



ZILLA PARISHAD OFFICE, BALANGIR

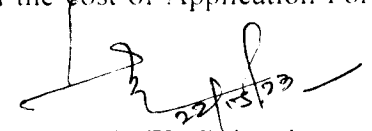
In front of SBI Main Branch
Titilagarh Road, Balangir-767001
Phone No.06652-232863
Fax,06652-233082
E-mail-ori-dbalangir@nic.in

Letter No. 2262 /Date 22.05.2023

Quotation Call Notice

Sealed quotation are invited from the interested Travel Agencies/ Tour Operators or Private individuals for providing 1 no of A.C. Petrol/Diesel driven vehicles (Tiago/ Bolt/ Celerio or same type preferably Petrol) having sitting capacity not more than four including driver. which shall conform to the terms and conditions (Annexure-I) for official use in Zilla Parishad office on monthly rent basis:

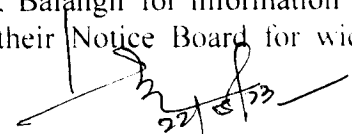
1. The vehicle must be in road worthy condition & shall not be more than three years old from the date of initial registration having valid Registration Certificate. Insurance Certificate. Fitness Certificate. Pollution Under Control Certificate. Valid Contract Carriage Permit. Proof of up to date tax payment etc. which are mandatory for applying of vehicle.
2. The monthly rate of hiring charges be quoted in the prescribed format at Annexure-III excluding GST & Fuel.
3. The Travel Agency have to submit the EMD amounting to Rs.5000/- (Rupees five thousand) only in shape of Bank draft in favour of C.D.O-cum-Executive Officer, Zilla Parishad, Balangir payable at Balangir. After completion of tender process, the amount will be refunded to unsuccessful bidders.
4. The Quotation along with necessary documents should reach the undersigned on or before 29.05.2023 by 12.30 PM & will be opened on the same day at 1.00 PM in the office of Zilla Prishad, Balangir in presence of the bidders or their authorized representatives.
5. The Application Form of Quotation containing quotation call notice & Terms & Condition for hiring of vehicle etc. will be available in Account Section Zilla Parishad, Balangir on payment of Rs.100/- (Rupees one hundred) only to C.O.O.-cum-E.O., Zilla Parishad, Balangir only from 22.05.2023 to 29.05.2023 or can be downloaded from www.balangir.nic.in from 23.05.2023 in case the Application Form is downloaded from website, the applicant shall have to furnish a Demand Draft for an amount of Rs.100/- (Rupees one hundred) only in favour of C.D.O.-cum-E.O., Zilla Parishad, Balangir toward the cost of Application Form of quotationer for hiring of vehicles.


22/05/23

C.D.O-cum-E.O.,ZP, Balangir

Memo No. 2264 / ZP Date 22.05.2023

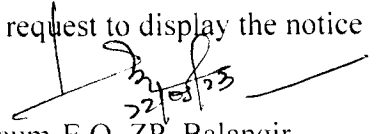
Copy forwarded to All B.D.Os./sub-collectors/ GM DIC , Balangir for information & necessary action. They are requested to display this Notice in their Notice Board for wide publicity.


22/05/23

C.D.O-cum-E.O.,ZP, Balangir

Memo No. 3265 / ZP Date 22.05.2023

Copy along with soft copy to the DIO, NIC, Balangir with a request to display the notice in the website till 29.05.2023 11.00 A.M.

