

**OFFICE OF THE PROJECT DIRECTOR, WFP-CUM-STATE MISSION DIRECTOR,
ODISHA BAMBOO DEVELOPMENT AGENCY,
ARANYA BHAWAN, CHANDRASEKHARPUR, BHUBANESWAR-23**

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(QUOTATION FOR HIRING OF PRIVATE VEHICLES FOR OFFICIAL USE)

Notice No. 124 Dated: 05/11/2021

Sealed quotations are invited from Interested reputed Travel Agencies/Tour Operators or Private individuals for providing 1 (one) no. of Zest/Tiger/Swift Dzire/Xcent Ac Diesel driven vehicles having sitting capacity not more than five including driver, which shall confirm to the terms and conditions in Annexure- II for official use in Odisha Bamboo Development Agency (OBDA) Bhubaneswar office, Ground Floor, Aranya Bhawan , Chandrasekharpur, Bhubenswr-23 on monthly rent basis.

- 1) The vehicle must be 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 plying of vehicle.
- 2) 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.
- 3) The Driver should be well behaved, gentle and obedient in nature.
- 4) A sum of Rs.5,000/- (Rupees Five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Project Director, WFP-cum-SMD-OBDA, 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 charge be quoted separately in the general ^{bid} information (excluding fuel and lubricants).
- 6) The vehicle must achieve a fuel efficiency of 17 kms. per litre.

- 7) The details of the make and year of manufacture 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 quotation completed in all respect should reach the undersigned on or before **22nd November, 2021 by 12.30 PM** and shall be opened on the same day at 3.30 PM in presence of the bidders or their authorized representatives.
- 9) The application form of quotation /Tender containing General Bid Information & Terms and conditions for Hiring of vehicles etc. will be available with the cashier of this Office on payment of Rs.100/- from 11.00AM to 2.00PM of the working days from 08-11-2021 to 20-11-2021 or can be down loaded from OBDA website ww.orissabamboo.org ^N ~~in form~~ ^{from} dated 08-11-2021 to 20-11-2021. In case the application form is downloaded from Govt. website, the applicant shall furnish a demand draft for an amount Rs.100/- (Rupees one hundred) only towards the cost of application fee along with the application.


**Project Director, WFP-cum-SMD,
OBDA, Bhubaneswar.**

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 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. Proposed hire Charge of the vehicle per month excluding fuel cost. :
13. Rate of fuel consumption / Mileage per litre :
14. 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”


Seal & Signature of the
Quotationer / Tenderer

Annexure- II

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 up to date tax payment etc. and D.L of the driver 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 any manner whatsoever. The hirer shall be responsible for all such litigation.
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 & 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 do 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 per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
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.
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