

GOVERNMENT OF ODISHA



H & UD DEPARTMENT

PARADEEP MUNICIPALITY PARADEEP

"FOR ENGAGE OF VEHICLE ON HIRE BASIS IN PARADEEP MUNICIPALITY"

PERIOD OF SALE OF BID DOCUMENTS :- Dt. 01.12.2021 to dt. 10.12.2021 upto 5.00 PM

LAST DATE OF RECEIVED BID DOCUMENTS:- Dt. 13.12.2021 Upto 1.00 PM

DATE & TIME OF OPENING THE BID DOCUMENTS :- Dt. 13.12.2021 at 3.00 PM

COST OF TENDER PAPER :- **Rs. 500**

(Rupees:- Five hundred) Only.

COST OF EMD :- **Rs. 5,000.00**

(Rupees:- Five Thousand) Only.

Name of the Bidder

MR No

/Dt


EXECUTIVE OFFICER
PARADEEP MUNICIPALITY
PARADEEP, ODISHA.

OFFICE OF THE MUNICIPAL COUNCIL, PARADEEP

No 5123 /Date 30.11.2021

QUOTATION CALL NOTICE

The Executive Officer, Paradeep Municipality on behalf of Paradeep Municipality, Dist-Jagatsinghpur invites quotations from interested reputed Travel/ Agencies/ Tour Operators or private individuals for providing one TUV 300 (AC diesel driven) vehicle for official use in Paradeep Municipality on monthly rent basis. The prescribed quotation schedule (DTCN) can be downloaded from Paradeep Municipality website www.paradeepmunicipality.org from **10.30 AM date. 01.12.2021 to date. 10.12.2021 up to 5.00 PM on payment of Rs.500.00 (Rupees five hundred) only (non-refundable)** in shape of Cash/ bank draft/ Bankers cheque drawn in favour of Executive Officer, Paradeep Municipality payable at Paradeep from any nationalized bank.

The quotation paper alongwith all documents shall be received in the office of the Executive Officer, Paradeep Municipality through by person on or before **date. 13.12.2021 upto 1.00 PM**. The quotation will be opened on the same day at **4.30 PM** in presence of the quotationer or their authorized representatives. The quotation received beyond the schedule date and time will not be considered at all

The undersigned has the rights to accept, cancel or reject any or all the quotations with assigning any reason thereof.


Executive Officer
Paradeep Municipality

Memo No 5124 (4) /dt 30.11.2021

Copy to the Collector & District Magistrate, Jagatsinghpur/ PD DRDA, Jagatsinghpur / Sub-Collector Jagatsinghpur/ ADM Paradeep for favour of kind information. They are requested to display the same notice in your notice board for wide publication.


Executive Officer
Paradeep Municipality

Memo No 5125 /dt 30.11.2021

Copy to the Office Notice Board, Paradeep Municipality for wide publication.


Executive Officer
Paradeep Municipality

TERMS AND CONDITIONS

- 1) The details of bid documents specification, schedule & quantities and set of terms & conditions is available in the Paradeep Municipality website www.paradeepmunicipality.org on payment of cost of tender/quotation documents **Rs.500.00 (Rupees five hundred)** only in shape of Cash/DD cheque drawn on any nationalized bank in favour of Executive Officer, Paradeep Municipality payable at Paradeep. The cost of tender paper is not refundable.
- 2) The bidder must be accompanied by EMD/ tender security amount of Rs.5,000.00 (Rupees five thousand) only in shape of Cash/DD cheque drawn on any nationalized Bank in favour of Executive Officer, Paradeep Municipality payable at Paradeep.
- 3) The sale of tender documents start from **dt. 01.12.2021 to Dt. 10.12.2021 up to 5.00 PM**. Request for tender/quotation documents through post will not be entertained.
- 4) The sealed tender/quotation documents should reach the office of the Executive Officer, Paradeep Municipality, Paradeep on or before **dt. 13.12.2021 by 01.00 PM** positively. The authority will not be responsible for any delay for non receipt of tender/quotation documents in time.
- 5) The tender/quotation/bid documents will be opened on **dt. 13.12.2021 at 4.30 PM** in the office chamber of Executive Officer, Paradeep Municipality, Paradeep in the presence of the bidder of their authorised representatives who wish to attend. If office happens to be closed for any reason on the date the receiving or opening of the tender as specified the tenders will be received/opened in the next working day at the same time & venue.
- 6) The contract will be valid for one calendar year.
- 7) The hired vehicles, during period of contract, shall have all necessary valid MVI documents such as valid registration certificate, insurance certificate, fitness certificate, valid contract carriage permit, proof of update tax payment etc. and DL 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.
- 8) The hire charges to be paid for monthly basis is final but does not include cost of diesel, which is to be supplied by department or 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.
- 9) 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.
- 10) 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.
- 11) 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 source.

- 12) In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- 13) Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Government 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.
- 14) The vehicle shall not be more than 5 (Five) years old from the initial registration and also in good running condition during the period of contract.
- 15) If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
- 16) The rate shall be quoted exclusive of taxes and duties. Taxes and GSTIN shall be mentioned separately if required.
- 17) 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.
- 18) If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
- 19) 3) Bidders should submit self attested copies of (i) PAN, (ii) GST Number (iii) Firm/ Dealer certificate, valid registration certificate, insurance certificate, fitness certificate, valid contract carriage permit, proof of update tax payment etc. and DL of the driver alongwith the bid. Quotation without one or more of these documents are bound to be rejected.
- 20) The Quotationer should quote single rate for each item according to required specification wherever mentioned. More than one rate for a particular item will be summarily rejected. The schedule appended to the quotation call notice should be filled up and signed.
- 21) The rate should be mentioned in both figures and words.
- 22) Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.
- 23) The quotationer shall submit the Quotation Call Notice & Quotation Schedule duly signed by him with seal.
- 24) The Quotationer shall not sublet, transfer or assign any part of the full work of this award without prior written permission from the Executive Officer, Paradeep Municipality.
- 25) The authority reserves the right to reject any or all the tenders without assigning any reason thereof.
- 26) Any legal dispute arising out of this is subject to Jagatsinghpur jurisdiction only.


Executive Officer
Paradeep Municipality

ENGAGE OF VEHICLE ON HIRE BASIS IN PARADEEP MUNICIPALITY

- 1 Registration No. of Vehicle :-
- 2 Type of Vehicle :-
- 3 Year of Manufacture :-
- 4 Model :-
- 5 Date of registration :-
- 6 Name & address of the owner of vehicle :-

- 7 Fitness Certificate validity :-
- 8 Permit validity :-
- 9 Insurance validity :-
- 10 Name / Address of the Driver :-
- 11 DL No. & Validity of the DL of the Driver :-
- 12 Rate of fuel consumption / Mileage per litre :- Supply by Department.
- 13 Contact Number of the Service provider (Tenderer/ Quotationer) :-

- 14 **Proposed hire Charge of the vehicle per month excluding fuel cost** :-
(Rupees:-) Only.

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

Signature of Bidder

Signature of Bidder


Executive Officer
Paradeep Municipality