



**WORLD FOOD PROGRAMME &
ODISHA BAMBOO DEVELOPMENT AGENCY**
(Forest & Environment Department)
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Letter No. 1729 /8F/BM-212/2017.
Dated, Bhubaneswar, the 3rd August'2017.

To

The Deputy Secretary to Govt.,
Information & Public Relation (I&PR) Department,
Bhubaneswar.

Sub:- Publication of Advertisement in Odia and English Dailies News
Paper.

Sir,

In enclosing herewith a notice inviting sealed tenders from reputed firms/individual for supply of vehicle to Odisha Bamboo Development Agency (OBDA). I would request that the same may kindly be published in two leading Odia and one English dailies News Paper for wide circulation. It may be stated here that the last date for receiving the tenders has been scheduled on or before **16.08.2017 at 3 P.M.**

This may please be taken up on priority basis.

Encl : As above

Yours faithfully,

**PROJECT DIRECTOR, WFP-CUM-
STATE MISSION DIRECTOR, OBDA,
BHUBANESWAR**

**OFFICE OF THE PROJECT DIRECTOR, WORLD FOOD PROGRAMME
-CUM-
STATE MISSION DIRECTOR, ORISSA BAMBOO DEVELOPMENT AGENCY,
BDA APARTMENTS, 4TH FLOOR, NILAKANTHANAGAR,
NAYAPALLI, BHUBANESWAR -12.**

Proposal for hiring of vehicles

Sealed bids are invited from interested private individuals/Tour Operators/Travel Agencies for hiring of vehicles (Swift Dzire/ Similar type vehicle) on a monthly basis for official purpose. The details regarding the terms and conditions & eligibility criteria can be downloaded from our **Website:www.odishabamboo.org** or can be collected from the office of the undersigned. The last date for submission of tender papers is **16.08.2017(3:00 PM)**.

Sd/-
PROJECT DIRECTOR
WFP-CUM-SMD,OBDA,BBSR

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 Certificates, fitness Certificate, valid Contract Carriage Permit, Proof of upto date tax payment etc. and D.L of the driver be available all the times. The Department/Office hiring the vehicle shall not be responsible for any damage/Loss caused to hired vehicle 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 bidder shall be responsible for all such litigations.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel, 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 and differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
3. 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.
4. 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.
5. In case of the vehicle is not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle shall report for duty for minimum of 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. 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 / owner of the vehicle and no advance payment will be made. In the Govt. prescribed milage, the vehicle will perform duty in and around Bhubaneswar periphery and also throughout the State as and when required by the authority. No extra charges shall be demanded by the service provider / owner of the vehicle.
9. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement without assigning any reason thereof.
11. 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 or service and termination of agreement.
12. If the bidder violates and of the terms of contract, Government shall forfeit the entire amount of security deposit.



Seal & signature of
Quotation/Tender Calling Authority

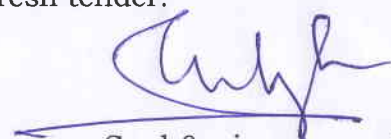
Annexure-I

Bidding Document
Government of Odisha
Forest & Environment Department/Heads of Department/Office Quotation/Tender
Call Notice.

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing one no. of AC diesel driven vehicle having sitting capacity not more than 5 (Five) including driver, which shall conform to the Terms and conditions (Annexure-II) for official use in Project Director, WFP-cum-State Mission Director, Odisha Bamboo Development Agency, Bhubaneswar 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, Insurance Certificate, fitness Certificate, Valid Contract Carriage permit, proof of up to date tax payment etc. which are mandatory for playing 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) A sum of Rs.5,000/- shall be deposited by the intending bidders in shape of account payee Bank draft drawn in favour of the Project Director, WFP-cum-State Mission Director, Odisha Bamboo Development Agency, Bhubaneswar and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants). The charges cannot exceed the limit fixed by Govt. Vide Office Memorandum No.27037/F, Bhubaneswar dt.08.10.2015.
- 6) The vehicle must achieve a fuel efficiency of 15 Kms for Indigo, 17 Kms for Swift Dzire (Diesel) and 14 Kms for Swift Dzire (Petrol).
- 7) The details of the make and year of manufacturer of the vehicle, registration no, mileage (Kms covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-III).

- 8) The bidders should submit technical bid and financial bid separately in a sealed cover mentioning the vehicle Number, Name and address of the owner of the vehicle. For each bid one sealed cover will be submitted with a covering letter enclosing the sealed cover of technical and financial bid. In the above technical bid, the bidder should enclose a copy of bidding document and terms and condition of hiring of the vehicle by signing at the bottom of the above two documents with date. He should enclose the Security Deposit of Rs.5,000/- in shape of Bank Draft with the technical bid.
- 9) The preference will be given to better model and better brand vehicle respective of the bid amount offered by the owners and the decision of the under signed shall be final and selection will be within the Govt. approved rules and regulations.
- 10) The vehicle will be produced before under signed as and when required for inspection before finally selecting the successful bidders.
- 11) The technical bids will be evaluated by tender finalizing committee and the financial bids of the suitable vehicles qualifying in the technical bids will be opened.
- 12) The Quotation completed in all respects should reach the undersigned on or before **16.08.2017 by 3 P.M and shall be opened on the same day at 4:30 P.M** in presence of the bidders or their authorized representatives.
- 13) The application form of quotation/tender containing general Bid information & Terms and conditions for Hiring of Vehicle etc. will be available with the office of the Project Director, WFP-cum-State Mission Director, Odisha Bamboo Development Agency, Bhubaneswar on payment of Rs.100/- from **08.08.2017 to 16.08.2017** or can be downloaded from official website. **www.odishabamboo.org** 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 towards the cost of application along with the application.
- 14) In case no bid or bid beyond the specification as per govt. rules, the authority will engage any vehicle of required specification as per instruction of Finance Department office memorandum **no. 27037 dt.8.10.2015**. Similarly, if the authority cancels any contract with the lowest tender after execution of the agreement, the authority will be at liberty to engage any vehicle from any other source at the lowest accepted rate up to the next 12 months without going for any fresh tender.



Seal & signature of
Quotation/Tender Calling Authority

Technical Bid

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle:-
2. Type of Vehicle (AC/Non-AC):-
3. Year of Manufacture:-
4. Model:-
5. Date of registration:-
6. Name & complete address of the owner of the vehicle:-
7. Fitness Certificate validity:-
8. Permit validity:-
9. Insurance validity:-
10. Name/Address of the Driver:-
11. D.L No. & validity of the D.L of the Driver:-
12. Contact Number of the Service provider (Tenderer/Quotationer)
Mobile No. _____, Telephone No. _____

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

Signature of Bidder.

Financial Bid

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle:-
2. Type of Vehicle (AC/Non-AC):-
3. Year of Manufacture:-
4. Model:-
5. Date of registration:-
6. Name & complete address
of the owner of the vehicle:-
7. Proposed hire charge of the vehicle per month
excluding fuel cost:-
8. Rate of Fuel consumption/ Mileage per litter.
9. Contact Number of the Service provider (Tenderer/Quotationer)
Mobile No. _____, Telephone No. _____

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

Signature of Bidder.