

DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA, BARGARH

No. 1153 //SS-Veh-25 Date. 04.3.25 //

QUOTATION/ TENDER CALL NOTICE

Sealed quotations/Tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing **02 (two) nos.** of AC Petrol/diesel driven vehicle having sitting capacity not more than Eight including driver preferably **Bolero Neo** which shall conform to the terms and conditions (at Annex-A) for official use of District Education Officer-cum-DPC and Sr. Technical Consultant and Coordinators, Samagra, 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 up to date tax payment, PAN No. etc. which mandatory for plying of vehicle.
3. The priority will be given which is New/Latest Model AC Petrol/Diesel vehicle during open of the by the Dist. Level Tender Committee. The decision of the tender Committee is final decision for finalization of vehicle.
4. 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.
5. The Driver should be well behaved, gentle and obedient in nature.
6. Earnest Money Deposit (EMD):- A sum of Rs.15,000./-(Rupees fifteen thousand) only to be deposited for 1st Vehicle and a sum of Rs.15,000./-(Rupees fifteen thousand only) for 2nd vehicle. (EMD of Rs.15,000./-(Rupees fifteen thousand) only for One vehicle is required and Rs.30, 000/- (Rupees thirty thousand) only for both 1st and 2nd vehicle is required). Separate EMD to be deposited for 1st Vehicle and for 2nd vehicle 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.**
7. After completion of tender process, deposited EMD amount will be refunded to the unsuccessful bidders.
8. The monthly rate of hire charge is quoted separately in the General Information (Annex-B and C)) (excluding fuel and lubricants).
9. The vehicle must achieve a fuel efficiency of **10 km** per ltr.
10. 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" for 1st Vehicle and Annex- "C" for 2nd Vehicle).**

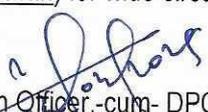
11. The interested Service providers are requested to submit their sealed quotation document complete in all respects along with E.M.D. and other requisite documents as per **Annex-"B" for 1st Vehicle and Annex- "C" for 2nd Vehicle separately** on or before **20.03.2025 up to 1.00 pm.** to the District Project Office, Samagra Siksha, Bargarh, Near Collectorate, Bargarh-768028 (Odisha) **by Speed Post/Regd. Post/Courier only.** Separate Sealed Envelope superscribing as **"QUOTATION FOR HIRING OF VEHICLE FOR 1ST VEHICLE** and Separate Sealed Envelope superscribing as **"QUOTATION FOR HIRING OF VEHICLE FOR 2nd VEHICLE"**. The quotation shall be opened on the **20.03.2025** at **4.00 P.M.** in presence of the bidders or their authorized representative. Quotation without requisite document as mentioned in Annex-"B" & "C" will not be accepted.
12. The Security Deposit @5% will be deposited by successful bidder.
13. 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.500/-(Rupees five hundred only) from **04.03.2025 to 19.03.2025 up to 5.00 pm** from cash section excluding Sunday & holidays or can be downloaded from official website www.bargarh.odisha.gov.in from **04.03.2025 to 19.03.2025 by 5.00 pm.** In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.500/-(Rupees five hundred only) in favour of **District Project Coordinator, SSA, Bargarh payable at Bargarh** towards the cost of application along with the application.
14. 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,
Samagra Shiksha, Bargarh

Memo No. 1154 // SS-Veh-25 Date- 04.3.25 //

Copy to the DeGm, Collectorate, Bargarh for information and necessary action. He is requested to upload the Tender Call Notice along with terms and conditions & General Bid Information (hard copy and soft copy enclosed) in the District Portal (i.e. www.bargarh.odisha.gov.in) for wide circulation.


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

Memo No. 1155 // SS-Veh-25 Date- 04.3.25 //

Copy submitted to the Collector office, Bargarh /CDO-cum-EO ,Zilla Parishad, Bargarh/Dist. Education Office, Bargarh,/Sub-Collector, Bargarh/ RTO, Bargarh/ DI&PRO, Bargarh/ BDO, Bargarh/ Tahasildar, Bargarh/EO, Municipality, Bargarh/DPC,SS, Bargarh & BEO, Bargarh with a request to affix the Tender Call Notice in their Notice Board 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. Fuel bill must be submitted with monthly bill for reimbursement.
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. In view of pollution being high through use of Diesel vehicles, it is preferable to hire BS VI or with latest models compliant Petrol/Diesel Vehicles.
14. If the services are found to be unsatisfactory, the DPO, Samagra Shiksha shall give one month notice and terminate the agreement.
15. 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.
16. If the bidder violates any of the terms of contract, DPO, Samagra Shiksha shall forfeit the entire amount of security deposit.

17. Log books shall be maintained for the hired vehicle as in the case of Government vehicles, Kilometer reading and POL drawn shall be necessarily recorded in relevant columns and verified regularly by an authorized officer before making payment.
18. The interested Bidder/Firm can apply for 1st VEHICLE OR 2nd VEHICLE OR FOR BOTH VEHICLE, BUT HAVING SEPARATE REGISTRATION NUMBER OF THE VEHICLE.
19. The interested bidders have to submit the sealed quotation/Tender document in complete in all respect along with EMD & other documents in Separate Sealed Envelope superscribing as "QUOTATION FOR HIRING OF VEHICLE FOR 1ST VEHICLE and Separate Sealed Envelope superscribing as "QUOTATION FOR HIRING OF VEHICLE FOR 2nd VEHICLE". to the O/o District Project Office, Samagra Shiksha, near Collectorate, Bargarh-768028 (Odisha) **by Speed Post/Regd. Post/Courier only** on or before **20.03.2025 up to 1.00 pm.** Quotation/Tender received after due date & time will not be entertained. The quotation will be opened on the same day on **20.03.2025 at 4.00 p.m.** in presence of the bidder or their authorized representative.
20. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached with all relevant documents including drafts as per the terms and conditions.
21. In case the 2nd Vehicle Tender will not be successful then L-2 of 1st vehicle tender may be consider for engage after negotiation by the District Level Tender Committee or vice versa.
22. 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.
23. The quotation without fulfilling all the terms and condition (required documents) is to be rejected.
24. The contract period may be extended /renewed as per the mutual consent of both parties otherwise the vehicle is withdrawn.
25. In case of dispute between the 1st and 2nd 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.
26. The decision of the District Level Committee is final decision for finalization of vehicle and the Committee/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,
Samagra Shiksha, Bargarh

Annexure- B

GENERAL INFORMATION (FOR 1st HIRING VEHICLE)

| Sl.No. | Particulars | |
|---------------|---|--|
| 1 | Name of the Service Provider | |
| 2 | Complete Address of Service provider | |
| 3 | Valid OGST Number(Regular) | |
| 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 | |
| 16 | D.L. No. & Validity of the D.L. of the Driver | |
| 17 | Proposed hire Charge of the vehicle per month excluding fuel cost/GST | |
| 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

Annexure- C

GENERAL INFORMATION (FOR 2nd HIRING VEHICLE)

| Sl.No. | Particulars | |
|---------------|---|--|
| 1 | Name of the Service Provider | |
| 2 | Complete Address of Service provider | |
| 3 | Valid OGST Number(Regular) | |
| 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 | |
| 16 | D.L. No. & Validity of the D.L. of the Driver | |
| 17 | Proposed hire Charge of the vehicle per month excluding fuel cost/GST | |
| 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.