

**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, KENDRAPARA**

Email- ID [cdvokendrapara@gmail.com](mailto:cdvokendrapara@gmail.com)

Quotation/ Tender No 2096 / CDVO-KPD/ Dt 18/06/20

Sealed Quotations are invited from interested reputed travel Agencies/ Tour Operator or private individual for providing one Non AC/AC Petrol driven vehicle(Tiago/ Bolt/ Celerio). **(In view of pollution being high through use of diesel vehicles, it is preferable to hire BS-IV compliant petrol vehicle )** having sitting capacity of not less than five including driver, which shall confirm to the terms and conditions as shown in ( **Annexure- I** ) for official use in Chief District Veterinary Office, Kendrapara 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 and must have valid registration certificate, fitness certificate, Insurance certificate valid contract carriage permit/ Taxi license, proof of up to date tax payment etc. which are mandatory for plying of vehicle.
2. The driver will be provided by the vehicle owner & Driver of the vehicle must have 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 & should not be alcoholic.
4. A sum of Rs 5,000/- shall be deposited by the indenting bidders/vehicle owner in shape of account payee bank draft drawn in favour of the Chief District Veterinary Officer, Kendrapara payable at SBI, Kendrapra and submitted along with the quotation papers as security Deposit. After Completion of the quotation/tender process the amount will be refunded to unsuccessful bidders.
5. The monthly rate of the hire charge be quoted separately in the general bid information ( excluding fuel and lubricants )
6. The fuel and lubricants required for day to day movement shall be borne by the vehicle owner and the payment shall be made on 17 KM basis as per the Govt. norms.
7. The details of the make and year of manufacture of the vehicle registration Number mileage ( Kilometer cover per liter ) and name of the driver with driving license number and period of validity should be specifically provided in the general bid information to be furnished with the quotation/ tender ( **Annexure – II** )
8. The sealed quotations should reach in the office of the Chief District Veterinary Officer, Kendrapara on or before 30.06.2020 at 11 A. M. and same will be opened at 3 P.M. on representatives. Preference will be given to the local vehicle owner.
9. The Quotation receipt after the due date and time and incomplete shall summarily be rejected.
10. The lowest bidder / tenderer will be selected.
11. The application form of quotation/ tender containing general bid information and terms and conditions for hiring of vehicles etc. will be available in district web site [www.Kendrapara.nic.in](http://www.Kendrapara.nic.in) it can also be available in Chief District Veterinary Officer, Kendrapara from date 19.06.2020 to 30.06.2020
12. Any Legal dispute shall be applicable subject to the jurisdiction of Kendrapara Court.

13. The advertisement cost will be borne by the selected bidder.
14. The maximum tender amount shall not exceed Rs 20,000/- ( Rupees Twenty Thousand Only ) as per Government of Odisha in finance Department Office memorandum No 30464/ F Dt 06.09.2019.
15. The Driver's payment shall be borne by the vehicle owner.
16. The Vehicle owner should submit the printed receipt/ bill for payment.
17. The authority deserves all the right to reject/ cancel one or all the quotations and terminated the process at any time without assigning any reasons thereof.

*Chhaya*  
18/6/2020  
Sd/- Dr P.K. Pattanaik  
Chief District Veterinary Officer  
Kendrapara

Memo no 2097 Vet date 18/6/20

Copy of office Notice board / Collector, Kendrapara notice board/ Veterinary Hospital, Kendrapara notice board for information and wide publication.

*Chhaya*  
18/6/2020  
Chief District Veterinary Officer  
Kendrapara

Memo no 2098 Vet date 18/6/20

Copy to District Information Officer, Kendrapara for information of all concerned and wide publication.

*Chhaya*  
18/6/2020  
Chief District Veterinary Officer  
Kendrapara

Memo no 2099 Vet date 18/6/20

Copy of Notice board of all the VDs/ DVH , Kendrapara for information and wide publication.

*Chhaya*  
18/6/2020  
Chief District Veterinary Officer  
Kendrapara

## TERMS AND CONDITIONS FOR HIRING OF VEHICLES

ANNEXURE- I

The Following terms and conditions must be fulfilled by the Successfully bidder for providing a vehicle on hire in monthly basis.

1. The hired vehicle during period of contact 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 driving licence of the driver available on the times. The chief District Veterinary Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life / injury made to any manner what so ever. The owner of the vehicle shall be responsible for all such litigations.
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. All the expenditure of the vehicle to repair replacement of spare parts, lubricating oil of engine, gear box and different coolant and tyres and tubes, battery etc, will be borne by the bidder.
3. It shall be responsibility of the bidder to provide the good driver sand the salary of the driver shall be borne by the vehicle owner.
4. In case of break down for reasons what so ever the replacement of vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
5. In case of vehicle do not report regularly the authority will be at liberty to reject the agreement and may engage vehicle form other source.
6. The vehicle shall report for all the time throughout the agreement period.
7. In Case of emergency the driver will have to report for for duty as per the requirement of the hirer. No extra payment shall be demanded.
8. Monthly hire charges will be paid in every.succeeding month within fifteen days of the submission of bills by the service provider subject to availability of allotment 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. The vehicle 's period of contracts shall not be more than 3 years from the initial registration.
11. If the services are found to be unsatisfactory, the authority shall give one month notice and terminate the agreement.
12. If the bidder violates any of the terms of terms of contact, government shall forfeit the entire amount of security deposit.

Signature of

  
18/6/2020

Quotation/ Tender Calling Authority

## **GENERAL BID INFORMATION FOR HIRING OF VEHICLES**

## **ANNEXURE-II**

- I. Registration of the vehicle ( RC copy be enclosed with the quotation ) :-
- II. Type of Vehicle ( AC/ NON Ac )
- III. Year of Manufacture :-
- IV. Model :-
- V. Date of Registration:-
- VI. Name & Complete Address of the owner of vehicle :-
- VII. Fitness certificate validity ( copy must be attached with the quotation )
- VIII. Permit Validity ( Copy must be attached ):-
- IX. Insurance Validity ( Copy must be attached ) :-
- X. Name/ Address of the Driver :-
- XI. DL No & validity of DL of the Driver ( copy must be attached ) :\_
- XII. Proposed hire charge of he vehicle per month excluding fuel cost :-  
( Standard rate for(Tiago/ Bolt/ Celerio) Etc Is Rs 20,00/- month as per finance Department  
Notification No 30464/ Dt 06.09.2019 )
- XIII. Rate of fuel consumption/ Mileage per liter :-
- XIV. Contact No Of the Service Provider ( Tenderer/ Quotationer )  
Contact No-----

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

Seal& signature of the  
Quotationer/ tenderer