

OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, KENDRAPARA

Email- ID [cdvokendrapara@gmail.com](mailto:cdvokendrapara@gmail.com)  
Letter No.2373 Date.13.07.2020.

To  
Redirect to  
DD

The DD (VH)/BVO/VAS/AVAS I/C of MVU of Kendrapara district.

Sub- Selection of MVU vehicles through transparent bidding process for nine blocks of Kendrapara district for the year 2020-2021.

Sir,

It is requested to follow transparent bidding process through inviting competitive bids from the service providers for hiring of vehicles through standard bidding document. The criteria for selection of MVU vehicles are as follows:-

- (1) In view of the pollution being high through use of diesel vehicles, it is preferable to hire BS-IV compliant petrol vehicle.
- (2) Type of vehicles permissible to be hired is TUV-300/Bolero/Sumo Gold/Ertiga (the suitable one for MVU work is to be preferred so that it should accommodate minimum three persons with all need based equipment).
- (3) The vehicle hired shall be in good condition and shall not be older than three years at the time of engagement in MVU.
- (4) Minimum average mileage is 10 kms per litre.
- (5) The driver of the MVU vehicle should have valid driving license and he should be non-alcoholic and well behaved person.
- (6) The vehicle should be kept neat and clean & should have clearly visible registration number in the vehicle.
- (7) Vehicle should have valid certificate for commercial registration, fitness, insurance, pollution control.
- (8) Agreement will be made with the service provider/vehicle owner with GST registration for engagement of MVU vehicle on yearly basis.
- (9) The vehicle must be stickered front, back and side displaying different flag ship programme of the Deptt. Funds provided under contingent may be used for stickering of vehicle.
- (10) The norms of finance deptt should be followed during selection of private vehicle for MVU purpose.
- (11) The maintenance of vehicle shall be borne by owner and remuneration of driver shall be paid by the vehicle owner.
- (12) The vehicle shall be under the control of AVAS/MVU (VAS)/BVO./DD
- (13) The petrol cost shall be borne by oic MVU and he will be paid after production of vouche
- (14) The last date for submission of sealed tender in the district office is 22.07.2020 by 11AM & it will be opened on the date as indicated below.ADVO(DC) will receive all quotation of nine blocks during official working hours.  
(A)Kendrapara,Derabish,Pattamundai :Tender will open on 22/07/2020 at 3.30PM  
(B)Aul,Rajnagar,Rajkanika,;-23/07/2020 at 11Am  
(C)Mahakalpada,Garadpur,Marshaghai:-24/07/2020 at 11AM
- (15) A sum of Rs.5000/- shall be deposited by the intending bidders in shape of account payee bank draft in favour of the Chief District Veterinary Officer and submitted along the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidder.
- (16) If there is a tie in the hiring cost of the vehicle, then the vehicle of the lesser age will be given preference.
- (17) The CDVO, Kendrapara reserves the right to cancel all the quotation/tender without assigning the reasons there of.

P.T.O.

AVAS (MVU)/AVAS/BVO/DD (VH) of concerned block will remain present in the district office as the date mentioned above to participate as a member of the tender committee.

Encl:- Annexure-I, II, III

Yours faithfully

*[Signature]*  
13/7/2020  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2374.

Dt.13.07.2020.

Copy to the CDVO notice board, Kendrapara.

- Sd -  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2375.

Dt.13.07.2020.

✓ Copy to the D.I.P.R.O, Kendrapara for information and he is requested to hoist the advertisement of quotation call notice in the District web site for wide publication.

*[Signature]*  
13/7/2020  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2376.

Dt.13.07.2020.

Copy to BDO, Tahasildar & notice board of Kendrapara district for information and requested to display in their notice board for wide publication.

- Sd -  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2377

Dt.13.07.2020.

Copy to the R.T.O office, Kendrapara for information and requested to paste in the notice board for wide publication and tender process will end on.22.07.2020 at 11 AM.

- Sd -  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2378.

Dt.13.07.2020.

Copy to the notice board of PD, DRDA, Kendrapara / Collectorate, Kendrapara for favour of information and wide publication.

- Sd -  
Chief District Veterinary Officer,  
Kendrapara.

Memo No.2379.

Dt.13.07.2020.

Copy submitted to the Director of Animal Husbandry & Veterinary Services, Odisha, Cuttack for favour of information.

- Sd -  
Chief District Veterinary Officer,  
Kendrapara.

memo no - 213 / IPR, Date - 17.07.2020  
copy to the District Informatics officer, collectorate, kendrapara for favour of  
kind information with a request to hoist the advertisement of quotation call  
notice in the district website for wide awareness of general public.

