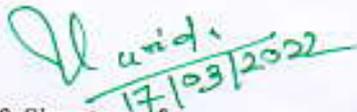


**Standard Bidding Document**  
**Government of Odisha**  
**Office of the Chief District Veterinary Officer, Jagatsinghpur**  
**Sealed Quotation Call Notice.**

No.....298.....Date.....17.03.2022

Sealed short quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01 (One) no of non AC Petrol driven vehicles (Tiago/Bolt/Celerio) for the year 2022-23 which shall confirm to the terms and conditions (**Annexure-I**) for official use in Office of the Chief District Veterinary Officer, Jagatsinghpur on monthly rent basis for a period of one year :

- 1) The vehicles must be in Road Worthy condition, shall not be more than 3 year 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 vehicles.
- 2) 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.
- 3) The Driver should be well behaved, gentle and obedient in nature and should be free from narcotics & alcohol.
- 4) A sum of Rs.5000/-shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the C.D.V.O., Jagatsinghpur and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rent of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).(**Annexure-II**)
- 6) The Vehicle must achieve a fuel efficiency of 17 kms per litter.
- 7) The details of the make and year of manufacture of the vehicles, registration no., mileage (KMS covered per litter) 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**)
- 8) The Quotation completed in all respect should reach the undersigned on or before 28.03.2022 by 05 P.M and shall be opened on 29.03.2022 at 11.30.A.M. in presence of the bidders or their authorized representatives.
- 9) The application form of sealed quotation containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with the Chief District of Veterinary Office, Jagatsinghpur; on payment of Rs.100/- from 17.03.2022 to 28.03.2022 or can be downloaded from Jagatsinghpur District Portal, ([www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in)) from 17.03.2022 to 28.03.2022 if the application form downloaded from Jagatsinghpur District portal, the quotationer have to deposit Rs. 100/- in shape of Demand Draft in favour of CDVO, Jagatsinghpur at the time of submission of quotation. The envelop of sealed quotations must be super scribed as "application of hiring vehicle" in office of the CDVO, Jagatsinghpur.
- 10) The GST registration by the service provider/owner of the vehicle to provide hired vehicles to Govt. Offices through open bidding is compulsory.

  
Seal & Signature of  
Quotation Calling Authority  
Designation

**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 hired vehicles, during period of contract, shall have all necessary valid MV documents such as:- Valid Registration Certificate, insurance Certificates ,Fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment , GST Certificate etc. and D.L. of the driver available all the times. The Departmental/Office hiring the vehicles shall not be responsible for any damage/loss caused to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall not 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 vehicles towards repair, replacement of 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 vehicles/bidder.
- 5) In case of the vehicles do not report regularly, the authority will be at 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 charge 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, subject to availability of funds as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of Vehicles :-
- 2) Type of Vehicles (Non-AC) :-
- 3) Year of Manufacturer :-
- 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 Vehicles per  
Month excluding fuel cost :-
- 13) Rate of fuel consumption Mileage per litter :-
- 14) Contact Number of the Service Provider  
(Quotation) :-
- 15) Mobile No :-
- 16) Telephone No. :-

"Certified that the information submitted above is true the best of my Knowledge and belief".

**Signature of the Tenderer**