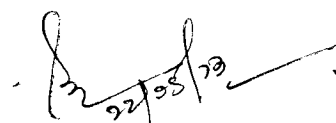

22/05/23

C.D.O-cum-E.O.,ZP, Balangir

TERMS & CONDITIONS FOR HIRING OF VEHICLES

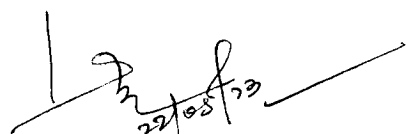
The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. G.S.T. registration is compulsory for any Service Provider to provide hired vehicles to Government Offices.
2. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as :- valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Under Control 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 in any person or damage to any property on account of use of hired vehicle any manner whatsoever. The service provider shall be responsible for all such litigation. The Travel Agency/Tour Operators should have his office at Balangir.
3. The hire charges to be paid to the Travel Agency on monthly basis. The fuel will be provided by the Department basing on actual consumption of the vehicle & as per existing Government norms. The minimum average mileage in KMs per liter Petrol/Diesel will be 17Kms for A/C vehicle. All the expenditure of the vehicle towards repair replacement of spare parts, Lubricating oil of the Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. including repairing of the vehicle will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good Driver and the salary of the Driver shall be borne by the Travel Agency.
5. 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. The Driver should be well behaved, gentle & obedient in nature.
6. The car and driver shall be at the disposal of the Authority during the period of engagement. The vehicle will be utilized on holidays for official work is required for Assembly work, Budget work or any other important meeting with due approval & no extra payment will be made to the Travel Agency.
7. In the case of contracted vehicles, same car and driver should be sent daily. Any change in vehicle or drivers will be allowed only in exceptional circumstances and that too with the prior information/approval of the Authority.
8. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. from time to time. Drivers should be familiar with all important places in Balangir and outstations.
9. The Authority will not be responsible for any Challan, loss, damage or accident to the vehicle or to driver.
10. The daily record indicating time and mileage for each vehicle shall be maintained. Mobile phone facility (24x 7 hours) must be available with the Travel Agency and drivers.

A handwritten signature in black ink, followed by the date '22/05/20' written below it.

11. Monthly hire charges and reimbursements towards cost of diesel/petrol (as per actual) of the elected bidder 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. TDS as per IT Act & rules will be deducted.
12. The payment will be made on monthly basis on submission of pre-receipted bill(s) duly supported by duty slip(s)/log sheet(s) duly signed by the concerned Officers.
13. The vehicle shall not be more than 3 years & shall not run more than 50,000 KMs from the initial registration and also in good running condition during the period of contract.
 - (i) The engagement and employment of driver and payment of wages to them as per existing provisions of various labour laws and regulation is the sole responsibility of the Travel Agency and any breach of such laws or regulations shall be deemed to be breach of this contract.
 - (ii) In case of non-availability of vehicles, penalty as decided by Finance Department shall be imposed in addition to deduction at pro-rata bases for absence from duty.
14. The authority reserves the right to order for deployment of additional vehicles to be engaged in the Department on hire bases in case of requirement.
15. After selection of the bidder, the Travel Agency/Tour Operator have to execute agreement with Department at Annexure- 'A' within the period of fifteen days from the date of receipt of order.
16. 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.
17. If the services are found to be unsatisfactory, the Authority reserves the right to terminate the agreement with prior intimation to the Travel Agency.
18. The vehicle will be utilized on official tour outside Balangir if required by the Department & no extra hiring charges will be paid for said tour.
19. The successful bidder is required to deposit 3% of the approved negotiated amounts as Performance Bid Security which will be returned after completion period of agreement. If the services of Travel Agency is not up to satisfactory the Performance Bid Security amount will be forfeited.

Seal & Signature of the Quotationer


C.D.O-cum-Executive Officer.
Zilla Parishad, Balangir

APPLICATION FORM OF QUOTATION FOR HIRING OF 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 & Complete Address Of the Travel Agency/ Tour Operator.	:	
7	Fitness Certificate Validity	:	
8	Permit Validity	:	
9	Insurance Validity	:	
10	GST registration No.	:	
11	TAN No.	:	
12	Name / Address of the Driver	:	
13	D.L. No. & Validity of the D.L. of the Driver	:	
14	Annual Turnover of the Travel Agency/ Tour Operator		
12	Quoted hire Charge of the vehicle per month Excluding fuel cost & GST	:	
13	Rate of fuel consumption / Mileage per liter	:	
14	Contract Number of the Service provider (Quotationer)	:	Mobile No.
15	Name of the other Government Departments/Offices where similar service are provided by the Travel Agency: i) ii) iii) iv) v)		

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

Seal & Signature of the Quotationer