

OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, JAGATSINGHPUR
No. 1344 // CDVO (JSP) Dt. 16.03.2023

Quotation Call Notice for engagement of hired vehicles for MVUs in Naugaon, Balikuda & Jagatsinghpur blocks and MVU Assistants in 08 blocks of Jagatsinghpur District for the year 2023-24.

Sealed quotations are invited from interested reputed Travel Agencies or private individual / service provider for providing hired vehicles (BOLERO, TUV-300, SUMO-Gold/ Ertiga) for use in Mobile Veterinary Units in Naugaon, Balikuda & Jagatsinghpur blocks of Jagatsinghpur district on monthly rent basis @ Rs. 31,000/ PM maximum inclusive of all taxes for the year 2023-24. The GST registration by the Service Provider/ owner of the vehicle is mandatory. (Preference will be given to BS-IV/ BS-VI compliance petrol vehicles) The application form along with terms and conditions for hiring/ engagement of vehicles, MVU Assistants will be available in the Office of the Chief District Veterinary Officer, Jagatsinghpur during office hours of the working days and also in the website of district portal Jagatsinghpur.nic.in from **Dt.16.03.22 to 29.03.22 on payment of Rs.100/-** in shape of cash or Demand Draft towards the cost of application form.

A sum of **Rs.5,000/-** shall be deposited by the intending bidders in shape of Accounts Payee Bank Draft drawn in favour of the "Chief District Veterinary Officer, Jagatsinghpur" and submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.

The Bidders / Firms (Reputed travel agencies/ Private individuals/ Service Providers interested to engage their vehicles and providing MVU Assistants as per the terms and conditions, may submit their offers in the prescribed format addressing to the "Chief District Veterinary Officer, Jagatsinghpur" in sealed cover super-scribing "Quotation for hiring / engagement of vehicle in "MVU" for Naugaon, Balikuda & Jagatsinghpur blocks and MVU Assistants in 8 blocks(mention the name of the block for which applying for) of Jagatsinghpur district for the year 2023-24 along with requisite self attested photocopies of the documents. The sealed quotation completed in all respect should reach the undersigned on or before **Dt. 31.03.2023 by 11.00 a.m.** The quotations received after due date and time will not be entertained. The undersigned reserves the right to cancel/ reject the quotation without assigning any reasons thereof.

(Contd..P/2)

Date of sale of application	4.00 PM of 16.03.2023 to 4.00 P.M. of 29.03.2023	During office hours from the CDVO office
Last date of submission of application	11.00 AM of 31.03.2023	At CDVO office, Jagatsinghpur

Parida
15/3/2023

(Dr. B.K.Parida)
Chief District Veterinary Officer,
Jagatsinghpur

Memo No. 1345 // CDVO (JSP) Dt. 16.03.2023

Copy forwarded to District Informatics Officer, NIC, Jagatsinghpur for information with a request to hoist the notice in the district website.

Parida
15/3/2023

Chief District Veterinary Officer
Jagatsinghpur

Memo No. 1346 // CDVO (JSP) Dt. 16.03.2023

Copy forwarded to all BDOs / Deputy Director (DVH), Jagatsinghpur / all BVOs of Jagatsinghpur district for information with a request to display the notice on their office notice board for wide publicity.

Parida
15/3/2023

Chief District Veterinary Officer,
Jagatsinghpur

Memo No. 1347 // CDVO (JSP) Dt. 16.03.2023

Copy submitted to Sub-collector, Jagatsinghpur for kind information with a request to display the notice on the office notice board for wide publicity.

Parida
15/3/2023

Chief District Veterinary Officer,
Jagatsinghpur

Memo No. 1348 // CDVO (JSP) Dt. 16.03.2023

Copy to CDVO office, Jagatsinghpur Notice board / Accounts section.

Parida
15/3/2023

Chief District Veterinary Officer,
Jagatsinghpur

Memo No. 1349 // CDVO (JSP) Dt. 16.03.2023

Copy submitted to Collector and District Magistrate, Jagatsinghpur/ Project Director, DRDA, Jagatsinghpur for favour of kind information with a request to allow display the notice on the office notice board for wide publicity.

Parida
15/3/2023

Chief District Veterinary Officer,
Jagatsinghpur

**Application for engagement
of hired vehicle in MVUs
of Naugaon, Balikuda,
Jagatsinghpur block and MVU
Assistants in 8 blocks of
Jagatsinghpur district
on monthly
rent/remuneration basis**

