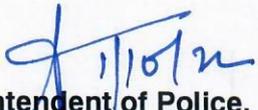


## **TENDER FOR HIRING OF VEHICLES FOR TOURIST PATROL**

### **Instructions to Service Provides**

1. Regarding inviting of tenders from interested reputed Travel Agencies / Tour Operators or private individuals for hiring of **2 Nos** of Light Vehicles (**Diesel**) to be used in Patrolling in areas of Tourist interest in Puri district, which shall confirm to the terms and conditions (Annexure-I) for Tourist Patrolling in the State on monthly rent basis.
2. The tender completed in all respect should reach the undersigned by 11.10.2022 at 05:00 PM and shall be opened on 12.10.2022 at 11AM in presence of the service providers .
3. The application form of tender containing General Bid Information & Terms and conditions for hiring of Light vehicles etc. will be available with the Office of the Supdt. of Police, Puri on payment of Rs. 100/- (Rupees one hundred) only from 02.10.2022 to 11.10.2022 or can be downloaded from the Puri District website <https://puri.nic.in> from Dated 02.10.2022 to 11.10.2022. In case the tender document is downloaded from the websites, the applicant shall furnish a Demand Draft for an amount of Rs. 100/- (Rupees one hundred) only towards the cost of application along with the application.

  
**Superintendent of Police,  
Puri**

**(Tender Calling Authority)**



**ODISHA POLICE  
DISTRICT HEADQUARTERS  
PURI**

**Address : Superintendent of Police, Puri**

**Contact No. :06752-222058 (9438790087)**

**E--mail : [sppri.orpol@nic.in](mailto:sppri.orpol@nic.in)**

**No. / R.O**

**Date: .10.2022.**

**TENDER CALL NOTICE FOR HIRING OF LIGHT VEHICLES FOR TOURIST PATROL**

Regarding inviting tenders for hiring of 02 Nos. of Light Vehicles (**Diesel**). The vehicles are required for Patrolling in areas of Tourist interest of Puri District for ensuring safety and security of visiting tourists during the tourist season i.e from October-2022 to March-2023 @ Rs.16,000/- per vehicle an @ 15 liters of POL per day per vehicle on an average (as per the actual usage) has been approved. In this regard, the stipulations as mentioned in this Dept. letter No.971/TSM, Dtd. 17.01.2015 shall remain unchanged. Details regarding eligibility criteria, terms & conditions and the formats of submission of tender are mentioned in the tender document which may be downloaded from the <https://puri.nic.in>. Interested candidate/Travel Agency may submit their tenders in a envelope with super-Scribing on the top of the envelope as "Tender for Hiring of Light Vehicles for Monthly basis to Supdt. of Police, Puri.

The tender should reach the office of the undersigned by 11.10.2022 (till 5:00 PM). The tenders will be opened on 12.10.2022 at 11AM at DPO, Puri. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

**Memo No. 2375/RO**

Copy to DIPRO, Puri/ DIO(NIC, Puri) for information and necessary action.

Sd/-  
**Superintendent of Police,  
Puri**  
Dt. .10.2022.

**Memo No. 2377/RO**

Copy to notice Board DPO/ R.O for information and necessary action.

Sd/-  
**Superintendent of Police,  
Puri**  
Dt. 01.10.2022.

  
**Superintendent of Police,  
Puri**

**TERMS & CONDITIONS FOR HIRING OF LIGHT VEHICLES FOR TOURIST PATROL**

1. Light Vehicles (Diesel) are to be used for Tourist patrolling as this vehicle is found to be spacious and suitable for Tourist patrolling.

