

**DISTRICT PROJECT OFFICE, SAMGAR SHIKSHA, SUBARNAPUR**  
**QUOTATION CALL NOTICE**

No. 733

Dated 29. 3. 2023

Sealed quotations/ tenders having valid GST registration and I.T Clearance are invited in the prescribed format (given in Annexure-III) from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 1 no of Swift Dzire, Maruti Ciaz, Hyundai Xcent vehicle for use in the office of the DPC, Samagra Shiksha, Subarnapur on monthly rent basis. The application form of quotation/tender containing General Bid Information & Terms and Conditions for hiring of vehicle can be downloaded from the website, [www.subarnapur.nic.in](http://www.subarnapur.nic.in) and [www.opepa.in](http://www.opepa.in).

  
District Project Coordinator  
Samagra Shiksha, Subarnapur

Memo No. 734 date 29. 3. 2023

Copy to the Editor, Samaj/Pramaya for publication of the above notice within a cost of Rs. 3000/-.

  
District Project Coordinator  
Samagra Shiksha, Subarnapur

Memo No. 735 date 29. 3. 2023

Copy to Programmer, MIS section & DIO, NIC, Subarnapur for upload in the website.

  
District Project Coordinator  
Samagra Shiksha, Subarnapur

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No. 732 / Dated 29.3.2023

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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 taxi 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 commercial driving license for driving for light transport passenger vehicles 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 "District Project Coordinator, Samagra Siksha, Subarnapur" payable at Sonepur and submitted along with the tender paper as security deposit. After completion of tender process, the draft will be returned to the unsuccessful bidders.
5. Up to date GST and IT clearance certificate shall be submitted along with tender paper.
6. The monthly rate or hire charge must be quoted separately in the general bid information (excluding fuel and lubricant).
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 specially provided in the general bid information to be furnished with the quotation/ tender paper (Annexure-III).
8. The quotation completed in all respect should be reach the undersigned on or before 10.04.2023 by 11.00 A.M. and shall be opened on the same day at 1.00 P.M. The quotation shall be received through Speed Post or Registered Post only. The undersigned shall not be held responsible for any postal delay.
9. The application form of Quotation/ Tender containing general bid information and terms and conditions for hiring of vehicle can be downloaded from the website, [www.subarnapur.nic.in](http://www.subarnapur.nic.in) and [www.opepa.in](http://www.opepa.in).
10. The undersigned reserve the right to amend or reject partly or wholly the Quotation/Tender without assigning any reason thereof.

  
District Project Coordinator  
Samagra Siksha, Subarnapur

**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, 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 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 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.
  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 does not report regularly, the authority will be at liberty to reject 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 lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen working 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 of service and termination of agreement.
  12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Signature of Quotation/ Tender Calling Authority

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 ..... Telephone .....
  - 15) Name & Address of the service Provider:-
  - 16) Has the Service Provider provided vehicles to any Govt. Departments/ Offices  
(Yes/No):-
  - 17) If. Yes please mention the name of the Department/ Office and No. of Vehicles  
Provided:-
- "Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of the Quotationer/ Tenderer