

OFFICE OF THE TAHASILDAR, RAIRAKHOL

Quotation/Tender Call Notice

No. 2881 / Date 06.11.2024

Sealed quotations/Tenders are invited from interested reputed Service providers/ Travel agencies for providing Non-AC/AC Diesel Driven Vehicles (TUV300/Bolero/Sumo Gold/Ertiga) having sitting capacity not more than ten including driver, which shall conform to the terms and conditions (Annexure-II) and the norms of hiring of private vehicles were fixed in Finance Department OM No. 30464 /F dt. 06.09.2019 for office use in Tahasil office, Rairakhol on monthly rent basis, maximum hire charges per month excluding taxes @ Rs 31,000/- Per Month.

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 Vehicle.
2. The driver of the vehicle must have a valid Driving License for driver 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 is quoted separately in the general bid information (excluding fuel and lubricant).
5. The vehicle must achieve minimum fuel efficiency of 10 KMs. per liter.
6. The details of the make and year of manufacture of the vehicle, Registration no. mileage (Km. covered per litre) and name of 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. Security Deposit of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of Tahasildar, Rairakhol, payable at Rairakhol and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders. The same will be released on termination of agreement or disengagement of vehicle whichever is earlier.
8. The quotation in the format Annexure-III completed in all respect with photocopy of certificates mentioned in para 1 & 2 should reach the undersigned by **5.30 PM on Date 20.11.24**. The sealed cover containing quotations/Tenders should be subscribed on the top in capital letters as "**TENDER FOR HIRING OF PRIVATE VEHICLE**" and should be reached through registered post/speed post in Tahasil office, Rairakhol and shall be opened at 3 PM on **21.11.2024** in presence of the bidder or their authorized representative in the office chamber of the undersigned.
9. The application form of quotation/Tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with Tahasil office, Rairakhol on payment of Rs.100/- from 11.11.2024 to 20.11.2024 (except Govt. Holidays) or can be down loaded from District Website [www.sambalpur.nic.in](http://www.sambalpur.nic.in) from Dt. 11.11.2024 to 20.11.2024. In case the application form is downloaded from district website, the applicant shall furnish a **Demand Draft for an amount Rs. 100/- (Rupees One Hundred)** only towards the cost of application along with the application.

10. The quotationer/tenderer having lowest hire charges per month and highest mileage per litre will be selected.
11. The Tahasildar, Rairakhhol reserves the right to accept or reject any or all of the quotations in full or in part including the lowest without assigning any reason thereof.

Memo No. 2882 / Date 06.11.2024

  
Tahasildar, Rairakhhol  
Rairakhhol

Copy to the Collector, Sambalpur/ Sub-Collector, Rarakhol/ Sub-Collector, Kuchinda/ Sub-Collector, Sambalpurl / All BDO of Sambalpur District/ All Tahasildar of Sambalpur District/ E.O, NAC, Rairakhhol/ All RIs of Rairakhhol Tahasil for wide publicity of the above notice.

Copy to the District Information Officer, NIC, Sambalpur for Web-hosting the tender call notice in the district website/ Copy to this office Notice Board.

  
Tahasildar, Rairakhhol  
Rairakhhol

TERMS AND CONDITION

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

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as-valid Registration Certificates. Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit. Proof of Upto-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 damaged to any property on account of use of hired vehicle any manner whatsoever. The hires shall be responsible for all such litigations.
2. The hire charges to be paid for monthly basis do 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 the vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
5. In case of vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. 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.
7. Monthly hire charges and reimbursement towards cost of diesel (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.
8. 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.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. 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.
11. If the bidder violates any of the terms of contract, the entire amount of security deposit shall be forfeited.

  
**Tahasildar, Rairakhol**  
**TAHASILDAR**  
**Rairakhol**

## GENERAL INFORMATION FOR HIRING VEHICLES

1.	Name & complete address of the bidder	
2.	Registration No. of Vehicle	
3.	Type of Vehicle (AC / Non-AC)	
4.	Year of Manufacture	
5.	Model	
6.	Date of Registration	
7.	Name & complete address of the owner of vehicle	
8.	Fitness certificate validity	
9.	Permit validity	
10.	Insurance validity	
11.	Pollution Certificate validity	
12.	Name / Address of the Driver	
13.	D.L No. & Validity of the DL of the Driver	
14.	Proposed hire charges of the vehicle per month excluding fuel cost	
15.	Rate of fuel consumption / Mileage per litre	
16.	Contact Number	

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

Seal & Signature of the Quotationer / Tenderer