

**DISTRICT PLANNING & MONITORING UNIT (PLANNING WING), PURI**

*Email-id [dpmu-pur.plg@nic.in](mailto:dpmu-pur.plg@nic.in)*

*Ph.No.(06752) 224179*

Letter No. *972* /DPMU dated *17.08.2022*

**QUOTATION CALL NOTICE FOR HIRING VEHICLE**

Short sealed quotations are invited from interested reputed Travel Agencies / Tour operators or private individuals for providing one ““Tiago / Bolt / Celerio” Petrol Vehicle for official use of **Joint Director, DPMU, Puri** on monthly rental basis, which shall confirm to the Terms & Conditions **Annexure I & II**. Interested Travel Agencies / Tour operators or private individuals may submit offers in prescribed Performa (**Annexure-III**). The detailed quotation call notice and the format thereof will be available at DPMU, Puri. The same may be downloaded from website “**www.puri.nic.in**”. The complete offer is to reach to the O/O the **Joint Director, DPMU, Puri** on or before **24.08.2022** by **1.00 P.M.** by Regd. or Speed Post. The quotation shall be opened on **25.08.2022** at **4.00 P.M.** in the office chamber of **ADM (Gen.), Puri** in presence of the quotationers or their authorized representative. *The authority has full power to cancel the Quotation/Tender Call Notice at any time without mentioning any reason and notice thereof.*

  
**Joint Director**  
**DPMU, Puri**

**DISTRICT PLANNING & MONITORING UNIT (PLANNING WING), PURI**

Email-id [dpmu-pur.plg@nic.in](mailto:dpmu-pur.plg@nic.in)

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Letter No. 973 /DPMU Dated 17.08.2022

**Quotation / Tender Call Notice**

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals for providing one no. of Petrol driven "**Tiago / Bolt / Celerio**" vehicle having sitting capacity not more than three excluding driver, which shall confirm to the Terms and Conditions for official use of the **Joint Director, DPMU, Puri** 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 must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contact Carriage permit, Proof upto date tax payment etc. which are mandatory for plying 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 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 bidders in shape of Account Payee Bank Draft drawn in favour of the **Joint Director, DPMU, Puri** and submit 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 is quoted separately in general bid information (excluding fuel and lubricants).
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 / Tender.
7. The Quotation completed in all respect should reach the undersigned on or before 24.08.2022 by 1.00 P.M. and shall be opened on 25.08.2022 at 4.00 P.M. in presence of the bidders or their authorized representatives in the office Chamber of **A.D.M,(Gen.), Puri**.

8. The application form of quotation / tender containing General Bid Information & terms and conditions for Hiring of Vehicle etc. will be available with District Planning & Monitoring Unit, Puri on payment of Rs.100/- from Time **11 A.M. to 3 P.M. (Except Govt. Holidays)** from dt. 17.08.2022 to dt. 24.08.2022 or can be downloaded from District Website [www.puri.nic.in](http://www.puri.nic.in) from dt. 17.08.2022 to dt. 24.08.2022. In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft in favour of **Joint Director, DPMU, Puri** for an amount of **Rs.100/- (Rupees One Hundred)** only towards the cost of application along with the application.
9. **The authority has full power to cancel the Quotation/ Tender Call Notice at any time without mentioning any reason and notice thereof.**

  
**Joint Director**  
**DPMU, Puri**

Memo No. 974 / DPMU dtd. 17-08-2022  
Copy to Notice Board DPMU, Puri / Notice Board of Collector, Puri / Notice Board of ADM (Gen.), Puri/ DIPRO, Puri Notice Board.

  
**Joint Director**  
**DPMU, Puri**

Memo No. 975 / DPMU dtd. 17-08-2022 ✓

Copy forwarded to the **District Informatics Officer, NIC Puri** for information and necessary action. He is requested to upload the above quotation call notice for hiring of one “**Tiago / Bolt / Celerio**” Petrol Vehicle in the district Website [www.puri.nic.in](http://www.puri.nic.in).

  
**Joint Director**  
**DPMU, Puri**

Memo No. 976 / DPMU dtd. 17-08-2022

Copy forwarded to the **District Treasury Officer, Puri/ Regional Transport Officer, Puri** for information. They are requested to attend the said Quotation call Committee meeting on 25.08.2022 at 4.00 P.M in the office chamber of ADM (Gen.), Puri.

  
**Joint Director**  
**DPMU, Puri**

Memo No. 977 / DPMU dtd. 17-08-2022

Copy submitted to the **ADM (Gen.), Puri** for kind information.

  
**Joint Director**  
**DPMU, Puri**

**TERMS AND CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on monthly rent basis.

1. The hired vehicles, during period of contracts, shall have all necessary valid MV documents such as :- valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract permit, Proof of upto 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 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 petrol, which has 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, Lubricants 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 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. 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 and reimbursement towards cost of petrol (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.
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. 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 HIIRNG VEHICLES Annex-III (Format)**

1. Registration No. of Vehicle:-
2. Type of Vehicles (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 (Tender / Quotationer) :-
15. Mobile ..... Telephone.....

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

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