

COLLECTORATE: JAJPUR  
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E-mail: [dm-jajpur@nic.in](mailto:dm-jajpur@nic.in) , Web Site: [www.jajpur.nic.in](http://www.jajpur.nic.in)  
(NIZARAT SECTION)

**QUOTATION / TENDER CALL NOTICE**

No. 15679 Date 09.11.2020

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators / Service Providers / Private individuals for providing 3 Nos of Scorpio S-9 /S-11 versions of "Scorpio" model of Mahindra make diesel driven vehicles which confirm to the terms and conditions attached with the tender paper for official use by the ADM ® cum- Spl. LAO, Kalinganagar, Sub-Collector and Geologist, Jajpur on monthly rent basis.

The quotations / tenders will be accepted from 09.11.2020 to 24.11.2020 till 1 PM during office hour except Sundays and 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 24.11.2020 at 4.00 PM in the office chamber of "The Additional District Magistrate, (General ) 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 Committee 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.

*emh*  
06/11/2020  
Additional District Magistrate,  
Jajpur

Memo No 15680 Dt 09.11.2020

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.

*emh*  
06/11/2020  
Additional District Magistrate,  
Jajpur

**Terms and Conditions for selection of hired vehicle :**

1. The Vehicle must be S-9 /S-11 model Scorpio of Mahindra Make and not 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. Preference will be given to brand new vehicle over the old vehicle. Besides if the lowest bidder is found to be not suitable for engagement the authority is at liberty to engage vehicle of L-2 bidder.
3. 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.
4. 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.
5. The hire charge does not include 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.
6. The driver of the vehicle must have valid driving license for driving light transport passenger vehicle available all the times and should be sufficiently experienced. The driver should be well behaved, gentle, and obedient in nature. He should also not be addicted to any type of intoxicant. The salary of the driver shall be borne by the owner.
7. The contact number of both owner & driver submitted in the application should not be changed till end of the contact period without any prior intimation to the undersigned. The expenditure in this regard will not be borne by the Offices.
8. 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 other vehicle from other source as per Government norms.
9. The vehicle shall report for duty 24 x 7 hours daily to the concerned official. The vehicle shall not be re-engaged in other non-official duty of the owner during the period of contract.
10. The vehicle must achieve a fuel efficiency of minimum **10 kms** per Liter. The monthly rate of hire charges is **Rs. 31,000/-** (Maximum) excluding fuel and lubricants. The hire charges will be paid after receipt of allotment. No advance payment will be made.
11. All disputes are subject to Jajpur jurisdiction only.

*exh*  
*06/11/2022*  
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:-

"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.