



OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR : SAMBALPUR

Tel.No : 0663-2410048

(Gram Panchayat Section)

E-Mail : dpo.od-sam@nic.in

Notice No 1051 /GP

Dated 15.10.2024

Quotation/ Tender Call Notice

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing **01(one)** No. of Non-AC/AC Vehicles preferably **Tiago/Bolt/Celerio (Petrol)** having sitting capacity not more than five including driver, which shall conform to the terms and conditions (Annexure-II) for use of the **District Panchayat Officer, Sambalpur** on monthly rent basis @ Rs.20000/-per month.

1. The vehicle must be in Road Worthy condition, shall not be more than 3 (three) years old from the date of initial registration and must have valid Commercial License, 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 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.
4. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricant).
5. The vehicle must achieve a minimum fuel efficiency of **17Kms. Per litre.**
6. 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 general bid information to be furnished with the Quotation/ Tender (Annexure-III).
7. Copy of PAN Card
8. GST Registration Certificate in form GST-Reg-06 (If the turnover of the firm is above Rs.20.00 lakh PA)
9. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Panchayat Officer, Sambalpur and submitted along with the tender as Security Deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
10. The quotation in the format Annexure-III completed in all respect with photocopy of certificates mentioned in para-1 & 2 should reach **District Panchayat Office, Sambalpur** on or before **02.11.2024** by 2 PM by Regd./ Speed,Post and shall be opened on the same day at **4.30 PM** in presence of the bidder or their authorized representative.
11. The application form of quotation/ tender containing General Bid information & terms and conditions for Hiring of Vehicles etc. will be available with District Panchayat Office, Sambalpur or can be downloaded from website- www.sambalpur.odisha.gov.in or www.odisha.gov.in from **15.10.2024 to 02.11.2024.**
12. The authority reserves the right to postpone/cancel the quotation call notice without assigning any reason thereof.

Adm
15/10/2024
District Panchayat Officer, Sambalpur
District Panchayat Officer
Sambalpur

TERMS& CONDITIONS

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hiring on monthly rent basis.

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as: - valid Registration Certificates, Commercial Licence, 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 vehicle 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 are 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 break down 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 vehicle should 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 the hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursement towards cost of diesel/petrol (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.
9. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition. Preference will be given to new vehicle.
10. If the services are found to be unsatisfactory, the client shall give one-month notice and terminate the agreement.
11. In case 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, the entire amount of security deposit shall be forfeited.
13. The authority may hire vehicle of any make & model as per requirement.

A. B. S.
15/12/24
District Panchayat Officer, Sambalpur
District Panchayat Officer
Sambalpur.

Memo No. 1052 /GP Dated 15.10.2024

Copy to Office Notice Board of Collectorate, Sambalpur/ District Panchayat Office, Sambalpur/ All Block Office/ All Tahasil Office for wide publicity.

Copy to DI & PRO, Sambalpur for information and necessary action

ADP
15.10.2024
District Panchayat Officer, Sambalpur

Memo No. 1053 /GP Dated 15.10.2024

Copy forwarded to the DEGM, Collectorate, Sambalpur for kind information with a request to hoist the Quotation for hiring of Vehicle in website www.sambalpur.odisha.gov.in and www.odisha.gov.in for wide publicity.

ADP
15.10.2024
District Panchayat Officer, Sambalpur

Memo No. 1054 /GP Dated 15.10.2024

Copy forwarded to the Deputy Secretary to Govt./FA-cum-Joint Secretary to Govt., Panchayati Raj & Drinking Water Deptt., Odisha, Bhubaneswar for favour of kind information and necessary action with reference to Letter No.17-OM-02-2671-16266/PR dated 12.09.2016 of the Govt. in PR Deptt. addressed to District Panchayat Officer, Sambalpur with a copy to Collector, Sambalpur.

ADP
15.10.2024
District Panchayat Officer, Sambalpur