

OFFICE OF THE DISTRICT & SESSIONS JUDGE, BARGARH

ORDER NO. 225

DATED 11.10.21

QUOTATIONS/TENDER CALL NOTICE

As per the Govt. Memorandum No.34085/ dated 29.09.2012, No.27037/F dated 08.10.2015 & No.30464/F Dt. 06.09.2019 of Finance Deptt. of Odisha and further clarification vide letter No. 26741 dated 02.08.2021 communicated to this office vide memo No. 26742 dated 02.08.2021 of Home Department, Government of Odisha, Sealed quotations are invited from interested reputed Travel Agencies or Private Individuals for providing one Non-AC/AC Swift Dzire (Petrol) on monthly hiring basis **at the rate of hiring charges of Rs. 26,000/- per month.** The quotation completed in all respect should be dropped in the drop box kept in the office of the District Judge, Bargarh on or before **15.11.2021 by 4 P.M.** and shall be opened on the same day at 05.00 P.M. in presence of the bidders and Tender Committee. The application form of quotation containing general bid information and the detail of terms and conditions for hiring of vehicle may be obtained at the Bargarh District Court Website-<https://districts.ecourts.gov.in/bargarh> and also in the Bargarh District Website. The authority has reserved the right to cancel or modify or accept any or all quotations without assigning any reason thereof.

sd/-
District Judge, Bargarh

Memo No. 5937⁽²⁾ / Dated 11.10.2021

Copy forwarded to the JIC, Nizarat, Civil Courts, Bargarh to affix a copy of the notice in the Notice Board.

Copy to the System Assistant, Civil Courts, Bargarh to upload the same in the District Court website.

DA
11.10.21
Registrar,
Civil Courts, Bargarh

**APPLICATION FORM AND GENERAL INFORMATION FOR HIRING VEHICLES ON
MONTHLY BASIS**

1. Name of the Service Provider :
2. GST Registration No. :
3. GeM Registration No. :
4. Registration No. of the Vehicle :
5. Type of Vehicle (AC/ Non-AC) :
6. Year of Manufacture :
7. Model :
8. Date of Registration :
9. Name & Complete address
of the owner of vehicle :
10. Fitness Certificate validity :
11. Permit validity :
12. Insurance validity :
13. Pollution Certificate Validity :
14. Name/address of the Driver :
15. D.L. No. & validity of
the D.L. of the Driver :
16. Proposed hire charges of the
vehicle per month excluding
fuel cost :
17. Rate of fuel consumption/
Mileage per litre :
18. Contact No. of the Service provider (Tenderer/Quotationer) :

Mobile _____ Telephone _____

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

Seal and Signature of the
Quotationer/Tenderer

**TERMS AND CONDITIONS FOR HIRING OF VEHICLES ON
MONTHLY BASIS**

The following terms and conditions must be fulfilled by the successful bidders for providing a vehicle on hire basis 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, GST registration certificate, Gem registration certificate, insurance certificate, fitness certificate, Pollution certificate, valid contact carriage permit, proof of up-to-date tax payment etc. which are mandatory for playing of vehicle.
2. GST registration and Gem registration are compulsory for any service Provider to provide hired vehicles to Government offices through GeM or through open bidding.
3. The driver of vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving passport passenger vehicle more than 5 years.
4. The driver should be well behaved, gentle and obedient in nature and sociable.
5. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft in favour of the **District Judge, Bargarh** and should submit along with the tender as security. After completion of tender process, the amount will be refunded to unsuccessful bidders immediately.
6. The monthly rate of hire charges be quoted separately in the general bid information (excluding Taxes, fuel & lubricants).
7. The Department/office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/ injure made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The owner shall be responsible for all such litigations.
8. The hire charges to be paid for monthly basis in final but does not include cost of petrol, which is to be paid separately basing on actual consumption and lubricants as per existing Govt. norms. All the expenditure of the vehicles towards repair, replacement of spare parts, lubricants oil of engine, gear box & differential coolants, tyres & tubes, Battery etc. will be borne by the bidder.

9. 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.
10. In case of break down for reasons whatsoever of the vehicle of the same or better model shall be provided by the owner of the vehicle/bidder.
11. 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.
12. The hired vehicles cannot used for any private/commercial purpose beyond office hours or during holidays.
13. Monthly hire charges and reimbursement towards cost of petrol (as per actual) and lubricants (as per Govt. norms) of selected bidders 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.
14. If the services are found to be unsatisfactory, the client shall give one month notice and the agreement will be terminated.
15. If the bidder violates any of the terms of contract, Govt. shall forfeit the amount of security deposit.
16. The other norms and condition will be followed strictly as per the FDOM No.34085/F dated 29.09.2012, FDOM No.27037/F dated 08.10.2015 & FDOM No.30464/F dated 06.09.2019 of Finance Deptt. Govt. of Odisha.

Sd-
Signature of
Quotation/ Tender Calling Authority