

ODISHA MODEL TRIBAL EDUCATION SOCIETY (OMTES)
BHUBANESWAR
ST & SC DEVELOPMENT DEPARTMENT

QUOTATION CALL NOTICE

Sealed quotations are invited from interested reputed Travel Agencies / Tour operators or private individuals for providing One (1) no. of (A/C) Zest/Tigor/Swift Dzire/Xcent/Etios (Petrol) vehicle having sitting capacity of not more than four including driver, which shall conform to the Terms and conditions (Annexure-I) for official use in OMTES Office on monthly hire basis.

- 1) The conditions of the Hiring of Vehicles shall be strictly as per the norms laid down in the Finance Department O.M. No.-30464/F dtd.06.09.2019 read with the Finance Department O.M.No.-34085/F dtd.29.09.2012 and subsequently revised in Finance Department O.M.No.-27037/F dtd.08.10.2015.
- 2) 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.
- 3) 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.
- 4) The Driver should be well behaved, gentle and obedient in nature.
- 5) 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 Secretary, OMTES, payable at Bhubaneswar and submitted alongwith the Technical Bid (Annexure-II) as security deposit. After completion of quotation process, the amount will be refunded to unsuccessful bidders and/or adjusted towards security deposit of the successful bidder.
- 6) The monthly rate of hire charge is maximum ₹26,000/- excluding taxes per month.

- 7) The rate of hire charge be quoted separately in the Financial Bid information in detail.
- 8) The vehicle must achieve a fuel efficiency of, as per Finance Department O.M.No.- 30464/F dtd.06.09.2019, atleast 17 kms. per litre.
- 9) 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 furnished with the Tender Bid (Annexure - II) is to be put in one envelope and Financial Bid (Annexure – III) to be put in another separate envelope. These two envelopes are to be put in third envelope. The first envelope is to be superscribed “Technical Bid”, the second envelope as “Financial Bid” and the third envelope as “Quotation for Hiring Vehicle”. The quotation is to be addressed to The Secretary, OMTES, Adivasi Exhibition Ground, Unit-1, Near Sishu Bhawan Square, Bhubaneswar – 751009.
- 10) The Quotation completed in all respect should reach the undersigned on or before 25.10.2022 by 3 p.m. and shall be opened on 26.10.2022 at 4:00 p.m. in presence of the bidders or their authorised representatives.

By Orders of Secretary, OMTES


Assistant Secretary (I/C), OMTES

Memo No. 719 Dt. 11.10.2022

Copy to ST/SC Devt. Deptt. Notice Board/ATLC Notice Board/OMTES Notice Board for general information.


Assistant Secretary (I/C), OMTES

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidders for providing a vehicle on monthly hiring basis.

- 1) The hired vehicle, 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 vehicle 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 petrol, actual consumption of the vehicle towards repair and replacement of spare parts, Gear Box and differential Coolant, Tyres & Tubes, Battery etc. These will be borne by the bidder. The hire charges quoted must not exceed the maximum amount fixed by the Government and the K.M. / per liter must not be lower than the rate fixed by the Government for these designated cars.
- 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 bidder.
- 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 source without any prior notice.
- 6) The vehicle shall report for duty for minimum of 25 days in a month in case of monthly hired vehicle.

- 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 reimbursement towards cost of petrol (as per actual) 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 by the bidder and no advance payment will be made.
- 9) This agreement for hiring the vehicle shall be valid for a period of 1 year.
- 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 service are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
- 12) The bidder, if during the period of the contract withdraws the service of his vehicle the security deposit shall be forfeited.
- 13) If the bidder violates any of the terms of contract, OMTES shall forfeit the entire amount of Security deposit.



Assistant Secretary (I/C), OMTES

Annexure-II

TECHNICAL BID FOR HIRING OF VEHICLES

- 1) Name and address of the Firm:-
- 2) Registration No. of Vehicle:-
- 3) GST No.:-
- 4) PAN No.
- 5) Type of Vehicle (AC/ Non-AC):-
- 6) Year of Manufacturing:-
- 7) Model:-
- 8) Date of registration:-
- 9) Name and complete address
of the owner of vehicle:-
- 10) Fitness certificate validity:-
- 11) Permit validity:-
- 12) Insurance validity:-
- 13) Name/Address of the Driver:-
- 14) D.L No. and validity of the DL of the Driver:-
- 15) Proposed hire charges of the vehicle per month
excluding fuel charge :-
- 16) Rate of fuel consumption/mileage per litre:-
- 17) Contact No. of the Owner of the Vehicle:-
- 18) Contact No. of the Driver:-

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

Seal & Signature of the
Quotationer

Date:

Place:

Annexure-III

FINANCIAL BID FOR HIRING OF VEHICLES (IN SECOND ENVELOPE)

Sl. No.	Name of the Office	Type of Vehicle (Petrol)	Monthly Rate (In Rs.)	Other Charges if any	GST Rate
1.	Odisha Model Tribal Education Society (OMTES), Adivasi Exhibition Ground, Unit - 1, Bhubaneswar, Pin-751009	Zest/			
		Tigor			
		Swift Dzire			
		Xcent			
		Etios			