



OFFICE OF THE REGIONAL TRANSPORT OFFICER, JAJPUR

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Quotation Call Notice

No. **3423**/Dt. **09.11.2022**

Sealed quotations are invited from interested reputed Travel Agencies / Tour Operators/ Service provider for providing 02 (two) nos of vehicle (Bolero/TUV300/ Ertiga) having sitting capacity not more than 7 including driver, which shall confirm to the Terms and Conditions (Annexure –II) for official use in **RTO, Jajpur** on monthly rent basis for the period from 01.12.2022 to 31.03.2023 as per Finance Department norms and approval letter No.XLV14/2014 13687/TC Dtd 07.10.2022.

1. The vehicle must be in Road Worthy condition, shall not be more than 3 years old (preferably new vehicle) 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.
2. The driver of the vehicle must have a valid Driving License for driving Light Motor 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/- (Rupees five thousand) only shall be deposited by the intending bidders in shape of Account payee bank draft drawn in favour of RTO, Jajpur and submitted along with the tender as security deposit. After completion of tender process the amount will be refunded to the unsuccessful bidders.
5. The monthly rate of hire charge is quoted separately in the general bid information (excluding fuel and lubricants) in Annexure – III.
6. The vehicle must achieve fuel efficiency of 10 Kms/Litter or above.
7. The details of the make and year of manufacturer 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)
8. The quotation complete in all respect should reach the undersigned on or before **24.11.2022** by 3.00 P.M. and shall be opened the same day at 4.30 P.M. in presence of the bidders or their authorized representatives.
9. The application form of quotation containing general bid information and terms of condition for hiring of vehicle etc. can be downloaded in the website: https://jajpur.nic.in/notice_category/tenders/ and the applicant shall furnish a Demand Draft for an amount of Rs.100/- (Rupees one hundred) only in favour of RTO, Jajpur towards the cost of application along with the application.
10. Travel Agencies / Tour Operators/ Service provider must have GST registration.
11. **The authority reserves the right to cancel the quotation/tender or any part without any reason assigning thereof.**

Regional Transport Officer,
Jajpur

Memo No.3424 /Dt.09.11.2022

Copy forwarded to the Notice Boards of PD, DRDA, Jajpur / Superintendent of Excise, Jajpur / Collector & DM, Jajpur for display and wide publicity.



Regional Transport Officer,
Jajpur

Memo No.3425 /Dt.09.11.2022

Copy forwarded to the DIO, NIC, Jajpur for information. He is requested to upload the tender document on the district website: https://jajpur.nic.in/notice_category/tenders/ for wide publicity.



Regional Transport Officer,
Jajpur

Memo No.3426/Dt.09.11.2022

Copy forwarded to all BDOs/ Tahasildars / All Dist. Level Officers with a request to display in their notice boards for wide publicity.



Regional Transport Officer,
Jajpur

Memo No.3427/Dt.09.11.2022

Copy forwarded to the DIPRO, Jajpur for information and wide publicity.



Regional Transport Officer,
Jajpur

TERMS & CONDITIONS

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

1. 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, proof of up-to-date tax payment and valid license for driving light motor vehicle of the driver available all the times . The 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 is final but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. 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 responsibility of the bidder to provide a good driver and the salary of 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 sources.
6. The vehicle shall report for duty 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 hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within 15 days of the submission of bills by the service provider and no advance payment will be made.
9. Income tax shall be deducted from the hire charges bill of the vehicle as per rate applicable. The bidder must furnish PAN card during submission of the quotation.
10. 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.
11. If the services are found to be unsatisfactory, the client shall be give one month notice and terminate the agreement.
12. 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 services and termination of agreement.
13. If the bidder violates any of the terms of contract, the undersigned reserves all right to cancel the contract and forfeit the entire amount of security deposit.
14. The selected bidder/owner will made an agreement with RTO, Jajpur within 3 days of receipt of engagement order.
15. The payment of GST month wise to be furnished by the owner/bidder.

GENERAL INFORMATION FOR HIRING VEHICLE

1. Registration No. of Vehicle :
2. Type of Vehicle(AC/Non-AC) :
3. Year of Manufacture :
4. Model :
5. Date of registration :
6. Name & complete address of the owner of vehicle/Service provider

GST No.....

PAN No.....

Mobile No.....

E-mail ID:

Present Address

Permanent Address

7. Fitness certificate validity :-
8. Permit validity (for commercial vehicle) :-
9. Insurance validity :-
10. Name & Address of the driver:

Present Address

Permanent Address

11. D.L No. & validity of the D.L. of the driver:
12. Proposed hire charges of the vehicle per month excluding fuel cost:-
 - I. Rate of fuel consumption / Mileage per litre:
 - II. Rate of lubricant consumption:

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

Seal and Signature of the
Quotationer