2. **No of vehicles required for the district :**

Service providers are required to submit bids for **02 nos of Light vehicles.**

3. **Other Conditions**

- The vehicle must be in Road Worthy condition, shall not be more than **Three years old** from the date of initial registration and must not have covered more than 30000 Kms.
- The contract will remain valid for a period of 6 Month and can be extended.
- The Driver should be well behaved, gentle and obedient in nature.
- The service provider shall provide vehicles on hire basis.
- The service provider will provide driver holding a valid LMV license.
- In the event of any breakdown / servicing and repairing of vehicles, the service provider at his own cost, shall make alternate arrangement by providing similar vehicle.
- Service provider shall ensure that vehicle is deployed at designated location on time.
- Drivers of the vehicles deployed for the duties are required to maintain polite and courteous behavior towards public as well as the departmental staff.

4. **Other Special Conditions :**

- The hired vehicles, during period of contract, shall have all necessary valid MV documents such as valid Commercial Registration Certificates, Insurance Certificate, Fitness Certificate, proof of up to date tax payment etc. The user agency hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life/injury made to any person or damaged to any property on account of use of hired vehicle any manner whatsoever. The service provider shall be responsible for all such litigations.
- The hire charges to be paid for monthly basis is final but does not include cost of diesel.. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box and differential coolant, tyres and tubes, battery etc. will be borne by the bidder.
- KMPL shall be fixed by the user or its authorized representative on the day of reporting as per the actual POL test report.
- The salary and other legal dues of the drivers shall be borne by the service provider. The service provider will provide the names of drivers with address, DL detail, character anticident from respective P.Ss in advance for verification by the users.
- The service provider is responsible to depute suitable substitute driver in case of absence of the driver engaged.
- 15 Liters of POL per day per vehicle on an average (as per the actual use) will be given.
- The user will maintain record of daily kilometer run and time from the point of departure to arrival and it will be signed by the authorized signatory of the user. As per the GPS kilometers recording.
- The user will up-date the log book on daily basis.
- The service provider will provide the email id for receiving correspondences and submit an undertaking that "i will receive all correspondences through email".

- **Performance security:** The successful bidder shall have to enter into an agreement with the tender calling authority for successful completion of stipulated period and also for performance warrantee for a period of 6 Month can be extended. The bidder will submit a checklist as per Annexure-III regarding the documents enclosed in the tender.
- **Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contact.**
- The tenders (also called bids), not submitted in prescribed format, in the prescribed manner or required security deposit etc shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
- The tender calling authority shall make arrangements in his office for issuing a written acknowledgement, under proper seal hand signature of the filled in tenders, provided those are submitted on or before the due date. The acknowledgement shall be issued even if the Tenders are dropped in a sealed box. The acknowledgement receipt shall mention, among others, the tender call notice number.
- A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussions. Clarifications sought, if any may be provided by them.
- All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejections.
- **Termination:** Tender Calling Authority shall have the discretion to terminate agreement / work order at any time if the service provider fails to comply the statutory rules or the service is found to be satisfactory. Whereupon the agency will immediately cease the provision of the services and submit a bill for costs incurred to provide the contracted services to the date of termination.
- Either party can terminate the contact by giving 30 days notice without assigning any reason.

- **Penalty:** In case of noncompliance of the standards of the services to be provided as per this agreement, the user would be at liberty to levy such penalty.

<b>Sl. No.</b>	<b>Nature of default</b>	<b>Penalties</b>
1.	Non replacement of vehicle/driver in case of breakdown of vehicle or not reporting of driver	Sum total of delay less than 1 Day in a month: No penalty. For delay more than sum total of 1 Day in a month for each Day and part there of : Rs. 500/-
3.	Misbehaviour by driver / unacceptable behaviour by driver	Penalty of Rs. 1,000/- for each instance.
4.	Driver in intoxicated stage	Penalty of Rs. 1,000/- for each instance.

The Penaltly will be deducted from the monthly charges to be paid by the service provider and Penalty of Rs.10,000/- or more in a month for any one vehicle will be considered as on unsatisfactory service.

- The Tenders/bids received in the prescribed time shall be opened by the tender committee at the prescribed date time and place. Any bid found incorrect or incomplete in any manner would be summarily rejected by the said committee.
- All the disputes shall be subjected to the jurisdiction of civil Courts situated at Puri.

