

DISTRICT OFFICE: PURI  
(Gram Panchayat Section)  
Phone- 06752-222205E-Mail: dpo.od-pur@nic.in

No. 194 /GP, dated 13.03.2023 /

**TENDER CALL NOTICE  
FOR HIRING OF VEHICLE**

Sealed quotations are invited from intending Travel Agencies/Tour Operators or Private individuals for providing 1 ( one ) no. of Non AC Petrol Triage/ Bolt / Celerio driven vehicle, which shall conform to the Terms and Conditions annexed in **Annexure- II** for official use in District Panchayat Office ( DPO ) , Collectorate, Puri on hire on monthly rent basis.

**TERMS & CONDITIONS**

1. The vehicle must be in Road Worthy condition, shall not be more then 3 years old form the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, 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. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Panchayat Officer, Puri payable at Puri and submitted along with the quotation as security deposit. After completion of quotation call process, the amount will be refunded to unsuccessful bedders.
5. The monthly rate of hire charge of Rs. 20,000/- to be paid to petrol vehicle owner (excluding fule and lubricants).
6. The vehicle must achieve the fuel efficiency of 17 Kms. Per liter.
7. 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** )

8. The Quotation completed in all respect should reach to the undersigned through Speed Post/ Registered Post on or before **29.03.2023** by **2 P.M.** and shall be opened on the same day at **4 P.M.** in presence of the bidders or their authorized representatives.
9. The application form of quotation containing general Bid information & Terms and conditions for Hiring of Vehicle etc. will be available in Official website of Puri District Website <https://www.puri.nic.in> from dt. **14.03.2023 to 29.03.2023**. The applicant shall furnish a Demand Draft in favour of District Panchayat Officer, Puri for an amount of Rs. 100/- ( Rupees One Hundred ) only towards the cost of application along with the application.

The Authority reserves the right to cancel any or all the quotation without assigning any reason thereof.

By the Order of Collector, Puri

District Panchayat Officer, Puri  
13/3/23

Memo No. 195 /G.P. dated 13.03.2023

Copy to office Notice Board of District Panchayat Officer, Puri

Copy forwarded to the District Informatic Officer, NIC, Puri for information. He is directed to publish the Notification in District website <https://www.puri.nic.in> for wide publicity of information.

District Panchayat Officer, Puri  
13/3/23

Memo No. 196 /G.P. dated 13.03.2023

Copy forwarded to the Sub- Collector, Puri / RTO, Puri / DI & PRO, Puri/ Executive Officer, Puri Municipality, Puri/ All BDO, Puri district/ All Tahasildars, Puri district for information and to display the Quotation Call Notice in the notice board of their office for wide publicity of information.

Copy to P.A. to Collector, Puri for kind information of the Collector.

District Panchayat Officer, Puri  
13/3/23

**TERMS & CONDITIONS FOR HIRING OF VEHICLE**

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 DL 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 vehicles 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 diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicles 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 responsible 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 the vehicle do 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 diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding months, as per as possible within fifteen 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 violets any of the terms and contract, Government shall forfeit the entire amount of security deposit.

Signature of  
Quotation/ Tender Calling Authority

**GENERAL INFORMATION FOR HIRING VEHICLE**

**Annexure-III**

- 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 DL 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 (Quotationer)  
Mobile..... Telephone.....

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

Seal & Signature of the  
Quotationer