



DISTRICT CHILD PROTECTION UNIT, PURI

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT

GOVERNMENT OF ODISHA

No: 26 /Date: 09.01.2025 //

Quotation Call Notice

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or Private individuals for providing 1 no of No AC/AC Diesel driven vehicles (TUV 300/Bolero/Sumo Gold/Ertiga etc.) having capacity not more than 10 including driver, which shall conform to the Terms and Conditions (Annexure B) for official use in District Child Protection Unit (Social Welfare Section), 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 Contract Carriage permit, Proof of upto 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 Service Provider Shall have a Valid OGST registration to participate in the Quotation process.
- 5) A sum of ₹ 5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of District Child Protection Society payable at Puri and submitted along with the quotation as security deposit. After completion of the Tender process, the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel). The upper ceiling limit of monthly payment of hiring charges is ₹ 31,000/- and should not exceed beyond in the rate quoted in the bid by bidder.
- 7) The Vehicle must achieve a fuel efficiency of 10 Kms per litre minimum.
- 8) 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 (Annexure-III).
- 9) The Quotation completed in all respect should reach **the Office of District Child Protection Unit, Social Welfare Section, Collectorate Office, Puri-752001** through Speed/Registered post on or before 28.01.2025 by 4.00 p.m. and shall be opened on the same day at 5.00 p.m. in presence of the bidders or their authorized representatives.

OSCPs - A Safety Net for Children

1st Floor, New Collectorate Building, Social Welfare Section, Collectorate, Puri-752001
Telephone No.-06752-296767, Email: dcpo.puri.od@nic.in

10) The application form of quotation containing General bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in Official website of Puri District www.puri.nic.in from dated 09.01.2025 to 28.01.2025. The applicant shall furnish a Demand Draft for an amount ₹ 100/- (Rupees One Hundred Only) in favour of District Child Protection Society, Puri towards the Cost of application along with the application.

11) The envelopes containing the application should be clearly superscribed as "Application for Hiring of Vehicle"


Collector, Puri

Memo No 27 /DCPU/Dated. 09.01.2025 //

Copy forwarded to the DeGM, Collectorate, Puri for information with a request to publish the Quotation call Notice in the Official Website of Puri District for wide publicity & information to all.


Collector, Puri

Memo No 28 /DCPU/Dated. 09.01.2025 //

Copy forwarded to the CDO-Cum-EO, Zilla Parishad Puri/ /Sub Collector, Puri/RTO, Puri/DIPRO, Puri/Executive Officer, Puri Municipality, Puri/DSWO, Puri for information with a request to display the Quotation Call Notice in the office Notice Board for wide publicity and dissemination of information.


Collector, Puri

Annexure-B**General Information**

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name / Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Proposed hire Charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact Number of the Service provider (Tenderer/Quotationer)	
20	Contact number of Driver	

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

Seal & Signature of
Quotationer / Tenderer

Terms & Conditions

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, Pollution 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.

2. 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 of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

3. 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 and 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 etc. will be borne by the bidder.

4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.

5. 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.

6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.

7. The vehicles shall report for duty for minimum of 25 days in a month.

8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.

9. Monthly hire charges and reimbursements towards cost of fuel (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.

Annexure-II

Service Provider Agreement

1. This Agreement is made on this _____ day of _____ (Month) _____ (Year) on the orders of Governor of Odisha by and between the "Principal" **Name of the Office, address** ((which expression shall unless be excluded by or repugnant to the context be deemed to include its successors and assigns) and "Service Provider" **Name , having its registered office (detailed address) herein after called "agency"** which expression shall unless excluded by or repugnant to the context be deemed to include its successors and assigns; herein after described as 2nd Party.

2. Whereas the Principal is desirous of engaging the Agency to provide vehicle on hiring basis and the Agency is agreed to provide the vehicle as its service provider with the terms and condition mentioned hereinafter.

2.1 Whereas the Agency is the owner of a make and model of motor vehicle of the following description : Registration number _____; Model _____; Chassis number _____; Engine number _____; Color _____; Year of Manufacture _____.

2.2 Whereas the Service Provider having PAN No. _____ and GST No _____ which are valid on this date.

3.0 Rental:

The motor vehicle is hereby hired for _____ year at the rate of _____ per month (excluding GST) payable monthly and the mileage of the vehicle, which will be governed as per the Finance Department O.M No _____ Dated _____. The contract will be renewed subject to satisfaction of the Principal.

4.0 The Service Provider Obligations:

4.1 Service provider agrees to terms and conditions of the contract and shall ensure full compliance to them.

4.2 Agency agrees to provide quality services as per SLAs mentioned in the contract.

4.3 Agency shall ensure that vehicle deployed shall arrive at designated location on time. In an event of delay in arrival beyond 15 minutes, user shall have right to hire other taxi services (which may or may not be of similar hired car category). The fare charges shall be charged to service provider.

4.4 Agency to ensure that all maintenance work related to assigned vehicle shall be carried out in off duty hours.