

OFFICE OF THE DISTRICT, INFORMATION & PUBLIC RELATIONS, SAMBALPUR**Quotation Call Notice****Notice No...../IPR Date.....**

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 01 nos. of Non AC/AC Petrol driven vehicles having sitting capacity not more than Five including driver, which shall conform to the Terms and Conditions(Annexure-II) for official use in District Information & Public Relations Office Sambalpur on monthly rent basis.

1. The vehicle must be in Road Worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Carriage permit, proof of up-to date tax payment etc. which are mandatory for playing of vehicle.
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 not have any criminal record against him.
4. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of District Information & Public Relations, Sambalpur 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 rate of hire charge be quoted separately in the general bid information. (excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of 17 Kms per liter.
7. The details of the make and year of manufacture of the vehicle, registration no. mileage (Kms per liter) 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/tender (Annexure-III).
8. The quotation completed in all respects should reach the undersigned through Registered Post/ Speed Post/ Courier or can also be dropped in

the quotation box placed in the office of the undersigned for the purpose on 12.06.2023 by 01.00 PM and shall be opened on 13.06.2023 by 10.00AM in presence of the bidders or their authorized representatives in this office. The postal address is District Information & Public Relations Office At- Collectorate, Sambalpur.

9. The application form of quotation containing general bid information & Terms and conditions for hiring of vehicle etc. will be available in the O/o the District Information & Public Relations, Sambalpur and District Website sambalpur.nic.in.
10. The quotation inviting authority reserves the right to modify/ cancel the quotation notice at any point of time without assigning any reason thereof.

District Information & Public
Relation Officer, Sambalpur

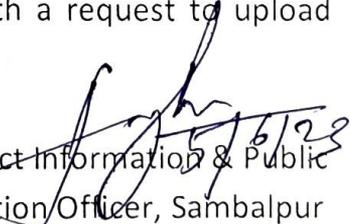
Memo No...../IPR,Date.....

Copy to Office Notice Board /Deputy Director,I&PR(N.D),Sambalpur/
RTO, Sambalpur for favour of kind information with a request to publish this
notice in the office notice board for wide publicity.

District Information & Public
Relation Officer, Sambalpur

Memo No..293../IPR,Date...05.06.2023

Copy to DIO,NIC, Sambalpur for information with a request to upload
the notice in the District Website for wide publication.


District Information & Public
Relation Officer, Sambalpur

Memo No...../IPR,Date.....

Copy to the Collector, Sambalpur for favour of kind information.

District Information & Public
Relation Officer, Sambalpur

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 Certificate, Fitness 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 loss of life / injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall 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 vehicle 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 vehicle/bidder.
5. In case of the vehicle 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 charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.

9. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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 one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Signature of
Quotation/Tender Calling Authority

Annexure - IIIGENERAL INFORMATION FOR HIRING VEHICLES

- 1) Registration No. of Vehicle :-
- 2) Type of Vehicle (AC/Non-AC): -
- 3) Year of Manufacture :-
- 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) D.L. No. & Validity of the D.L. of the Driver-
- 12) Proposed hire Charge of the vehicle per month excluding fuel cost:
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tenderer/Quotationer)
Mobile Telephone.....

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

Seal & Signature of the
Quotationer/Tenderer