

**DISTRICT PROJECT OFFICE  
SAMAGRA SIKSHA, JAGATSINGHPUR**

Letter No. 1278 / Date 4.9.2024

**SHORT TENDER CALL NOTICE**

Sealed quotation are invited from vehicle owners / Travel Agencies for providing new commercial light vehicle preferably one Scorpio N Z8L Diesel AT 6 Seater (shall not be more than six months) on monthly hired basis for use of Collector-Cum-Chairman, SS, Jagatsinghpur. The rates should be quoted separately (Maximum upto Rs.37 000/- (Rupees Thirty seven thousand) only per month) mentioning the hiring charges on monthly basis and POL (Minimum 10 KM per litre) per K.M running. The quotation shall reach to the office of the undersigned on or before dt.11.09.2024 by 1 PM through speed post registered post only to District Project Office; SS, Jagatsinghpur and the same will be opened on the same day at 4 PM in the presence of the bidders or their authorized representatives at District Project Office, SS, Jagatsinghpur. The authority reserves every right to accept or reject any or all the quotations without assigning any reason thereof. The detailed bid document can be downloaded from district website ([www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in))

-Sd-

**District Education Officer-Cum-DPC,  
Samagra Siksha, Jagatsinghpur**

Annexure - 1

Standard Bidding Document along with terms and condition  
District Project Office, SS, Jagatsinghpur

Quotation / Tender Call Notice.

Sealed quotations/Tenders are invited from interested vehicle owners / Travels Agencies for providing new commercial light vehicles having sitting capacity not more than six including driver, which shall conform to the Terms and conditions for official use of Collector-Cum-Chairman, SS, Jagatsinghpur on monthly rent basis.

- 1.) The vehicle must be in Road Worthy condition, shall not be more than 6 (six) months 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 of vehicle.
- 2.) The bidding price for monthly hire charges for the vehicle should not be quoted more than Rs.37 000/- (Rupees Thirty seven thousand) only per month.
- 3.) The driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving of passenger vehicle.
- 4.) The driver should be well behaved, gentle and obedient in nature.
- 5.) 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 of the vehicle.
- 6.) 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.
- 7.) The vehicle must achieve a fuel efficiency of 10(ten) Kms per liter.
- 8.) In case of 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 shall report for duty for minimum of 26 days in a month.
- 10.) In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- 11.) If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
- 12.) 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

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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 intending bidder must submit the Xerox copy PAN/TAN,Registration Certificate of vehicle,Insurance Certificate,Fitness Certificate,Diving license of driver, Up to date Tax payment along with the quotation, other wise the quotation will be rejected.
- 15.) A sum of Rs.5000/-(Rupees Five thousand)only shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of the 'District Project Co-ordinator,RTE-SSA,Jagatsinghpur ' and payable at Jagatsinghpur and submitted along with the tender as EMD.After completion of tender process,the amount will be refunded to unsuccessful bidders. The EMD of the successful bidder will be converted as security deposit.The bid without EMD will be rejected.
- 16.) The rate should be quoted separately in the prescribed financial bid for monthly hiring charge and KM running of the vehicle per one litre of diesel/petrol and mobile.
- 17.) The tender document shall be downloaded from the district web site [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in) and the applicant must enclose a demand draft for an amount Rs.100/-(Rupees One hundred) only in favour of the 'District Project Co-ordinator,RTE-SSA,Jagatsinghpur ' and payable at Jagatsinghpur towards the cost of application along with the application, other wise the quotation will be rejected.

  
Seal & Signature  
District Education Officer-cum-DPC  
Quotation / Tender, Jagatsinghpur  
Designation

Annexure - IITECHNICAL BID FOR HIRING VEHICLES

- 1.) Registration No. With date of Vehicle :-
- 2.) PAN/TAN of the vehicle owner or Travel agency. :-
- 3.) Model :-
- 4.) Name & complete address of the owner/ Travel agency of vehicle :-
  
- 5.) Fitness Certificate Validity:-
- 6.) Permit Validity:-
- 7.) Insurance Validity:-
- 8.) Name / Address of the Driver :-
  
- 9.) D.L No. & Validity of the D.L of the Driver:-
- 10.) Contact Number of the of the owner/ Travel agency of vehicle  
Mobile No.----- Telephone No. \_\_\_\_\_

'Certified that the information submitted above is true to the best of my knowledge and belief.'

Seal & Sdignature of the  
Quotationer / Tender.

NB. - Xerox copy of the point no. 1, 5, 6, 7 & 9 must be enclosed.



**Annexure - III****FINANCIAL BID FOR HIRING VEHICLES**

SL.No.	Rate to be quoted for	Quoted Rate
1	Monthly Hire Charge	
2	Running KM of Diesel/petrol / Litre.	

Seal & Sdignature of the  
Quotationer / Tender.