Cost of application form—Rs. 100/-

GENERAL BID INFORMATIONS

- 1) The vehicle must be in road worthy condition, shall not be more than 3 years old from the date of initial registration (preference will be given to newer vehicles) and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof of up to date tax payment, Pollution control certificate etc. which are mandatory for movement of Vehicle. The self attested copies of these documents are to be furnished with the quotation.
- 2) The vehicle must accommodate 3 persons excluding the driver with space for keeping laboratory equipments, medicines etc.
- 3) The vehicle preferably is white/ off white in colour.
- 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) A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Accounts Payee Bank Draft drawn in favour of the "Chief District Veterinary Officer, Jagatsinghpur" and submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 7) The vehicle must achieve a fuel efficiency of minimum 10 Km per litre.
- 8) The monthly rate of hire charges (excluding fuel and lubricants) is quoted separately in the general bid information sheet of the vehicle provided with the application form. The hiring charges is fixed at maximum Rs.31, 000/- (inclusive of all taxes) In case of similar quoted price, preference will be given to local vehicle (same block to which the vehicle belongs) /newer vehicle. In addition, lower hiring charges with higher mileage than the specified rate will also be given preference.
- 9) The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered per litre) and name of the Driver with driving License No. and period of validity etc. should be specifically provided in the general bid information sheet of the vehicle(provided with the application form) to be furnished with the Quotation (**Annexure-I**).
- 10)The Quotation completed in all respect should reach the undersigned on or before ***Dt. 31.03.2023 by 11.00 a.m.*** and ***shall be opened on 31.03.2023***

at 12.30 P.M. in presence of the bidder(s) or their authorized representative(s). There will be no bar in opening of the sealed quotations, if the bidder(s) or their authorized representative(s) remain absent. The authorized representative must have to produce the original copy of the authorization letter signed by the bidder or else he/she will not be allowed to remain present.

- 11) The filled in information for engagement of MVU Assistants in 08 blocks is to be submitted separately in a sealed envelope super-scribing "MV Assistant for engagement in _____ Block(mention the name of the block) for the year 2023-24".
- 12) The application form of quotation containing General Bid Information & Terms and Conditions for Hiring of Vehicles and engagement of MVU assistants etc. will be available with the Office of the Chief District Veterinary Officer, Jagatsinghpur on payment of Rs. 100/- in office hours from **4.00pm of Dt.16.03.2023 to 4.00 PM of dt. 29.03.2023** or can be downloaded from the website of district portal Jagatsinghpur.nic.in from **4.00pm of Dt.16.03.2023 to 4.00 PM of dt. 29.03.2023**. In case the application form is downloaded from the website, the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees One Hundred) only towards the cost of application along with the Quotation. When the application form is purchased from the office of the CDVO, Jagatsinghpur, the original copy of the money receipt towards deposit of **Rs.100/-** for application form to be furnished while submitting the filled in application form.
- 13) Non-submission of any of the required documents or information will subject to rejection of the application/bid.

Sd/- Dr. B. K. Parida
Chief District Veterinary Officer,
Jagatsinghpur

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 the period of contract, shall have all necessary valid MV documents such as :- valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution control certificate, valid Contract Carriage Permit, proof of up to date 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 vehicles or losses of life / injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The owner of the vehicle shall be responsible for all such litigation.
2. The hire charge to be paid on monthly basis does not include cost of diesel, which is to be paid separately basing on actual consumption. All the expenditure of the vehicle towards minor/ major repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. and payments towards insurance, road tax, fitness etc. will be borne by the bidder.
3. It shall be the responsibility of the bidder to provide a licensed, good driver (gentle, well behaved, obedient, and non-alcoholic) and the salary of the driver shall be borne by the owner.
4. In case of absence of driver for whatever reason, the owner shall arrange the substitute to run the vehicle.
5. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
6. The vehicle should be regularly serviced and maintained to avoid any breakdown. 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 without compromising the services of MVU. If the owner failed to arrange/replace, alternative arrangement will be made by the client and the expenditure will have to be borne by the owner of the vehicle. If he/she fails to pay the expenditure so incurred, the same will be deducted from the bill of the owner.

7. An agreement will be made before engagement.
8. In case the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
9. The vehicle will be stickered as per the MVU guidelines and the vehicle owner if disagreed for stickering of the vehicle will not be engaged.
10. Monthly hire charges and reimbursements towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding months, as far as possible within fifteen days of the submission of bills and no advance payment will be made. The vehicle owner has to supply POL for the month until re-imburement of the HSD bills.
11. If the services are found to be unsatisfactory, the client shall be given one month notice and the agreement will be terminated.
12. In case the vehicle owner 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
14. The bidder shall not be an employee / relative of the employee of this office.
15. The Quotationer / Vehicle owner earlier engaged in MVU service and found to have deviated the norms of Agreement will not be considered for selection even if he/ she gives lowest quotation in the present bid.

TERMS & CONDITIONS FOR ENGAGEMENT OF MVU ASSISTANTS

1. A candidate falling in the below mentioned categories and below 60years of age will be given preference in the following order to work as MVU Assistant.
 - a. Candidate having qualification of Diploma in Animal Science.
 - b. Candidate having qualification +2 Vocational in Animal Husbandry allied subjects like Dairy Science/Poultry Science etc.
 - c. Candidate working as Gomitra
 - d. Candidate working as Pranimitra

