



# ଜଗତସିଂହପୁର ପୌରପରିଷଦ, ଜଗତସିଂହପୁର



OFFICE OF THE JAGATSINGHPUR MUNICIPALITY, JAGATSINGHPUR

ଗୃହ ଓ ନଗର ଉନ୍ନୟନ ବିଭାଗ, ଓଡ଼ିଶା

No 326୩/ Date 30/9/2024

## SHORT QUOTATION CALL NOTICE

Sealed quotations are invited by way of retendering from interested reputed travel agencies Tour Operators/ Private Agencies for providing (One) TUV300/Bolero/Sumo Gold/Ertiga Vehicle (Petrol variant) having sitting capacity not more than Seven including Driver till the financial year 2024-25 and may be extended if such situation arises, which shall confirm following terms & conditions for official use in this departments/office on monthly rent basis.

### Conditions for Hiring of Vehicles:

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

1. The vehicle must be in good road worthy condition and shall not be older than two years from the date of initial registration after purchase with minimum fuel efficiency 10km/ltr.
2. The 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 coupons 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. The driver of the vehicle must have valid driving license for driving light transport/ passenger vehicle and should be sufficiently experienced in driving passenger vehicle.
4. The driver should be well behaved/ gentle and obedient in nature.
5. 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 with due prior intimation to the authority and no frequent change is permissible.
6. It is preferable to hire BS-IV compliant Petrol vehicles instead of diesel vehicle to avoid pollution of Air.
7. 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 holiday.
8. The Service provider must have Pollution certificate, Insurance certificate, registration certificate, Fitness certificate, and 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 and when required as provided under law.

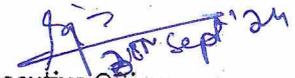
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9. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded for the said purpose.
  10. The hiring may be discontinued immediately when the vehicle is no longer required for the office.
  11. Security deposit of Rs. 10,000/- (Rupees Ten thousand ) only shall be deposited in shape of STDR/NSC duly pledged in favour of the Executive Officer, Jagatsinghpur Municipality and after completion of tender process, the deposited Security deposit will be refunded to the unsuccessful bidder without interest. 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 prior 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 quotationer / tenderer is advised to download Technical & financial bid papers i.e. the Quotation call Notice & term conditions, Bill of quantity (BOQ), check list from the District website i.e. <https://jspurmunicipality.odisha.gov.in/> or <https://jagatsinghpur.odisha.gov.in/>. After due fill up of BOQ, it must be kept in a separate cover by writing the name of Agency & financial bid, over the cover. The other Tender/ quotation papers as per check list (except financial bid/BOQ) must be kept in another cover by writing the name of agency over the said cover. Then these two type of covers will be kept in one big envelop by writing over the envelop i.e. " Quotation for providing (One) TUV300/Bolero/Sumo Gold/Ertiga vehicle (Petrol variant) having sitting capacity not more than Seven " which will be received through Indian Regd. Post/ speed post only on or before dt. 08/10/24 by 10 AM & same shall be dropped in the sealed Box kept in the office chamber of the undersigned and will be entertained only for the selection process. The quotation box shall be opened on 08/10/24 at 11 AM in the office Chamber of the Chairperson in presence of the member of Tender / Quotation committee and the bidders or their authorized representatives. For any type of postal delay the Municipality will not be held responsible. The bid papers received through courier / by hand, shall not be considered for the purpose of this quotation and will not be dropped in the box. The tender is invited as per the following terms and conditions. If the opening day happens to be a holiday on any account , then the next working day will be treated as the last date of receipt and opening of the quotation box . This quotation/ tender is subject to above terms and conditions.

16. The decision of the quotation/Tender committee and the Authority is final and binding upon the parties/ bidders.

17. The Authority shall reserve the rights to cancel or reject or modify this Tender/ quotation without assigning any reason thereof.

By the order of Chairperson

  
Executive Officer  
Jagatsinghpur Municipality

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# FINANCIAL BID

## Bill Of Quantity (BOQ)

Name Of Quotation;- Quotation for providing 01(One) no. of TUV300/Bolero/Sumo Gold/Ertiga Vehicle (Petrol variant).

Receipt of Quotation articles :- dt. ....

Opening of quotation box :- dt. ....

Quotation Paper Cost Rs.2000/-		Security Cost Rs. 10,000/-			
SI No	Name of the Particulars	Rate Quoted			
		Hire charges Per month	Offered Hire charges Rate (in figure)	Offered Hire charges Rate (in word)	Service charges
1	01(one)no.ofTUV300/Bolero/Sumo Gold/Ertiga vehicle (Petrol variant)	Should not be above Rs.31,000/-			

The Quotation papers downloaded by me. I have deposited paper cost Rs...../- (Rupees ..... ) only by way of Bank Draft having No.....dated..... of ..... I have no of correction in the above BOQ/ Price offered sheet.

Full Signature of Quotationer and its Agency with date

*Air 30th Sept 2014*  
 Executive Officer  
 Jagatsinghpur Municipality  
 (Seal & signature)

## CHECK LIST

"Quotation for providing (One) TUV300/Bolero/Sumo Gold/Ertiga Vehicle (Petrol variant)"

( The following sheet will be filled up by the quotationer & submit the following documents in a chronological order)

Srl No.	Nature & description of documents	Submitted (Mention Yes/ No & No. of sheet)	Remark if any
01	BOQ (offer price list)  ( Put in separate cover)		
02	Original Paper Cost		
03	Registration Certificate		
04	Pollution Certificate		
05	GST Regd. Certificate		
06	Insurance Certificate		
07	Fitness Certificate		
08	MV documents and other Certificates which are mandatory for plying of vehicle.		
	Total Sheets submitted		

Full Signature of Quotationer and its Agency.

with date& seal .