



GOVERNMENT OF ODISHA  
HEALTH & FAMILY WELFARE DEPARTMENT

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NOTIFICATION

No. HFW-OE-EST3V-0006-2017 30877 /H

Dated 06-12-2017

Sealed tenders are invited from interesting reputed Travel Agencies/ Tour Operators or private individuals for providing 02 (Two) no. of AC Diesel driven **Indigo/ Maruti Dezire** vehicles having sitting capacity not more than ten including driver, which shall confirm to the following Terms & conditions (**Annexure-I**) for official use in Health & F.W. Department 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 the 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 light 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 D.D.O., Health & Family Welfare Department 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 be quoted separately in the general bid information (excluding fuel and lubricants).
6. The vehicle must achieve a fuel efficiency of **15** (Fifteen) Kms per liter.
7. The details of the make and year of manufacture of the vehicle, Registration No., Mileage (K.Ms. 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 Tender (**Annexure - II**).
8. The Tender completed in all respect should reach the undersigned on or before **20.12.2017 by 3.00 P.M.** and shall be opened on the same day at 4.00 P.M. in presence of the bidders or their authorized representatives.

9. The application form of tender containing General Bid Information & Terms and conditions for hiring of Vehicles etc. will be available with Office Establishment Section of Health & Family Welfare Department on all working days on payment of Rs.100/- from 11.00 A.M. to 5.00 P.M. or can be downloaded from Health & Family Welfare Department Website [http://www.odisha.gov.in/health\\_portal/index.html](http://www.odisha.gov.in/health_portal/index.html) In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount of Rs.100/- (Rupees one hundred) only towards cost of application along with the application.

The authority reserve the right to cancel any or all of the tenders without assigning any reason thereof

Memo No. 30878 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy forwarded to Information and Public Relation Department with a request to take necessary steps for publication of the "Tender Call Notice" in one widely circulated Odiya Dailies for one day at the earliest.

Memo No. 30879 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy along with "Annexure-A" forwarded to all Departments with a request to display the notice in their Notice Board for wide publicity.

Memo No. 30880 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy forwarded to the Head of Odisha State Portal Group, I.T. Center, Odisha Secretariat with a request to display the notice in Government Website.

Memo No. 30881 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy to the Notice Board of Health & Family Welfare Department/ Accounts Section/ Budget Section/ O.E. Section (5 spare copies for Guard File) for information and necessary action.

Memo No. 30882 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy forwarded to Chief Receptionist, Secretariat / Sergeant, Secretariat Security for information.

Memo No. 30883 /H, Deputy Secretary to Government  
Dated: 06-12-2017

Copy along with soft copy is forwarded to Under Secretary, I.T. Department for putting in Government Website for Wide Publicity.

Deputy Secretary to Government

**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 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 hirer shall be responsible for all such litigation.
2. The hire charges to be paid on 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 so that service provision shall not be interrupted.
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 vehicles shall report for duty for minimum of 25 days in a month.

7. In case of emergency, the driver will have a 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 ( 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 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 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 DL of the Driver:
- 12) Proposed hire Charge of the vehicle Per month excluding fuel cost :
- 13) Rate of fuel consumption/Mileage per liter:
- 14) Contact Number of the Service provider: (Tenderer)

Mobile :.....Telephone:.....

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

Seal & Signature of the Tenderer