**Superintendent of Police,  
Puri  
(Tender Calling Authority)**

**TENDER FORM**  
**Part-I-Technical Bid-Cover A**

**(The documents have to be arranged serially as per the order mentioned below)**

1.	Name of the Organization	
2.	Address of the organization with telephone no. & fax	
3.	E-mail id of the Organization	
4.	Name of authorized signatory	
5.	Specimen signature of the authorized signatory	
6.	Telephone number of authorized signatory	
7.	Instrument No. and date of the tender document cost of Rs. _____ (Non-Refundable) submitted by the organization.	(In shape of Demand Draft)
8.	Registration No. of the Firm	(Attach self-attested copy of the Registration Certificate of the firm)
9.	GST Registration	(Attach self-attested copy of GST Registration Certificate)
10.	PAN	(Attach self-attested copy of PAN card)
11.	Proof of provision of vehicles to at least 2 (two) Govt. / Semi Govt. Organizations / PSUs / Banks etc. During the last three financial years i.e.2022-23.	(Attach self-attested copies of Work Orders received from govt. / Semi Govt. / PSUs / Banks etc. (At least three different organizations) during last three Financial Years i.e.2022-23.
12.	Undertaking to provide good conditioned vehicles (not more than 5 years old) along with all necessary documents required under traffic rule.	Attach the undertaking with signature & seal of the Organization.
13.	Undertaking that the vehicle to be provided will not belong to any employee of Odisha Police or his / her relative.	Attach the undertaking with signature & seal of the organization.
14.	Undertaking that the firm has not been debarred / blacklisted by any Govt. Organization / Semi Government Organization / PSUs.	Attach the undertaking with signature & seal of the organization.

**DECLARATION :**

I/we hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me / us and that the information furnished above are full and correct to the best of my / our knowledge. I/we understand that in case of any deviation / false information in the above statement at any stage, our Firm / Agency will be blacklisted / debarred and will not have any dealing with your organization in future.

**Place :****Date :**

**(Signature & Seal of the Authorized Signatory)**

**ANNEXURE :- III****Check List of documents to be enclosed to General bid Form****(Reference Sl. 9 of General Conditions of contract)**

Sl. No.	Description	Remarks (Yes (Y), No (N), Not Applicable (NA) (√ Tick whichever is applicable)		
		Y	N	NA
1	Scanned copies of Tender document signed by the bidder or Authorized Person on all pages along with seal.			
2	Scanned Self-Attested Photo copy of PAN Card and IT return for Assessment year 2021-22.			
3	Scanned Self-Attested Photo copy of Experience Certificate			
4	Scanned Self Attested Photo copy of the computerized receipt (Online/RTGS/NEFT) towards payment of cost of Tender Paper.			
5	Demand Draft of an amount of Rs. 100/- (Rupees one hundred) only towards the cost of application (If the tender document is downloaded from the website)			
6	Scanned Self-Attested Photo copy of valid GST Registration Certificate.			
7	Self-Attested Photo copy of "Partnership Deed" duly registered, if applicable			
8	Self-Attested copy of Bid form duly filled and signed.			
9	Self-Attested copy of the Check list duly filled in			
10	Self attested copy of Undertaking regarding genuineness of the documents/information submitted duly filled in and signed.			

**Signature & Seal of the bidder**

**TENDER FORM**

**Part II – Financial Bid – Cover B**

**A. Monthly Basis Rate (Exclusive of GST)**

Sl. No.	Type of Vehicle	Monthly rent excluding fuel & lubricant per vehicle.
1.	Light Vehicle	

**B. GST :** Please mention the % of GST as applicable : \_\_\_\_\_

Note: GST will be paid extra as applicable and will not be taken into account for evaluation.

Place :

Date :

**(Signature & Seal of the Authorized Signatory)**

**ANNEXURE :- V**

**Form of Undertaking**

I..... hereby agree to receive all communication with regards to hiring of vehicle for Tourist Patrol on the email id ..... provided by me in the tender form.

Place:

Date:

**(Signature & Seal of the Authorised Signatory)**