

CT & GST CIRCLE, BARGARH  
(UNDER CT & GST TERRITORIAL RANGE, SAMBALPUR)  
FINANCE DEPARTMENT, GOVERNMENT OF ODISHA)  
**Mail Id – dcctbargarh@odishatax.gov.in**

## **Quotation / Tender Call Notice**

Sealed quotations/ tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Private individuals for engagement of one vehicle AC TUV300/Bolero/Sumo Gold/Ertiga having sitting capacity not more than ten including driver which shall confirm to the terms and conditions (Appendix-A) for official use in the office of the Deputy Commissioner of CT & GST, CT & GST Circle, Bargarh on monthly rent basis.

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. 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, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
3. 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.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs.5000.00 shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Deputy Commissioner of CT & GST, CT & GST Circle, Bargarh payable at SBI Main Branch, Bargarh and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge is to be quoted separately in the general bid information (excluding fuel and lubricants) & shall not exceed Rs.31000/- per month.
7. The vehicle must achieve a fuel efficiency of 10 Kms per litre.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered per litre) and name of the Driver,

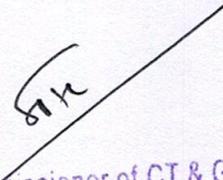
  
Joint Commissioner of CT & GST,  
CT & GST Circle, Bargarh.

Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/ Tender (Appendix-B).

9. The Quotation/Tender completed in all respects should reach the undersigned on or before **08.01.2025** by 5 P.M and shall be opened on the next working day at 11 A.M. in presence of the bidders or their authorized representatives.
10. The application form of quotation/ tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in the office of the Deputy Commissioner of CT & GST, CT & GST Circle, Bargarh on payment of Rs.1000/- or can be downloaded from Govt. website <https://bargarh.odisha.gov.in> from Dt.25.12.2024 to Dt.07.01.2025 . In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.100/- (Rupees One Hundred) only drawn in favour of the Deputy Commissioner of CT & GST ,CT & GST Circle ,Bargarh payable at SBI Main Branch , Bargarh towards the cost of application along with the application.
11. The hiring agency will stick to all other terms and conditions (if not mentioned here ) stipulated by Finance Department , Govt of Odisha vide Office Memorandum No 22924/F dated 14.08.2023 .

Seal & Signature of  
Quotation/ Tender Calling Authority

Designation

  
Joint Commissioner of CT & GST,  
CT & GST Circle, Bargarh.

**Terms & Conditions**

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 etc. and D.L. of the driver available all the times.
2. 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 in any manner whatsoever. The hiring agency 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. 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.
6. In case of the vehicle not reporting regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) ( 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.
10. 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.

  
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11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

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**Annexure-B****General Information**

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	Gem Registration 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	

  
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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 litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

Seal & Signature of  
Quotationer/Tenderer

  
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