

**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER: SAMBALPUR.**

Order No. 2182/CDVO. Dt. 4/7/2023

**QUOTATION / TENDER CALL NOTICE.**

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals having GST registration for providing of Non AC/AC, petrol driven vehicles( Tiago/Bolt/Celerio) for the Office of the CDVO Sambalpur on monthly rent basis.

1. The vehicle must be in Road worthy condition, shall not be more than three years 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 the vehicle. In view of pollution being high through use of diesel vehicles BS-IV compliant petrol is preferable.
2. The driver of the vehicle must have a valid Driving Licence 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.
4. A sum of Rs. 3000/- shall be deposited by the intending bidders in shape of account payee bank draft drawn in favour of the CDVO, Sambalpur and submitted along with the tender paper 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, lubricants and Service Charge).The hired Vehicles cannot be used for any private/commercial purpose beyond office hour or during holidays.
6. The Maximum Hire charges is Rs.20,000/- Par month ( Excluding Service Charges)
7. The vehicle must achieve fuel efficiency of minimum 17 K.M. per litre
8. The details of the make and year of manufacture of the vehicle, registration No., mileage (Kms covered per litre) 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).
9. The Quotation completed in all respect should reach the undersigned on or before 15.07.2023 by 2.00 p.m. and should be opened on the same day at 3.30 p.m. in presence of the bidders or their authorized representatives.
10. The application form of quotation/tender containing General Bid information & terms & conditions for hiring of vehicles etc. will be available with office of the CDVO, Sambalpur, Sakhipada on payment of Rs. 100/- from 06.10.2020 to 20.10.2020

  
03.07.2023  
Chief District Veterinary Officer,  
Sambalpur

Memo No. 2183<sup>(9)</sup> Dt. 4/7/2023

Copy forwarded to Deputy Director, DHVH Sambalpur/All BVOs of Sambalpur district for information with a request to display in the notice board of concerned block and VH/VD for wide publicity.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2184 Dt. 4/7/2023

Copy forwarded to the National Informatics Officer, NIC Sambalpur for information & necessary action with a request to upload the advertisement in the NIC District Portal.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2185 Dt. 4/7/2023

Copy forwarded to the R.T.O., Sambalpur for information with a request to display in the notice board for wide publicity.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2186<sup>(3)</sup> Dt. 4/7/2023

Copy forwarded to the SDVO, Sambalpur/Kuchinda/Rairakhhol for information & necessary action. They are requested to display the same in their office notice board for wide publicity.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2187 Dt. 4/7/2023

Copy forwarded to the Project Director, DRDA, Sambalpur for information with a request to display in the notice board of DRDA, Sambalpur for wide publicity.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2188 Dt. 4/7/2023

Copy submitted to the A.D.M(Administrative), Sambalpur for favour of kind information & necessary action with a request to display in the notice board of Collectorate, Sambalpur

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Memo No. 2189 Dt. 4/7/2023

Copy submitted to the Director of Animal Husbandry & Veterinary Services, Odisha, Cuttack for favour of kind information & necessary action with reference to directorate letter no. 11027/Vet dated 01.07.2020.

 03.07.2023

Chief District Veterinary Officer,  
Sambalpur

Annexure -I

Format for Quotation

To

The Chief District Veterinary Officer,

Sambalpur, Odisha

Sub:- Submission of Tender/Quotation for engagement of private Vehicle in the office of CDVO Sambalpur.

Ref:- Quotation call Notice No \_\_\_\_\_ /CDVO dated.

Sir,

I Sri \_\_\_\_\_ the owner of the Vehicle No. \_\_\_\_\_ submit my quotation/Tender for engagement of vehicle on hiring basis as per your advertisement. The details of documents are enclosed herewith for necessary action.

Documents Attached:

- |   |        |
|---|--------|
| 1. Xerox Copy of the Vehicle Registration Certificate | Yes/No |
| 2. Xerox Copy of the Insurance Certificate            | Yes/No |
| 3. Up to date Tax Payment Certificate                 | Yes/No |
| 4. ID Proof of the owner                              | Yes/No |
| 5. Valid Driving Licence of the Driver                | Yes/No |
| 6. Valid Taxi Permit                                  | Yes/No |
| 7. GST Registration Certificate                       | Yes/No |

Place:

Date:

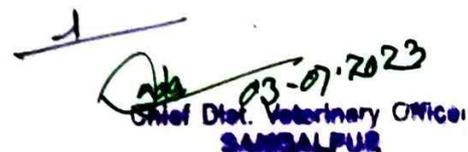
Signature of the Owner

**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, SAMBALPUR**  
Telephone No. 0663-2548571, E-mail- [cdvosambalpur@gmail.com](mailto:cdvosambalpur@gmail.com), Sambalpur

**TERMS & CONDITIONS FOR HIRING VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly 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 final but does not include cost of fuel, 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 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 30 days in a month.
- 7 The vehicle will remain in the CDVO Office .
- 8 In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- 9 Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
- 10 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.
- 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 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 .

  
03-07-2023  
Chief Dist. Veterinary Officer  
SAMBALPUR

**GENERAL INFORMATION FOR HIRING VEHICLES**

16. Registration No. of Vehicle :-
17. Type of Vehicle (AC/Non-AC) :-
18. Year of Manufacture :-
19. Model :-
20. Date of Registration:-
21. Name & complete address of the owner of vehicle :-
22. Fitness Certificate validity:-
23. Permit Validity:-
24. Insurance validity:-
25. Name/Address of the Driver :-
26. D.L. No. & Validity of the D.L. of the Driver:-
27. Proposed hire Charge of the vehicle per month  
excluding fuel cost and Service Charge :-  
C Maximum @ 20,000 / P.M)
28. Rate of fuel consumption /Mileage per litre:-
29. Contact Number of the Service provider Mobile -----  
Telephone -----

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

Seal & Signature of the