

# DISTRICT RURAL DEVELOPMENT AGENCY, SUBARNAPUR

Letter No 2111 Date 19/4/2021

## Limited Tender Call Notice

Sealed tenders are invited from interested reputed Travel Agencies or Tour Operators or private individuals having **GST registration** for providing 1 nos. of diesel driven vehicle ( **SCORPIO**) which shall conform to the Terms and conditions of Annexure-II for official use in DRDA, Subarnapur on monthly rent basis:

1. The vehicle must be in Road Worthy condition, shall not be more than **03** year old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, Pollution Certificate, proof of up to date tax payment etc. which are mandatory for applying of vehicle.
2. The Driver of the vehicle must have a valid Commercial driving license and should be sufficiently experienced in driving transport passenger vehicle.
3. The Driver should be well behaved, gentle, dressed in neat & clean attire and obedient in nature.
4. A sum of **Rs.500/- (Rupees Five Hundred) only** shall be deposited in shape of bank Draft towards Tender paper cost & **Rs5000/- ( Rupees Five Thoudsand) Only** towards EMD by the intending bidders .Bank draft to be drawn in favour of the **Project Director, DRDA, Subarnapur** payable at **Sonepur** and submitted along with the tender towards cost of tender paper. Tender Paper Cost is nonrefundable and EMD will be returned to the 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 minimum **10 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 sealed cover within by Registered / Speed Post/ Courier services to the undersigned on or before **3.05.2021** by **2.00 p.m.** and shall be opened on 4.5.2021 at **9.00 A.M.** in presence of the bidders or their authorized representatives. No Tender will be received by hand. The authority shall not be responsible for any postal delay. The tenders received beyond the scheduled date and time will not be entertained / considered at any cost.

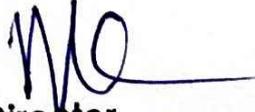


9. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicle etc, can be downloaded from Subarnapur District Website [www.Subarnapur.nic.in](http://www.Subarnapur.nic.in).
10. The authorization letters if any to be enclosed in the tender with due attestation.
11. The eligible bidder shall commence the services from the date of place of the order and shall continue to provide the services up to one year of Agreement and it may further be extended after fulfilment of certain conditions.
12. The quoted amount must be inclusive of all Taxes against each item based on the format. The wordings using percentage in any cases shall be liable for rejection.
13. No conditional tender will be accepted by the authority from the tenderers.
14. No advance payment will be made to the party after acceptance of tender or execution of order.
15. Original documents are to be produced for verification before the members of the committee, if desire.
16. If any information / document furnished by the tenderers with the tender papers **as asked for** are found to be misleading or incorrect at any stage their tenders will be rejected without assigning reasons thereof.
17. The undersigned / committee reserve the full right to accept in full or part or reject any or all the tenders without assigning any reason thereof. The undersigned / committee is not bound to accept the lowest rates.
18. In case of any legal dispute, it will be adjudicated within the jurisdiction of Subarnapur court only.
19. The undersigned reserves the rights to terminate the contract at any time without notice if the supplier / firm fail to make the supply within the specified time or in accordance with the specifications & samples.

  
Project Director  
DRDA, Subarnapur

Memo No. 2112 Dt. 19/4/2024

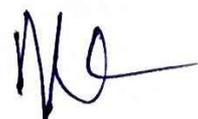
Copy to Dy. Collector, Nizarat, Collectorate, Subarnapur / all BDOs, CDPOs & Tahsildar to affix the tender call notice in their notice board and copy to DIO, NIC, Subarnapur for information and requested to web hoist the tender call notice in the District website.

  
Project Director  
DRDA, Subarnapur

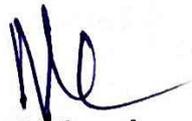
**TERMS & CONDITIONS FOR HIRING OF VEHICLES**

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, pollution certificate 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 damages to any property on account of use of hired vehicle any manner whatsoever. The hired shall be responsible for all such litigation.
2. The hire charges to be paid after deduction of income tax/ GST or any other tax as applicable by law 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, payment of Insurance/Road Tax 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. The bidder shall be responsible for ensuring compliance with the provisions related to Labour Law and especially Minimum Wages Act, payment of Wages Act, PF, ESI Act, Payment of Bonus Act, contract Labour (R & A) Act, Workmen compensation Act etc. as applicable from time to time. Applicable Acts laws will be the sole responsibility of the bidder.
5. The vehicles deployed for duty for the user department shall at no point of time carry any person other than personnel authorized by user department.
6. The vehicle cannot be put to any private/commercial use beyond the duty hours or on holidays. Unauthorized use of the vehicle by the driver/service provider will lead to unilateral termination of the contract with immediate effect.
7. 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.



8. 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.
9. The vehicles shall report for duty for minimum of **25** days in a month.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
11. When the driver of the vehicle remain absent in the office the owner of the vehicle will arrange alternative way either by providing a driver or an hiring vehicle for that day and such cost will be beared by the vehicle owner.
12. Monthly hire charges and reimbursements towards cost of Diesel (as per actual) 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.
13. The vehicle should not be more than **03 year old** from the initial registration and also in good running condition during the period of contract.
14. If the services are found to be unsatisfactory, the client shall give **01** month notice and terminate the agreement.
15. 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 **01** month notice before such withdrawal of service and termination of agreement.
16. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
17. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including drafts as per the terms & conditions.
18. The Vehicle should remain at DRDA campus throughout the agreement period.

  
**Project Director**  
**DRDA, Subarnapur**

GENERAL BID FOR HIRING VEHICLE

1. GST Registration No : \_\_\_\_\_
2. Registration No. of Vehicle : \_\_\_\_\_
3. Type of Vehicle (AC/Non-AC) : \_\_\_\_\_
4. Year of Manufacture : \_\_\_\_\_
5. Model : \_\_\_\_\_
6. Date of Registration : \_\_\_\_\_
7. Name & complete address of the :  
Owner of vehicle  
Telephone/Mobile No : \_\_\_\_\_
8. Fitness Certificate validity : \_\_\_\_\_
9. Permit validity : \_\_\_\_\_
10. Pollution certificate Validity : \_\_\_\_\_
11. Insurance validity : \_\_\_\_\_
12. Name / Address of the Driver : \_\_\_\_\_
13. D.L. No. & Validity of the D.L. of the :  
Driver : \_\_\_\_\_

DECLARATION

1. I ..... Son / Daughter / Wife of Shri  
.....Proprietor / Partner /authorized signatory of the  
Service Provider mentioned above and competent to sign this declaration  
and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the  
tender and undertake to abide by them;
3. The information / documents furnished along with the above application  
are true and authentic to the best of my knowledge and belief. I / we / am /  
are well aware of the fact that furnishing of any false information / fabricated  
document would lead to rejection of my tender at any stage besides liabilities  
towards prosecution under appropriate law.

**Seal & Signature of the  
Quotationer/Tenderer**

*Me*

**FORMAT FOR PRICE BID**

Rural Housing , DRDA, Subarnapur

Hire Charges (In Indian Rupee)

Fuel (Kilometres per Litre)  
**Minimum 10kms.**

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

**Seal & Signature of the  
Quotationer/Tenderer**