

# DISTRICT OFFICE : SUBARNAPUR

(Nizarat Section)

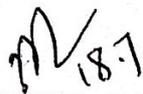
LXI- 9/2022

Order No. 7253 /dt. 18.7.22

## Quotation Call Notice

Sealed Quotations are invited from interested reputed travel agencies/Tour operators or private individuals for providing One vehicle preferably BS-IV compliant Petrol version out of Type Ertiga for the Office Use of ADM(Revenue), Subarnapur for the period from the date of Engagement to 31<sup>st</sup> March 2023, which shall confirm the terms and conditions(Annexure-II) for Official use in Revenue Deptt. by the ADM, Subarnapur on monthly rent basis. The maximum Hire Charges with lubricants per month of the vehicle is Rs. 31,000/-.

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, fitness, 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 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. The monthly rate of hire charges be quoted separately in the general bid information (Excluding fuel)
5. The vehicle must achieve a fuel efficiency of minimum 10 KMPL
6. 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(Annexure-III).
7. The sealed cover Quotation along with required documents completed in all respect should reach the undersigned on or before 29.07.2022 1.00 p.m. and shall be opened on the same day at 4.00 p.m in the office chamber of ADM (REVENUE), Subarnapur, in presence of the bidders or their authorized representatives. The sealed quotation may be dropped in the Quotation box kept at Nizarat Section, Collectorate, Subarnapur by 29.07.2022 1.00 p.m. The Quotation received after scheduled date & time or incomplete in manner shall be summarily rejected.
8. The application form of the quotation containing general bid information and terms and conditions for hiring of vehicles etc. can be downloaded from official website of Subarnapur District [www.subarnapur.nic.in](http://www.subarnapur.nic.in) from Dt. 14.07.2022.
9. The Authority reserves the right to cancel the Quotation or any part thereof without assigning any reason.

  
COLLECTOR, SUBARNAPUR

**TERMS & CONDITIONS FOR HIRING OF VEHICLE**

The following terms and conditions must be fulfilled by the successful Quotationer 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 of damage to any property on account of use of hired vehicle in 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 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 quotationer.
3. It shall be the responsibility of the quotationer 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.
5. In case the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other sources.
6. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
7. Monthly hire charges including lubricants (as per Govt. norms) and reimbursements towards cost of fuel (as per actual) of selected quotationer will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
8. 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.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. 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.
11. The hired vehicles cannot be used for any Prive/Commercial purpose beyond office hours and during holidays.

  
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**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 and 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 Charges of the vehicle per month excluding fuel cost	
13	Rate of fuel consumption/Mileage per litre	
14	Contact Number of the Service Provider(Quotationer)	Mobile No..... Telephone No.....

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

Signature of the Quotationer