

COLLECTORATE: JAJPUR

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(NIZARAT SECTION)

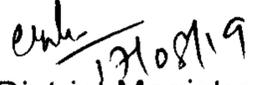
QUOTATION / TENDER CALL NOTICE

No. 3759 Date 17.08.19

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators / Service Providers / Private individuals for providing one Bolero (white Colour-7 Seater) diesel driven vehicles, which shall confirm to the terms and conditions laid down vide O.M No. 27037/F dt 08.10.2015 and O.M. 34085/F dt 29.09.2012 for official use by the Sub-Collector, Jajpur on monthly rent basis.

The quotations / tenders will be accepted from 17.08.2019 to 26.08.2019 during office hour except Government holidays by "REGISTERED POST / COURIER" only. The quotation should be addressed in the name of "The Asst Collector, Nizarat, Collectorate, Jajpur". The Tenders will be opened on dt 27.08.2019 at 4.00 PM in the office chamber of "The Additional District Magistrate, Jajpur" in presence of quotationers or their representatives (with proper authorization / identification). If the office happens to be closed due to subsequent declaration as holidays by Government or local authority on the date of receipt / opening as specified above, the tenders will be received / opened on the next working day at the same specified time and venue. Further, the undersigned is not liable for any cause of delay / damage during the process of transmission or any kind of delay in receiving the quotation in "Nizarat Section, Collectorate, Jajpur" (by Post) before opening.

The decision of the Tender Committers in the entire process shall be final & binding to all intending quotationers / tenderers concerned. The Chairperson of the Committee reserves the right to accept / reject any / all quotations without assigning any reason thereof.

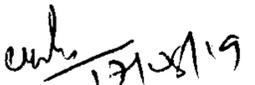

Additional District Magistrate,
Jajpur

Memo No 3860 Dt 17.08.19

Copy forwarded to the Project Director, DRDA, Jajpur / All Block Development Officers / Tahasildars / D.I & P.R.O, Jajpur / D.I.O. NIC, Jajpur for information and necessary action. They are requested to take steps for display "the notice" in their notice board for wide publication.

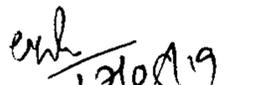
Copy forwarded to the D.I.O. NIC, Jajpur for information and necessary action. He is requested to host "the notice" in the District web-site for wide publication.

Copy to Notice Board of the Collectorate & Sub Collectors office, Jajpur for display in the notice board.


Additional District Magistrate,
Jajpur

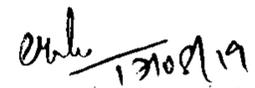
Memo No 3861 / Niz. Date 17.08.19

Copy forwarded to All Additional District Magistrate of the State for favour of information. They are requested to take steps for display the tender notice in their Office Notice Board for wide publication.


Additional District Magistrate,
Jajpur

Terms and Conditions for selection of hired vehicle :

1. The Vehicle must in road worthy condition shall not be more than **three 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 plying of vehicle during the period of contract.
2. The vehicle must be registered as "commercial vehicle" before the Registering Authority. In case of a new vehicle, the acknowledgement from the concerned authority may be accepted, if the documents not received till the period of last date of quotation / tender, with an undertaking through affidavit to submit required documents within a month before the undersigned.
3. 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 Owner of the vehicle shall be responsible for all such litigations.
4. The hire charge not includes the cost of the diesel which is to be paid separately basing on the actual consumption and lubricant as per Government norms. All the expenditures 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 Owner.
5. The driver of the vehicle must have valid driving license for driving light transport passenger vehicle available all the times and should be sufficiently experience in driving of Official Vehicle. The driver should be well behaved, gentle, and obedient in nature. He is also not addicted in any type of toxicant. The salary of the driver shall be borne by the owner.
6. The contact number of both owner & driver submitted in the application should not be changed till end of the contract period without any prior intimation to the undersigned. The expenditure in this regard will not be borne by the Offices.
7. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement without any notice to the owner and may engage any vehicle from other source as per Government norms.
8. The vehicle shall report for duty for minimum of **25 days in a month**. In case of **emergency**, the driver will have to report for duty as per the requirement of hirer and **no extra payment shall be demanded**. The vehicle shall not be re-engaged in other non-official duty of the owner during the period of contract.
9. The vehicle must achieve a fuel efficiency of minimum 10 kms per Liter. The monthly rate of hire charges is **Rs. 20,000/-** (Maximum) excluding fuel and lubricants as per the Government notification. The hire charges will be paid after receipt of allotment. No advance payment will be made.
10. A sum of **Rs.100/-** (Rupees One hundred) only shall be deposited by the intending bidders in shape of A/C payee bank draft drawn in favour of the **Treasurer Officer, Collectorate, Jajpur & payable at S.B.I, Jajpur** and submitted along with the quotations / tender papers as application fee or non-refundable amount. Further, the same application form is also available with **Head Office, Collectorate, Jajpur** on deposit of same amount in shape of cash.
11. Another a separate A/C payee bank draft drawn in favour of the **Treasurer Officer, Collectorate, Jajpur & payable at S.B.I, Jajpur** amounting to **Rs.5,000/-** (Rupees Five thousand) only shall be deposited by the intending bidders and submitted along with the quotations / tender papers as security deposit. After completion of tender process the amount will be refunded to **unsuccessful bidders** and the said security of the successful bidder will be **returned** after completion of the period of engagement of vehicle without interest.
12. If the services are found to be unsatisfactory, the client / bidder shall give one month notice and terminate the agreement and dis-engage.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
14. All disputes are subject to Jajpur jurisdiction of


Additional District Magistrate,
Jajpur

APPLICATION FORM & GENERAL INFORMATION FOR HIRING

VEHICLES

1. Registration number of Vehicle:-
2. Type of Vehicle (A/C or Non- A/C)
3. Year of Manufacture:-
4. Model:
5. Date of Registration:
6. Fitness Certificate Validity Period:-
7. Permit Validity Period:-
8. Insurance Validity Period:-
9. Name & Complete address of the Owner of the vehicle:-
10. Contact Number of the Owner
 - i) Mobile Number:
 - ii) Telephone Number (if any)
 - iii) e-mail ID (if any)
 - iv) Xerox copy of Photo Identity Card
11. Name & Complete address of the driver:-
12. D.L. No. & Validity of the D.L. of the Driver -
13. Contact Number of the driver
 - i) Mobile Number
 - ii) Xerox copy of Photo Identity Card
14. Proposed hire charges of the vehicle per month excluding fuel cost:
15. Rate of fuel consumption / Mileage per litre:-
16. Information on Bank Draft :
 - i) Amount
 - ii) BD Number & Date
 - iii) Name of the Bank

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

Signature of the Quotationer / Tenderer

N.B: The requisite documents with self attested manner must be attached in this application.