



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER – CUM -PROJECT
DIRECTOR (ATMA), ANGUL.

Near DIC Chhak, Hemsarpada, Dist-Angul
Telephone No – 06764 - 233236, E-mail: ddaangul.dag@nic.in

(Extension Reform Cell)

STANDARD BIDDING DOCUMENT
Quotation / Tender call notice for hiring of vehicle

Letter No. 483 / File No. IA-8 Date.22.12.2022

Sealed quotations / tenders are invited from interested reputed Travel Agencies/ Tour Operators or Private individuals for providing 01 (one) no. of vehicle (petrol/Diesel) like Tiago/ Bolt/ Celerio/ Bolero, which shall conform to the terms and conditions (Annexure-II) for official use in CDAO-cum-Project Director, ATMA, Angul office 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 up to date tax payment etc. which are mandatory for playing 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 Project Director, ATMA payable at State Bank of India, Angul and submitted 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 be quoted separately in the general bid information (excluding fuel and lubricants)
6. The vehicle must achieve a fuel efficiency of 17 Kms per litre.
7. 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 / Tender (Annexure-II).
8. The Quotation completed in all respect should reach the undersigned on or before 30.12.2022 by 3.00 PM and shall be opened on the same day at 3.30 PM in presence of the bidders or their authorized representatives.
9. The application form of quotation/tender containing General Bid information & terms and conditions for hiring of vehicle etc. will be available with CDAO-cum-Project Director, ATMA, Angul on payment of Rs.100/- from dt.23.12.2022 to dt.28.12.2022 (from 10.30 AM to 3.30 PM) and can also be downloaded from website from Dt.23.12.2022 to Dt.28.12.2022 till 1.00 PM. If the application form is downloaded from the website: www.angul.nic.in, the applicant shall furnish a Demand Draft for an amount of Rs.100/- only towards the cost of application along with the application.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.

Contd.....

Memo No. 484 / Dt.22.12.2022

Copy to all members of purchase committee ATMA, Angul for information with a request to remain present on dt.30.12.2022 at 3.30 PM at the time of opening of the quotation.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.

Memo No. 485 / Dt.22.12.2022

Copy to the Notice Board of Project Director, ATMA, Angul / D.I & PRO, Angul / DDH, Angul/ CDVO, Angul / KVK, Angul for information with a request to display the notice in their Notice Board.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.

Memo No. 486 / Dt.22.12.2022

Copy to the Regional Transport Officer, Angul for information with a request to remain present on dt.30.12.2022 at 3.30 PM at the time of opening of the quotation.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.

Memo No. 487 / Dt.22.12.2022

Copy to the D.I.O., NIC, Angul, for favour of information and necessary action. He is requested to display the Tender Call Notice in District web site for wide publication.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.

Memo No. 488 / Dt.22.12.2022

Copy submitted to the Collector & District Magistrate-cum-Chairman, ATMA, Angul for favour of kind information.


22.12.2022
CDAO-cum-Project Director, ATMA, Angul.



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Annexure-II

TERMS AND CONDITIONS FOR HIRE 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 hire 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 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 of hired vehicle any manner whatsoever. The bidder shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis maximum to Rs.20,000/- (Rupees Twenty thousand) only per month is final but does not include cost of petrol, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. The cost of fuel & lubricant is limited to Rs.11,856/- (Rupees Eleven thousand eight hundred fifty six) only per month at present which may be changed in future as per the direction of the Govt. 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.
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 of 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. The vehicle 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 hire. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of petrol (as per actual) and lubricants (as per Govt. norms) of selected 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.
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 be given one month notice and terminate the agreement.
11. In case of 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 in termination of agreement.
12. If the bidder violates any of the terms of contracts Govt. shall forfeit the amount of security deposit.


22.12.2022
CDAO-cum-Project Director,
ATMA, Angul.



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Annexure-III

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. :
2. Types of vehicle (AC / Non AC) :
3. Year of manufacturing :
4. Model :
5. Date of Registration :
6. Name and complete address :
of the owner of vehicle
7. Fitness Certificate validity :
8. Permit validity :
9. Insurance validity :
10. Name/Address of the driver :
11. DL No. and validity of the DL :
of the driver
12. Proposed hire charges of the vehicle :
per month excluding fuel cost
13. Rate of fuel consumption/mileage :
per litter
14. Contact Number of the service :
Provider (Bidder/Quotationer)
Mobile No.....
Tel. No.....

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

Seal & Signature of the
Bidder.