

CT & GST CIRCLE, SONEPUR
UNDER CT & GST TERRITORIAL RANGE, BOLANGIR
FINANCE DEPARTMENT, GOVERNMENT OF ODISHA

ANNEXURE-I

Quotation/Tender Call Notice For Hiring Of Vehicle

No. 756 /CT& GST.

Date 10/03 /2023

Sealed Tenders/Quotations are invited from the reputed Travel Agencies / Tour Operators/private individuals having valid GST Registration Number for providing 1 (One) AC/Non AC BS-IV or above type of Petrol vehicle of **Tiago/Bolt/Celerio (Petrol)** or vehicles of similar model and segment having same mileage and hiring charges including Driver on Monthly rent basis, which shall confirm to the terms and conditions as per Annexure-II for official use in Office of CT & GST Circle, Sonepur 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 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/Pollution Under Control Certificate etc. which are mandatory for plying the 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. 5000/- shall be deposited by the intending bidder in shape of A/C payee and Bank Draft (Banker' cheque not allowed) in favour of the Deputy Commissioner of CT & GST, CT & GST Circle, Sonepur and submitted along with the quotation as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge to be quoted separately in the general bid information (excluding fuel cost).
6. The vehicle must achieve a fuel efficiency of **minimum 17 K.Ms per liter**.
7. Maximum hiring charges of the vehicle shall not exceed Rs.20,000/- (excluding fuel & GST) per month.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per liter) 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).
9. The Quotation/Tender completed in all respect should reach the undersigned through Registered/Speed post/by hand on or before **Dt.21.03.2023 by 03.30 PM** and shall be opened on the same day at 04.30 PM in Office Chamber of Deputy Commissioner of CT & GST, CT & GST Circle, Sonepur. The Bidders/Authorized representatives of the firm may remain present during the opening of the Tender, if they desire.
10. The Quotation/Tender paper received after due date and time shall not be entertained under any circumstances.
11. The undersigned reserves the right to cancel any or all quotations without assigning any reason thereof.
12. The application form of quotation/ tender containing General Bid Information & Terms and conditions for Hiring of the Vehicles etc. will be available with the O/o CT & GST Circle, Sonepur on any working day on payment of Rs.100/- during office hour from dt.10-03-2023 to dt.21-03-2023 (till 3.30 PM of dt.21-03-2023) or can also be downloaded from district website of Subarnapur (www.subarnapur.nic.in). In case

the application form is downloaded from the district website, the applicant shall furnish a Demand Draft (Banker' cheque not allowed) for an amount of Rs.100/- (Rupees one hundred) only in favour of Deputy Commissioner of CT & GST, CT & GST Circle, Sonepur towards the cost of application along with the application.

10/03/23
Deputy Commissioner of CT & GST,
CT & GST Circle, Sonepur

Memo No 757 /CT&GST

Dated 10/03 /2023

Copy forwarded to the District Information Officer, Subarnapur for information and necessary action. He is requested to upload Tender Call Notice (Annexure-I, II & III) in the district website.

10/03/23
Deputy Commissioner of CT & GST,
CT & GST Circle, Sonepur

Memo No 758 /CT&GST

Dated 10/03 /2023

Copy submitted to the Additional Commissioner of CT & GST, Territorial Range, Bolangir for favour of kind information.

10/03/23
Deputy Commissioner of CT & GST,
CT & GST Circle, Sonepur

Memo No 759 /CT&GST

Dated 10/03 /2023

Copy to the office Notice Board for wide circulation.

10/03/23
Deputy Commissioner of CT & GST,
CT & GST Circle, Sonepur

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TERMS & CONDITIONS FOR HIRING OF VEHICLE

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/Pollution Under Control Certificate 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 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 hirer shall not be responsible for all such litigation.
2. The hire charges to be paid on monthly basis. Fuel will be supplied basing on actual consumption. But, all other expenditures of the vehicle like repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by owner of the vehicle.
3. It shall be the responsibility of the bidder to provide a good, well behaved driver and the salary of the driver shall be borne by the owner of the vehicle.
4. In case of breakdown for reasons whatsoever the replacement of a vehicle by the same or better model shall be provided by the owner of the vehicle with existing terms and conditions.
5. In case the vehicle does not report regularly, the authority will be at liberty to cancel the agreement and may engage vehicle from other source.
6. The vehicles 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 fuel (as per actual) and lubricant (as per Government norms) of selected bidder will be paid in every succeeding month (if the fund is available from Government), as possible as within fifteen days of the submission of bills by the service provider and no advance payment will be made. Income Tax TDS at applicable rate will be deducted from the bill as per the provisions of IT Act.
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 of service and termination of agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit entire amount of security deposit.
13. The Driver of the vehicle must have a valid Driving License for driving vehicle.
14. The vehicle must achieve a fuel efficiency of **minimum 17 K.Ms per liter**.
15. The bidder must be registered under GST Act and must have a valid and active GST Registration Number.
16. The details mentioned in the General Bid Information (Annexure-III) shall be furnished completely with supporting documents failing which Tender will be rejected without assigning any reason.
17. All the pages in the bid documents should be legible, filled in clearly and signed by the authorized person / representatives.


 Dy. Commissioner, CT & GST,
 Suburban Circle, Solapur

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. GST Registration Number of the Owner:
8. Fitness Certificate validity:
9. Permit validity:
10. Insurance validity:
11. . Name / Address of the Driver:
12. D.L. No. & Validity of the D.L. of the Driver:
13. Proposed hire Charge of the vehicle per month excluding GST & fuel cost:
14. Rate of fuel consumption /Mileage per Litre:
15. Contact Number of the Service provider (Tenderer/ Quotationer):

Mobile:..... Email.....

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

Signature of the
Quotationer/Tenderer