



**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER: JAJPUR**

No - 119/25-02-2025

TENDER CALL NOTICE FOR HIRING OF VEHICLES ON MONTHLY BASIS

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing 03 nos. of AC Petrol/Diesel having seating capacity not more than 07 including driver preferably Dzire-02 Nos. & Scorpio on monthly basis which shall confirm Terms & conditions for official use in the Office of the CDM & PHO, Jajpur on monthly rent basis,

1. The vehicle must be in road worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs.10,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the CDM &PHO, Jajpur and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants).
6. The Vehicle must achieve a fuel efficiency as per the latest Finance Dept. Circular 22924 dtd.14-08-2023 of Govt of Odisha

**Chief District Medical
& Public Health Officer**

The minimum mileage(KM per ltr of diesel/petrol to be reimbursed) to be quoted should not be less than as indicated below

| Sl.No | Type of the Vehicle(BS-IV/VI Compliant) | Max Hire Charges(RS) per month including Engine Oil/Lubricant cost but excluding taxes,Fuel | Minimum K.M per one Ltr of fuel |
|-------|---|---|---------------------------------|
| 1 | Dzire(AC)/Petrol/Diesel(Light Model) | 26,000/- | 17 |
| 2 | Scorpio(Diesel)(Light Model) | 31,000 | 10 |

The vehicles to be provided shall not be older than three(3) years and must be BS-IV/VI compliant commercial Vehicle. All category of Vehicle to be provided must have power steering and rear AC Vent provision.

The monthly hire charges shall not exceed the maximum limit as Fixed by Finance Dept. Govt. of Odisha.

9. The details of the make and year of manufacture of the vehicle, registration no. mileage (km covered per litre) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Tender (Appendix-B).

10. The period of contract is initially for a period of 02 year and it may be extended subject to satisfactory performance.

11. The Tender will have to be submitted in two parts i.e. Technical Bid Cover-A and Financial Bide(Cover-B).The formats & documents to be submitted in technical & Financial Bid are mentioned in the Tender document. The bidders should submit their Technical & Financial Bid separately in two envelops and these two envelops should be put into another envelop super scribed as Tender for Hiring of Vehicles on Monthly basis in reference to the Advt.No: 119/25-02-25

12. The Quotation/Tender completed in all respect should reach the undersigned on or before 03/03/2025 by 05.00 P.M. and shall be opened on the next day at 11.00 A.M, in presence of the bidders or their authorized representatives .Bidders are requested to submit their bid document separately .i.e. Technical Bid & Price Bid..Price Bid will opened for the qualified bidders only.Bidders are requested to submit the price bid as per the prescribed format-(Atteched)

Seal & Signature of
Quotation/Tender Calling Authority

Designation


Chief District Medical
& Public Health Officer,
Jaipur

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, Pollution Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. and D.L. of the driver available all the times.
2. 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 hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
5. 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.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. in case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
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.


**Chief District Medical
& Public Health Officer,
Jajpur**

11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. The agreement paper will be issued to the successful bidders with the Offer letter on engagement of Hiring of Vehicles.
13. 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.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
15. Govt of Odisha Finance Department of letter No.22924/F dtd.14-08-2023 will be strictly followed.
16. Award of contract: the lowest evaluated bid(for the type of the vehicle) shall be decided based on the lowest evaluated price bid for each type of vehicle and the L 1 bidder shall be decided accordingly. There may be empanelment of two or three agencies for each type of Vehicle to be decided by the Tender inviting authority based on the requirement of the type of the vehicle, if after price negotiation, the L2/L3 agrees to the L1 price of the concerned category of the Vehicle

If the successful bidder fails to execute the order, the performance security of the bidder(s) will be forfeited and the Bidder will be debarred for 03 Years or more as decided by the Authority.

Seal & Signature of
Quotation/Tender Calling Authority

Designation


**Chief District Medical
& Public Health Officer,
Jaipur**

General Information

| SI No | Particulars | |
|-------|--|--|
| 1 | Name of the Service provider | |
| 2 | Complete Address | |
| 3 | PAN | |
| 4 | Bank Account No. & IFSC Code | |
| 5 | Registration No. of vehicle | |
| 6 | Year of Manufacturer | |
| 7 | Make & Model | |
| 8 | Date of Registration | |
| 9 | Name & complete address of the owner of vehicle | |
| 10 | Fitness certificate validity | |
| 11 | Pollution certificate validity | |
| 12 | Permit validity | |
| 13 | Insurance validity | |
| 14 | Name/ Address of the driver | |
| 15 | D.L No. & validity of the D.L. of the driver | |
| 16 | Proposed hire charges of the vehicle per month excluding fuel cost | |
| 17 | Rate of fuel consumption / Mileage per liter | |
| 18 | Contact Number of the service provider (Tenderer / Quotationer) | |
| 19 | Contact number of driver | |

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

Seal & Signature of
Quotation/Tender Calling Authority


Chief District Medical
& Public Health Officer,
Jajpur

Part-II-Financial Bid-Cover B

Submitted separately

Monthly Basis Rate(Exclusive of GST)

| Sl.No | Type of Vehicle BS IV/VI | **K.M.per one Lter of Diesel/petrol | Monthly Rent per Vehicle(Rs) Including lubricant/Engine Oil cost/ salary of Driver but excluding fuel & GST |
|------------------------|-----------------------------|---|--|
| a | b | c | d |
| Dzire(AC)Petrol/Diesel | | | |
| Scorpio(Diesel) | | | |

** Pl refer to the criteria of Min KM per one ltr of petrol/diesel mentioned in the Evaluation
C GST: please mention the % of GST as applicable:-----

Note: GST will be paid extra as applicable and will not be taken into account for evaluation
Place

Date

(Signature & seal of the Authorized Signatory)


**Chief District Medical
& Public Health Officer,**
Dhule