).

*R. Singh*  
21/12/19

Executive Officer  
Jagatsinghpur Municipality

Memo no. 5322 Dt. 21.12.2019

Copy submitted to office of Collectorate, Jagatsinghpur with a request to publish in their Notice Board for general information.

*R. Singh*  
21/12/19

Executive Officer  
Jagatsinghpur Municipality

Memo no. 5323 Dt. 21.12.2019

Copy submitted to office Notice Board for general information.

*R. Singh*  
21/12/19

Executive Officer  
Jagatsinghpur Municipality

<b>QUOTATION PAPER</b>				
<b>Name of the Item (Supply of Tractor &amp; Trolley having Hydraulic facility)</b>				
<b>Quotation Paper Cost Rs.2000/-</b>			<b>Security Cost Rs. 10,000/-</b>	
<b>Sl No.</b>	<b>Name of the Particulars</b>	<b>Rate Quoted</b>		
		<b>Hire charges (Per Day)</b>	<b>Offered Hire charges Rate (Per Day) ( in figure)</b>	<b>Offered Hire charges Rate (Per Day) ( in word)</b>
<b>1</b>	<b>Tractor &amp; Trolley having Hydraulic facility.</b>	<b>Should not be above Rs.600/-</b>		

**Terms & conditions:**

3. The contract period is valid till end of the financial year 2020-21 i.e till dt.31.03.2021.
4. The supplier has to submit all the relevant documents/papers of the vehicle which is to be engaged.

Sri.....for .....have deposited

Paper cost of Rs.2000/- deposited vide....., dt..... 2

Security deposit of Rs.10,000/- vide no....., dt.....

**Signature of Supplier/Agencies:**

*B. Singh*  
21/12/19

**Executive Officer**

**Jagatsinghpur Municipality**  
**Executive Officer**  
Jagatsinghpur, Municipality