

Standard Bidding Document
Government of Odisha
Office Of the Divisional Labour Commissioner
Quotation/Tender Call Notice

No. 27..... Date 19/03/2021

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 1 no of AC Petrol/diesel driven vehicles having sitting capacity not more than 05 including driver, which shall conform to the Terms and Conditions (Annexure II) for official use in District Labour Office, Bargarh 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 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) A sum of Rs.5,000/- (Rupees five Thousand Only) shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of **District Labour Officer, Bargarh** Payable at Bargarh and submitted along with the tender as security deposit. After completion of the 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).
- 6) The Vehicle must achieve a fuel efficiency of 17 Kms per litre.
- 7) 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).
- 8) The Quotation completed in all respect should reach the undersigned on or before **08.04.2021** by **2.p.m** and shall be opened on the same day at **3.00 p.m** in presence of the bidders of their authorized representatives.
- 9) The application form of quotation/tender containing General bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with District Labour Officer, Bargarh on payment of Rs.100/- (Rupees One Hundred) only from dated **19.03.2021 to 08.04.2021**. or can be downloaded from Bargarh district Website www.bargarh.nic.in from **19.03.2021 to 08.04.2021**. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees One Hundred) only towards the cost of application along with application.


District Labour Officer
Bargarh

Memo No 28 /DLO/Dated. 19/03/2021

Copy forwarded to the District Information Officer, NIC, Bargarh for information and requested for publish the notification in the Official Website of Bargarh District for wide publicity of information.


District Labour Officer
Bargarh

Memo No 29 /DLO/Dated. 19/03/2021

Copy submitted to the Additional District Magistrate, Bargarh, for favour of kind information.


District Labour Officer
Bargarh

Memo No 30 (2) /DLO/Dated. 19/03/2021 11

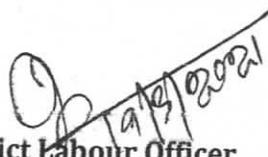
Copy forwarded to the Regional Transport Officer, Bargarh/ District Social Security Officer, Bargarh for information and necessary action. As the member of the tender committee approved by the Collector and District Magistrate, Bargarh, he is requested to make it convenient to be present on 08/04/2021 at 3.00 p.m in the office chamber of the Additional District Magistrate, Bargarh to open and final the tender for hiring of Vehicle for this office.


District Labour Officer
Bargarh

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 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 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 vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle form other source.
6. The vehicles shall report for duty for minimum of 30 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 reimbursement towards cost of fuel (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.


District Labour Officer
Bargarh

Annexure-III

GENERAL 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 and 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".

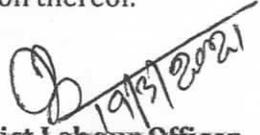
Seal & Signature of the Quotationer

OFFICE OF THE DIVISIONAL LABOUR COMMISSIONER, BARGARH

Quotation Call Notice for Hiring of Vehicle on monthly basis

No 31 /Dated 19/03/2021

Sealed Quotations are invited from interested reputed travel Agencies/Tour Operators or private individuals for providing 1 no of AC/ Non AC Petrol driven vehicles having capacity not more than 5 including driver, which shall conform to the Terms and Conditions(Annexure-II) for Official use in Office of the Divisional Labour Commissioner, Bargarh on monthly rent basis. The Quotation completed in all respect should reach to the Office of the Divisional Labour Commissioner, Bargarh, Near Collectorate,Bargarh through Speed Post/Registered Post on or before dated.08.04.2021 by 2.00PM.The application form of quotation containing general bid information & Terms and conditions for Hiring of Vehicles etc will be available in Official Website of Bargarh District website www.bargarh.nic.in. The undersigned has reserves the right to reject/cancel the quotation without any reason thereof.


District Labour Officer
Bargarh