

ODISHA BUILDING AND OTHER CONSTRUCTION WORKERS' WELFARE BOARD.  
(OFFICE OF THE LABOUR COMMISSIONER, ODISHA, BHUBANESWAR)

QUOTATION CALL NOTICE

No. 1613 / Dtd. 18-07-2016

QUOTATION FOR HIRING OF VEHICLE

Odisha Building and Other Construction Workers' Welfare Board, Bhubaneswar intends to hire one Indigo/Swift Dzire (A.C.) vehicle on a monthly basis. Interested Travel Agent firms/Taxi and Tour operators/private individuals having valid PAN number/Service Tax Registration No./Commercial Tax (which ever is applicable) may send sealed quotation for providing the vehicle with Driver on a monthly basis for the requirements given below.

Sl. No.	Type of Vehicle	Requirements	Minimum Average Mileage	Maximum Hire charges per month(*) excluding diesel cost
01	Indigo/Swift Dzire	On monthly basis (for local as well as outstation tour inside Odisha) without cost of fuel (Diesel) and lubricants (mobil)	Indigo-15Kmpl (Diesel) Swift Dzire-17Kmpl (Diesel)	Indigo-Rs. 18,000/- Swift Dzire- Rs. 20,000/-

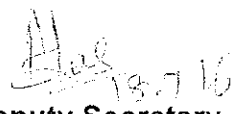
(\*) Service Tax/Commercial Tax would be reimbursed separately over & above the hire charges.

Detail requirement and the terms and conditions are mentioned in the Request for Quotation (RFQ) document can be downloaded from the website- [www.bochboard.labdirodisha.gov.in](http://www.bochboard.labdirodisha.gov.in). The application forms shall be available in the web page from 26.07.2016 onwards.

The deadline for submission of quotation is 5.30 P.M. of 20.08.2016 in the O/o the Odisha Building and other Construction Workers' Welfare Board (Inside the Office of the Labour Commissioner, Odisha, Bhubaneswar), Unit-III, Kharavel Nagar, Bhubaneswar and the quotations will be opened on 22.08.2016 at 11.00 A.M. by the tender Committee.

The quotations received incomplete/after the scheduled date and time shall be rejected. The quotationer or their authorized representative may remain present at the time of opening of quotations.

The authority reserves right to reject any or all the quotations without assigning any reason thereof.

  
Deputy Secretary -cum-  
O.S.D, OB&OCWWB, Bhubaneswar.

**Standard Bidding Document**  
**Government of Odisha**  
**ODISHA BUILDING & OTHER CONSTRUCTION BOARD, Bhubaneswar**  
**Quotation/ Tender Call Notice**

Sealed quotation/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 01 nos. of Indigo/Swift Dzire (A.C.) vehicles having sitting capacity not more than five including driver, which shall conform to the Terms and conditions (Annexure-II) for official use of OB&OCWW Board Department/Office on monthly rent basis:

- 1) The vehicle must be in Road Worthy condition 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 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. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the "OB&OCWW Board, Bhubaneswar" 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 charge be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The Vehicle must achieve fuel efficiency as per specifications mentioned in the quotation call notice.
- 7) The details of the make and year of manufacture of the vehicle, registration no., mileage (Km. 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 completed in all respect should reach the undersigned on or before **20.08.2016** by **5.30 p.m.** only through registered post/speed post/ courier and delivery in person shall not be accepted. The quotation papers shall be opened on **22.08.2016 at 11.00 A.M.** in presence of the bidders or their authorized representatives.

9) The application form of quotation / tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. can be downloaded from the website- [www.bocboard.labdirodisha.gov.in](http://www.bocboard.labdirodisha.gov.in).

**Seal & Signature of  
Quotation/Tender Calling Authority  
Designation**

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 any manner whatsoever. The hires 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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
6. The vehicle 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 reimbursement towards cost of diesel (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.
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 or agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

**Signature of  
Quotation/Tender Calling Authority**

GENERAL INFORMATION FOR HIRING VEHICLES

- 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:-
- 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 Charge of the vehicle per month  
excluding fuel cost :-
- 13) Rate of fuel consumption / Mileage per litre :-
14. Contact Number of the Service provider (Tenderer / Quotationer)  
Mobile \_\_\_\_\_ Telephone \_\_\_\_\_  
E-mail Address:

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

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