

GOVERNMENT OF ODISHA  
FISHERIES & ARD DEPARTMENT

.....  
Quotation / Tender Call Notice

No. 7325 / FARD, Bhubaneswar, Dated 24.6.21

FARD-OE-1ESTT-0014-2017

Sealed Quotations/ Tenders are invited from interested Travel Agencies/ Tour Operators/ Private Individuals with valid GST registration for providing one number of AC (Petrol) Zest/Tigor/Swift Dzire/Xcent/Etios vehicle including driver on monthly rent basis with maximum hire charge of Rs.26,000/- only as per FDOM No. 30464/F., dt.06.09.2019 for Official use in Fisheries & ARD Department, Odisha Lokaseva Bhawan, Bhubaneswar on monthly rent basis, which shall conform to the terms and conditions laid down in Annexure-II attached to this Quotation/ Tender Call Notice.

1. The vehicle must be in road worthy condition, shall not be more than 03 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. The interested participant bidders are required to deposit a refundable amount of Rs.5,000/- (Rupees Five Thousand) only along with their Bid towards EMD in shape of Demand Draft drawn in favour of the "Drawing & Disbursing Officer-cum-Deputy Secretary to Government, Fisheries & ARD Department, Odisha Secretariat" payable at Bhubaneswar. After completion of tender process, the refundable amount of Rs.5,000/- will be returned to the unsuccessful bidders.
5. The monthly rate of hire charge should be quoted separately in the General Bid Information (Excluding Fuel, Lubricants & GST).
6. The vehicle must achieve minimum 17 (Seventeen) kms. fuel efficiency per litre.
7. The details of the make and year of manufacture of the vehicle, registration number, mileage (kms. covered per litre) and name of the Driver with Driving License Number and period of validity should be specifically provided in the General Bid Information to be furnished with the Quotation/ Tender Call Notice (Annexure- III).
8. The Quotation/ Tender Call Notice completed in all respect should reach the undersigned **on or before 05.07.21 by 11.00 a.m. and shall be opened on 05.07.21 by 11.30.a.m.** in presence of the bidders or their authorized representatives.



*Handwritten signature*

a non-refundable Demand Draft for an amount of Rs.200/- (Rupees Two Hundred) only in favour of the "Drawing & Disbursing Officer-cum-Deputy Secretary to Government, Fisheries & ARD Department, Odisha Secretariat" payable at Bhubaneswar towards the cost of application along with the filled application.

*[Signature]*  
24/6/2021  
Deputy Secretary to Government

Memo No. 7326 / FARD, Dt. 24.6.21

Copy along with copy of Annexure-II & III (both hardcopy & softcopy) forwarded to the Head, State Portal Group, NIC, Secretariat Building, Bhubaneswar with a request to display the same in the "All Tenders" link of Government of Odisha Website for wide publication.

*[Signature]*  
24/6/2021  
Deputy Secretary to Government

Memo No. 7327 / FARD, Dt. 24.6.21

Copy along with copy of Annexure-II & III & Paper Cutting Advertisement (both hardcopy & softcopy) forwarded to the Director, Information & Public Relations Department for information and necessary action.

He is requested to float this Quotation Call Notice (as per the enclosed Paper Cutting Advertisement) at least in two local daily Odia Newspapers and in one English Daily Newspaper for wide publication.

*[Signature]*  
24/6/2021  
Deputy Secretary to Government

Memo No. 7328 / FARD, Dt. 24.6.21

Copy along with copy of Annexure-II & III forwarded to the Chief Receptionist, Odisha Secretariat with a request to place this Quotation Call Notice in their Notice Board for wide publication.

*[Signature]*  
24/6/2021  
Deputy Secretary to Government

Memo No. 7329 / FARD, Dt. 24.6.21

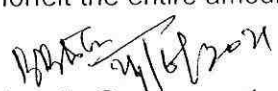
Copy along with copy of Annexure-II & III forwarded to this Department's Notice Board for wide publication.

*[Signature]*  
24/6/2021  
Deputy Secretary to Government

**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, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. and DL 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 maximum hire charges of Rs.26,000/- per month can be paid by this Department to the hired vehicle @ 17-kms. per liter.
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 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.
4. 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. The Driver should be properly dressed in neat and clean attire. The driver should possess a valid commercial driving license. The driver should be polite and courteous behaviour towards departmental users as well as to other departmental staff. Denial of duty during contract period, or during hours as noticed by user department and use of abusive language will be treated as misbehavior for which the contract may be terminated. The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty for which the contract may be terminated.
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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
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 of this Department. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Government norms) of selected bidder will be paid in every succeeding month, as far 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 three years old from the initial registration and also in good running condition during the period of contract.
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.

  
Deputy Secretary to Government,

GENERAL INFORMATION FOR HIRING VEHICLES

1.	Registration Number of the Vehicle	::	
2.	GST Registration No.		
3.	PAN No. of the Vehicle Owner/ Agency		
4.	Type of Vehicle(Petrol) (AC)	::	Zest/Tigor/Swift Dzire/Xcent/Etios
5.	Year of Manufacture	::	
6.	Bharat Stage(BS)	::	
7.	Model	::	
8.	Date of Registration	::	
9.	Name & complete address of the owner of the vehicle	::	
10.	Fitness Certificate Validity	::	

11.	Permit Validity	::	
12.	Insurance Validity	::	
13.	Name / Address of the Driver	::	
14.	D.L. No. & Validity of the DL of the Driver	::	
15.	Proposed Hire Charge of the vehicle per month excluding fuel cost	::	
16.	Rate of fuel consumption / mileage per litre	::	
17.	Contact Number of the Service Provider (Tenderer / Quotationer)	::	Name : Mobile : Telephone :

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

**Seal & Signature of  
Quotationer/Tenderer**