- e. Candidate having qualification of +2 Science
 - f. Candidate having qualification of +2 in any stream
 - g. Para vets trained in LITCs (below 65 years of age)
2. It shall be responsibility of the bidder/vehicle owner to provide a good MVU Assistant (Gentle, well behaved, obedient, non-alcoholic person preferably with experience) basing on the criteria/points mentioned at Sl. No.1.
 3. Copy of Matriculation or 10th pass certificate from a recognised board to be produced as proof of birth.
 4. Experience certificate(s), if any, to be provided with the filled in application.
 5. One passport size recent colour photograph to be attached in the filled in application form submitted by the vehicle owner (**Annexure-II**).
 6. The person should be physically fit/ healthy to work in the field.
 7. The agreement will be made with the vehicle owner for one year.
 8. If the service provided by the MVU Assistants is found unsatisfactory during the period of contract/agreement, the vehicle owner will be given two weeks notice and the MVU assistant will be disengaged after the notice period is over and the agreement made will be terminated/ cancelled if a suitable person with desirable qualification and experience is not replaced within the said period.
 9. Job Chart/ duties of MVU Assistant
 - a. To assist the MVU VAS/AVAS, who is in charge of MVU, in all the programmes of the department and counsel farmers regarding animal health care, breeding and feeding.
 - b. To take up vaccination work in a village and keep the record and reports.
 - c. To have a good coordination with local LIs/ other workers for effective implementation of the programmes.
 - d. To take care of the medicines and instrument stock of MVU.
 - e. To maintain all registers and records and prepare monthly reports and returns in time for submission to proper quarters.
 - f. To maintain User's Charge register of the MVU.
 10. The vehicle owner shall provide the MVU in consultation with the concerned BVO/CDVO.
 11. ORV act will not be applicable for such engagement.

Sd/- Dr. B. K. Parida
Chief District Veterinary Officer,
Jagatsinghpur

To

The Chief District veterinary Officer,
Jagatsinghpur.

Sub: Submission of Quotation for engagement of hired vehicle in MVU and/or
engagement of MVU Assistant on monthly rent/remuneration basis.

Sir,

With reference to your quotation call notice for hiring of vehicles for mobile veterinary units in Naugaon, Balikuda & Jagatsinghpur block (strike out which is not applicable) on monthly rate basis and engagement of MVU Assistants in _____ block (mention the name of the block) of the district. I am to inform you that I have gone through the general bid information and terms & conditions mentioned in the application form and accordingly submitting herewith my offers in filled in application form as per the prescribed formats along with the required self attested documents for consideration of engagement of the vehicle in MVU Naugaon, Balikuda & Jagatsinghpur blocks(strike out which is not applicable). Besides, the application along with the required documents is submitted for engagement of MVU Assistant in _____ block (mention the name of the block) of the district. The demand draft (No date.....) / copy of the money receipt/demand draft (No..... date.....) for Rs. 100/- (strike out whichever is not applicable) is enclosed for necessary action at your end.

Yours sincerely,

Full signature of the applicant
with date and address

NB: - Do not include copy of general bid information & terms and conditions given in the application form while submitting your quotation/ bid.

GENERAL BID INFORMATIONS FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Year of Manufacture :
3. Model & colour :
4. Date of registration :
5. Fitness Certificate validity :
6. Tax payment validity :
7. Permit validity :
8. Insurance validity :
9. Pollution control validity :
10. DD/ MR No. & date for Rs. 100/- :
11. DD No. & date for Rs.5000/- :
12. Name & address of the Driver :
 - a) Name:
 - b) Address:

 - c) Contact no:
13. Driver's D. L. No. & Validity :
14. Proposed hire Charge of vehicle :
(Per month excluding fuel cost)
15. Rate of fuel consumption :
(Mileage per litre)
16. Name & Complete address of the owner (attach ID proof & residential proof)
 - a) Name :
 - b) Address :

 - c) Mobile
 - d) Telephone.....

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

Seal & Signature of the Quotationer

NB: This form to be submitted after filling the required information and attaching self attested legible/clear photocopy of the required documents in support of proof.

Annexure-II

**“Filled in Application for MVU Assistant under Mobile Veterinary Unit of
_____ block in Jagatsinghpur District”**

(To be filled in & submitted by the Vehicle owner)

1. Name (in Capital Letter) :
2. Father's Name- :
3. Date of Birth- :
(Attach the copy of Matriculation or 10th pass certificate from a recognised board)
4. Age as on 01.04.2023 :
5. Sex :
6. District of domicile :
7. Present contact address :
a) Village:-
b) PO:-
c) PS:-
d) Pin:-
e) Contact No.
8. Permanent address :
a) Village:-
b) PO:-
c) PS:-
d) Pin:-
e) Contact No.
9. Qualification details (attach the required self attested copies in support)

Attach a recent
colour passport size
photograph of the
applicant

Sl. No	Exam. Passed	Name of the Board/University	Year of Passing	Marks obtained	Percentage of marks
1	HSC/ equivalent				
2	ISC/+2Sc./ equivalent				

10. Experience if any with supportive documents

Declaration:

I do hereby declare that the statement/ informations furnished in the application and documents submitted with the application are true and correct to the best of my knowledge and belief. Application is summararily liable for rejection if any information is found incorrect.

Date:

Place:

Full Signature of the Vehicle owner