

## DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA, BARGARH

No. 3046 //SS-Veh-24 Date. 16.11.24 //

### SHORT TENDER CALL NOTICE

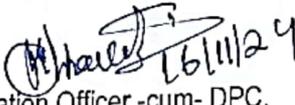
Sealed quotations/Tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing **01 (One)**no. of Non-AC/ AC Petrol / diesel driven vehicle preferably **Scorpio-N** which shall conform to the terms and conditions (at Annex-A) for official use of Collector-cum-Chairperson, Samagra Shiksha, Bargarh on monthly rent basis.

1. The service provider shall have a valid OGST (Regular) registration to participate in the tendering.
2. The vehicle must be in Road Worthy condition, shall **not be more than 03 years old** (Preference will be given to new vehicle with reasonable price) from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage permit, proof of upto date tax payment, PAN No. etc. which mandatory for plying of vehicle.
3. The Driver of the vehicle must have valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/passenger vehicle.
4. The Driver should be well behaved, gentle and obedient in nature.
5. Earnest Money Deposit (EMD):- A sum of Rs.9,000.-/(Rupees nine thousand only) shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn on any Nationalized/Scheduled Bank in favour of the **District Project Coordinator, S.S.A, Bargarh Payable at Bargarh** and submitted along with the quotation as security deposit. After completion of quotation/tender process, the amount will be refunded to unsuccessful bidders. **BID submitted without EMD will summarily be rejected.**
6. The monthly rate of hire charge is quoted separately in the General Information (Annex-B)(excluding fuel and lubricants).
7. The vehicle must achieve a fuel efficiency of **10 Kms** per ltr.
8. The details of the make and year of manufacture of the vehicle, registration no. mileage (Kms covered per ltr) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annex-B).
9. The interested Service providers are requested to submit their sealed quotation document complete in all respects along with E.M.D. and other requisite documents as per **Annex-B** on or before **26.11.2024 up to 1.30 pm** (in working days only) to the District Project Office, Samagra Shiksha, Bargarh, Near Collectorate, Bargarh-768028. The sealed envelope superscribing as "QUOTATION FOR HIRING OF VEHICLE". The quotation shall be opened on the **26.11.2024 at 4.30 pm**. in presence of the bidders or their authorized representative. Quotation without requisite document as mentioned in Annex-B will not be accepted.
10. The Security Deposit @5% will be deposited by successful bidder.

  
16/11/24

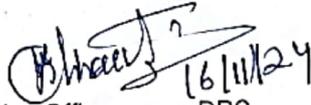
11. The application form of quotation/Tender containing General Bid information & terms and conditions for Hiring of Vehicles etc. will be available with District Project Office, Samagra Shiksha, Bargarh on payment of Rs.300/-(Rupees three hundred only) from 16.11.2024 to 26.11.2024 up to 12.00 noon from cash section excluding Sunday & holidays or can be downloaded from official website [www.bargarh.odisha.gov.in](http://www.bargarh.odisha.gov.in) from 16.11.2024 to 26.11.2024 by 12.00 noon . In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.300/-(Rupees three hundred only) in favour of District Project Coordinator, SSA, Bargarh payable at Bargarh towards the cost of application along with the application.
12. The authority reserves the right to cancel the whole quotation or any bid without assigning any reason thereof.

BY ORDER OF COLLECTOR-CUM-CHAIRPERSON,  
SAMAGRA SHIKSHA, BARGARH.

  
District Education Officer.-cum- DPC,  
SamagraShiksha, Bargarh

Memo No. 3047 // SS-Veh-24Date- 16.11.24 //

Copy to DeGm, Collectorate, Bargarh for information and necessary action. He is requested to upload the tender call notice (copy enclosed) in the District Portal (i.e.[www.bargarh.odisha.gov.in](http://www.bargarh.odisha.gov.in))/Notice Board of Collector office, Bargarh /CDO-cum-EO, Zilla Parishad, Bargarh/Dist. Education Office, Bargarh /Sub-Collector, Bargarh/ RTO, Bargarh/ DI&PRO, Bargarh / DPC,SS, Bargarh / BEO, Bargarh for wide publication.

  
District Education Officer.-cum- DPC,  
Samagra Shiksha, Bargarh

TERMS & CONDITIONS FOR HIRING OF VEHICLES

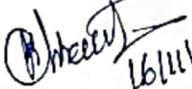
The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as :- Valid Registration Certificate, Insurance Certificate, Pollution Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up to date Tax payment, PAN card, valid OGST (Regular) and D.L. of the driver available all the times. The copy of the above documents is to be submitted along with quotation.
2. The DPO, Samagra Shiksha, Bargarh 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 damages to any property on account of use hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
3. 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 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
5. The driver should be well-dressed, disciplined, well behaved and non-alcoholic.
6. In case the driver proceeds on leave, the agency shall obtain prior approval/permission from the authority. Further the bidder shall provide a suitable substitute.
7. 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.
8. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice and may engage vehicle from other source.
9. The vehicles shall report for duty for minimum of 25 days in a month.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
11. Monthly hire charges and reimbursements towards cost of fuel (as per actual on km run) 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.
12. The vehicle shall not be more than **03 years old** from the initial registration and also in good running condition during the period of contract.
13. If the services are found to be unsatisfactory, the DPO, Samagra Shiksha shall give one month notice and terminate the agreement.
14. 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.
15. If the bidder violates any of the terms of contract, DPO, Samagra Shiksha shall forfeit the entire amount of security deposit.



16. The interested bidders have to submit the sealed quotation/Tender document in complete in all respect along with EMD & other documents in sealed cover subscribed "QUOTATION FOR PROVIDING HIRING OF VEHICLE" to the O/o District Project Office, Samagra Shiksha, near Collectorate, Bargarh-768028 on or before 26.11.2024 up to 1.30 pm. Quotation/Tender received after due date & time will not be entertained. The quotation will be opened on 26.11.2024 at 4.30 pm. in presence of the bidder or their authorized representative.
17. The bidder or authorized representative of the bidder is required to remain present at the time of opening of quotation with all original documents for verification.
18. The quotation without fulfilling all the terms and condition (required documents) is to be rejected.
19. The contract period may be extended /renewed as per the mutual consent of both parties otherwise the vehicle is withdrawn.
20. In case of dispute between the 1<sup>st</sup> and 2<sup>nd</sup> party the matter will be referred to the Collector &Dist. Magistrate-cum-Chairperson, Samagra Shiksha, Bargarh whose decision will be final and binding on both the parties. The bidder cannot take shelter of any court of law on this count.
21. The authority reserves the right to cancel the whole quotation or any bid without assigning any reason thereof.

BY ORDER OF COLLECTOR-CUM-CHAIRPERSON  
SAMAGRA SHIKSHA, BARGARH.

  
16/11/24  
District Education Officer.-cum- DPC,  
Samagra Shiksha, Bargarh

GENERAL INFORMATION (FOR HIRING VEHICLE)

Sl.No.	Particulars	
1	Name of the Service Provider	
2	Complete Address of Service provider	
3	Valid OGST Number(Regular)	
4	GeMRegistration Number	
5	Bank Account No. and IFSC Code	
6	Registration No.of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name/Address of the Driver	
16	D.L.No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption/Mileage per liter	
19	Contract Number of the Service provider (Tenderer/Quotationer)	
20	PAN No./AADHAAR No	
21	EMD Amount/ No./Date	
22	Contract number of Driver	

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

Seal & signature of  
Quotationer/Tenderer

**NB:** - The copy of the above mentioned document must be enclosed (self attested copy) with quotation for their eligibility.