*[Signature]*  
2020  
Dy. Director  
Information & Public Relation  
KENDRAPARA

Government of Odisha

Chief District Veterinary Office, Kendrapara

Quotation / Tender Call Notice.

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals having GST registration for providing nine nos. of Non AC Petrol driven vehicles for nine block of Kendrapara district having sitting capacity not more than ten including driver, which shall conform to the Terms and conditions (Annexure-II) for Mobile Veterinary Unit under Chief District Veterinary Officer, Kendrapara- on monthly rent basis:

- (1) In view of the pollution being high through use of Diesel vehicles, it is preferable to hire BS-IV Compliant petrol vehicle.
- (2) Types of vehicle permissible to be hired is TVU-300/Bolero/Sumo Gold/Ertiga (The suitable one for MVU work is to be preferred so that it should accommodate minimum three persons with all need based equipment)
- (3) The vehicle must be in road worthy condition, shall not be more than 3 years old from the date of engagement in MVU (Mobile Veterinary Unit) 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.
- (4) 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.
- (5) The driver should be well behaved, gentle and obedient in nature.
- (6) A sum of Rs.5000/- shall be deposited by the intending bidders in shape of account payee bank draft drawn in favour of the chief District Veterinary Officer and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- (7) The monthly rate of hiring charge including all taxes be quoted separately in the general bid information (excluding fuel).
- (8) The vehicle must achieve a fuel efficiency of 10 Kms per litre.
- (9) 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-III).
- (10) The Quotation completed in all respect should reach the undersigned on or before 22/07/2020 by 11AM and shall be opened on the following date.  
(A) Kendrapara, Derabish, Pattamundai : Tender will open on 22/07/2020 at 3.30PM  
(B) Aul, Rajnagar, Rajkanika, :- 23/07/2020 at 11AM  
(C) Mahakalpada, Garadpur, Marshaghai :- 24/07/2020 at 11AM
- (11) The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with ADVO(DC) of the CDVO office during the official working hours.

  
Seal & Signature of  
Quotation/Tender Calling Authority  
Designation  
Chief District Veterinary Officer  
Kendrapara

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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

- (1) In view of the pollution being high through use of Diesel vehicles, it is preferable to hire BS-IV compliant petrol vehicle.
- (2) Types of vehicle permissible to be hired is TVU-300/Bolero/Sumo Gold/Ertiga (The suitable one for MVU work is to be preferred so that it should accommodate minimum three persons with all need based equipment)
- (3) The vehicle hired shall be good condition and shall not be older than three years at the time of engagement in MVU. (Mobile Veterinary Unit)
- (4) Vehicle should have functional speedometer.
- (5) The vehicle must be stickered front, back & side displaying different flagship programme of the department.
- (6) For proper monitoring and supervision of MVU programme, GPS tracking device will be installed in each vehicle.
- (7) The MVU vehicle should remain in the VD/VH campus but in case of security reasons the CDVO may allow the MVU vehicle to stay in the HQ village/town but in no case vehicle will be allowed to remain outside HQ village/town areas.
- (8) The fuel cost for movement of vehicle to and from owner's house to VD will be borne by vehicle owner.
- (9) 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, commercial license of the vehicle , 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 damages to any property on account of use of hire vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
- (10) The hire charges to be paid for monthly basis is final but does not include cost of petrol which is to be paid separately basing on actual consumption. 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.
- (11) 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.
- (12) 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.
- (13) 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.
- (14) The vehicles shall report for duty for thirty days in a month.
- (15) In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- (16) Monthly hire charges and reimbursements towards cost of petrol (as per actual) of selected bidder will be paid in every succeeding month, as far as possible and no advance payment will be made.
- (17) If the service provider with GST registration is found to be unsatisfactory, the client shall give one month notice and terminate the agreement.

P.T.O. >

- (18) 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.
- (19) If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- (20) The tenderers / vehicle owners must attached Xerox copy of all relevant documents for applying the hiring of MVU vehicles.
- (21) Indicate upper limit of hiring charges including GST.
- (22) Quotationers should bring all original documents for verifications at the time of opening of the sealed tender.
- (23) All sealed quotation should carry a bank draft of Rs.5000/- as a security in favour of Chief District Veterinary Officer, Kendrapara.
- (24) All quotations must carry technical and financial bid separately.
- (25) During the period of agreement, ownership cannot be changed.

*Signature*  
13/11/2020

Signature of  
Quotation / Tender Calling Authority,  
Chief District Veterinary Officer  
Kendrapara