

CT & GST CIRCLE, BHUBANESWAR-I, BHUBANESWAR

(Under CT & GST Territorial Range, Bhubaneswar, Finance Department, Govt. of Odisha)

No _____ /CT & GST Dated _____

QUOTATION/TENDER CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing **1 (one) Non-AC/AC Bolero/TUV-300/Sumo-Gold/Ertiga (Preferable complaint Petrol vehicle/BS-IV)** including driver, which shall confirm to the Terms and conditions (Annexure-II) for official use in **Joint Commissioner of CT & GST, Bhubaneswar-I Circle, Bhubaneswar** 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 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/-** (Rupees Five thousand) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Joint Commissioner of CT & GST, Bhubaneswar-I Circle, Bhubaneswar** 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 charge should be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The vehicle must achieve a fuel efficiency of **10 Kms** per litre.
- 7) The details of the make and year of manufacture of the vehicle, registration No, Mileage (Kms covered per liter) 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 vehicle will be stationed inside the same can be utilized as and when required by the Authority of the office for office use.
- 9) The mobile number of the driver so engaged by the successful bidder should be available and open all times, so that, he can be informed during emergency time as and when required by the authority.

- 10) In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- 11) The Quotation completed in all respect should reach the undersigned on or before **15.11.2022** by **2.00 P.M.** and shall be opened on the same day at **4.00 P.M.** in presence of the bidders or their authorized representatives.
- 12) The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with **Joint Commissioner of CT & GST, Bhubaneswar-I Circle, Bhubaneswar** on payment of Rs.100/- from dt.03.11.2022 to 15.11.2022 or can be down loaded from the Commissionerate of CT & GST website <https://odishatax.gov.in> from dt.04.11.2022 to 15.11.2022. In case the application form is downloaded from the website, the applicant shall furnish a Demand Draft for an amount Rs.100/- (Rupees One Hundred) only towards the cost of application along with the application drawn in favour of the **Joint Commissioner of CT & GST, Bhubaneswar-I Circle, Bhubaneswar**

Joint Commissioner of CT & GST
Bhubaneswar I Circle, Bhubaneswar

Memo No. 66395 /CT & GST

Dated. 03.11.2022

Copy of the Quotation/Tender Call Notice along with its enclosures in Annexure-II & III forwarded to the Joint Commissioner of CT & GST (IT), Commissionerate of CT & GST, Odisha, At-Cuttack for information and necessary action. He is requested to host the same in the Commissionerate of CT & GST website <https://odishatax.gov.in> for wide publicity among public.

Copy of the Quotation/Tender Call Notice along with its enclosures in Annexure-II & III forwarded to CT & GST Territorial Range Head, Bhubaneswar and CT & GST Circle Heads, Bhubaneswar II/III/IV, Bhubaneswar/ Notice Board of this office for information and necessary action. They are requested to display the aforesaid notice in their Notice Board for wide publicity among public.



Joint Commissioner of CT & GST
Bhubaneswar I Circle, 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 vehicle will be primarily used in Bhubaneswar-Cuttack city area with occasional trips to other places of Odisha.
2. The hire charges inclusive of taxes are to be paid on monthly basis. The maximum monthly hire charges, excluding taxes is Rs.31,000.00 for the vehicle as per FDOM No.30464/F dated.06.09.2019. Cost of petrol/diesel will be paid separately basing on actual consumption @ 10 KMPL. All other expenditure such as driver's remuneration, routine repair and servicing expenses, replacement of parts/ lubricating oil/ coolants/filter/tyres & tubes/battery etc, break-down/accident repair, etc. will be borne by the vehicle provider. This office will not bear any cost other than monthly hire charges and cost of fuel as per terms and conditions of the tender/agreement.
3. The term of agreement will be upto 31.03.2023 initially from the date of actual engagement and can be extended further subject to satisfactory performance and on mutual consent on the same terms and conditions and subject to approval of the competent authority.
4. The terms and conditions enshrined in the FDOM No.34085/F. dated.29.09.2012 read with FDOM No.27037/F. dated.08.10.2015 and orders issued for the purpose of hiring of the vehicles time to time shall be strictly followed by the selected vehicle owner/service providers, failing which the agreement can be terminated.
5. The vehicle shall report for duty for all working days and also in the holidays as and when required to discharge the official requirement. No advance payment shall be made under any circumstances. If on any day the vehicle becomes unavailable for duty for any reason not relatable to this office it shall be treated as "No Service Day" and pro-rata deduction shall be made for each 'No Service Day' from the monthly bill of the vehicle owner/service provider along with penalty @ 3% for each day subject to maximum 10% of the monthly agreement value.
6. The hired vehicle, during the period of contract, must remain in road-worthy condition with all necessary regulatory and statutory permissions/certificates/ clearances such as Valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Commercial Permit, D.L. of the Driver, etc. as required by the Commerce and Transport Department of the Government. This office shall not be responsible for any damage/loss caused to hired vehicles, loss of life/injury to the vehicle in any manner whatsoever. The vehicle provider shall be responsible for all such litigations.
7. It shall be the responsibility of the vehicle provider to provide a good, well behaved, gentle and obedient driver without having any criminal antecedents and having a valid commercial Driving License. The driver/service provider shall have to furnish an undertaking that the driver engaged do not have any criminal antecedent.
8. The vehicle log book shall be signed by the user of the vehicle for noting daily opening and closing Kilometre readings. The fuel cost will be calculated basing on the actual kilometre run by the vehicle. No fuel shall be provided for to and fro trips of the vehicle from the premises of the vehicle provider to the office premises.
9. In case the selected vehicle cannot be provided for hire service for whatever reasons, the vehicle provider has to provide another vehicle of the same or better model, and in same or better physical condition, at the same terms and conditions and on the consent of this office.
10. Monthly hire charges to the vehicle provider will be paid usually within 10 days from submission of bill by the vehicle provider. GST, TDS shall be deducted at the time of payment, if applicable.

11. GST registration and GeM Registration are compulsory for any service provider to provide hired vehicles to Government offices through GeM or through open bidding.
12. The hired vehicle can not be used for any private/commercial purpose beyond office hours or during holidays and if on any case it is detected the contract can be terminated and penalty @ 5% of the agreement value will be realized/adjusted against the pending claim along with forfeiture of security money.
13. The selected bidders shall furnish security deposits @ 5% of the annual agreement value in the form of BG/NSC/cash deposits, etc. pledged/deposited in favour of the Jopint Commissioner of CT & GST, Bhubaneswar I Circle, Bhubaneswar.
14. If the bidder violates any of the terms of contract/agreements, this office shall forfeit the entire amount of security deposit.



Joint Commissioner of CT & GST
Bhubaneswar I Circle, Bhubaneswar

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 Charges 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.....

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

Seal & Signature of the
Quotationer/Tenderer