



ODISHA STATE AGRICULTURAL MARKETING BOARD

Plot No.1800 (P), Baramunda, Post-Khandagiri, Near Indian Oil Petrol Pump Bhubaneswar
Ph. No.0674-2351311, Fax: 0674-2351316, Email: osamboard99@yahoo.com, Website: osamboard.org

Notice No: 1240

Dated : 10.04.2017

QUOTATION CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 4 nos. of AC Diesel driven Cars (Indigo - 3 nos.+ Indica – 1 no.) having sitting capacity not more than five including driver, which shall conform to the terms and conditions (Annexure-I) for official use in the Office of the State Agricultural Marketing Board 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, valid Contract Carriage Permit, proof of up to date tax payment, PUC etc. which are 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.5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Odisha State Agricultural Marketing Board, Bhubaneswarenclosed with the tender as security deposit. After completion of tender process, the security deposit will be refunded to unsuccessful bidders.
- 5) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) 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-II).

- 7) The Quotation complete in all respects should reach the undersigned on or before 27.04.2017 by 5.00 P.M. by Speed Post/Regd. Post and shall be opened on the very next day at 11.00 A.M. in presence of the bidders or their authorised representatives.
- 8) The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with Accounts Section of OSAM Board on payment of Rs.100/- in shape of DD drawn in favour of OSAM Board, Bhubaneswar from 12.04.2017 to 26.04.2017 or can be downloaded from OSAM Board Website www.osamboard.org up to 26.04.2017. In such a case, the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees one hundred) only drawn in favour of OSAM Board, Bhubaneswar towards the cost of application along with the quotation/tender documents.
- 9) The Tender/Quotation issuing authority reserves the right to reject/cancel any or all Tenders/Quotations without assigning any reason thereof.

**General Manager
OSAM Board, Bhubaneswar**

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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 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 damage to any property on account of use of hired vehicle in any manner whatsoever. The hirer 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 the responsibility of the bidder to provide a good driver and the salary of the 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 does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicles shall report for duty for 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 and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills along with copy of Log Book against proof of Kms. covered by the service provider and no advance payment will be made.
9. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

**General Manager
OSAM Board, Bhubaneswar**

GENERAL INFORMATION FOR HIRING VEHICLES

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

- 7) Fitness Certificate validity:-
- 8) Permit validity:-
- 9) Insurance validity:-
- 10) Name / Address of the Driver:-

- 11) D.L. No. & Validity of the D.L. of the Driver:-
- 12) Proposed hire charges of the vehicle per month
Excluding fuel cost:-
(Service Tax would be reimbursed separately over & above the hire charges)
- 13) Rate of fuel consumption / Mileage per litre:-
- 14) Contact Number of the Service provider (Tenderer/Quotationer)
Mobile No. Telephone No.

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

**Seal & Signature of the
Quotationer/Tenderer**