

OFFICE OF THE REGISTRAR
KHALLIKOTE UNIVERSITY, BERHAMPUR.

No. _____/KU

Dt. _____/17

QUOTATION CALL NOTICE

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or Private individuals for providing 1 (One) no of A.C. Diesel driven vehicle including driver which shall conform to the terms and conditions (Annexure-II) for official use at Khallikote University, Berhampur.

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 (Commercial Taxi) ,Insurance Certificate, fitness Certificate, Valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for 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. He must be well behaved, gently and obedient in nature.
3. A sum of Rs.5,000/- shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn infavour of the Comptroller of Finance, Khallikote University and submitted alongwith the tender/quotation as security deposit. After completion of the tender process, the amount will be refunded to unsuccessful bidders.
4. The maximum monthly rate of hire charge for the Vehicle be quoted separately in the general bid information (excluding fuel and lubricants) as per Govt. of Odisha, F.D. Memorandum No.27037/F dt. 08.10.15 i.e. Indigo-Rs.18,000/- per month with oil efficiency 15kmpl/ Swift Dzire (Petrol) and (Diesel) with monthly rent of Rs.20,000/- with oil efficiency of 14 kmpl and 17 kmpl respectively.
5. The Vehicle must achieve a fuel efficiency of 14 Kms per litre.
6. The General Information about the Vehicle i.e. details of the make and year of manufacture of the Vehicle, registration, mileage (Kms covered per litre) and name of Driver with address, Phone No. Driving licence no. and period of validity should be specifically provided /furnished with the quotation/Tender (Annexure-III)
7. The quotation completed in all respect should reach the undersigned on or before 08.07.2017 by 4 pm and shall be opened by 04.30 pm on the same day in the presence of the bidders or their authorized representatives. The terms and conditions (Annexure-II) and format of providing General Information about Vehicle (Annexure-III) may be downloaded from the website www.khallikoteuniversity.ac.in

Registrar
Khallikote University

Memo No. 734 /KU Dt. 29/6/17

Copy alongwith copy of Annexure-II/III and F.D.O.M.No.27037/F dt.08.10.15 submitted to DEO for information and necessary action. The same may be uploaded in the Website for information of all concerned.

Copy to Accounts Section for information and necessary action.

REGISTRAR

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 hirer 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 vehicles 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 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 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 of 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

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Annexure - III

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.....

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

Seal & Signature of the
Quotationer/Tenderer