

GOVERNMENT OF ODISHA
OFFICE OF THE ENGINEER-IN-CHIEF ELECTRICITY-CUM-
PRINCIPAL CHIEF ELECTRICAL INSPECTOR: ODISHA
UNIT-V, POWER HOUSE SQUARE, BHUBANESWAR
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No: TECH/EC/548-Voll-III/ 1950 /Dated: 10th June 2020.

Quotation / Tender Call Notice

Sealed tenders are invited from interested reputed Travel Agencies / Tour Operators or private individuals having valid and active GST Registration Number for providing 1 (One) Non AC Light Tiago / Celerio or any other similar vehicle which shall conform to the Terms and conditions (Annexure-II) for official use in the Office of the EIC (E) -cum- PCEI, Odisha, Bhubaneswar (hereafter referred as EIC (E) -cum- PCEI (O)) for Energy Conservation Activities.

- 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, Comprehensive Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit / Commercial License, proof of up to date tax payment etc. which are mandatory for plying of vehicle.
- 2) The vehicle shall be required to perform field visits inside the State of Odisha as and when necessary.
- 3) The Driver of the vehicle must have a valid Commercial Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle. Police verification of the deployed driver shall be ensured by the agency.
- 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 **EE(P&M)-cum-DEI**, drawn on any nationalized bank payable at Bhubaneswar and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charge needs to be quoted separately in the general bid information (excluding fuel and lubricants).
- 7) The Vehicle must achieve a minimum fuel efficiency of 17 Kms per litre.
- 8) 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 specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-II).

- 9) The Quotation completed in all respect should reach the undersigned on or before **26.06.2020 by 15.00 Hrs** and shall be opened on the same day at **16.00 Hrs** in the presence of the bidders or their authorized representatives if any. The tenders received beyond the scheduled date and time shall not be entertained.
- 10) The application form of quotation / tender containing General Bid Information & Terms and conditions for Hiring of Vehicle etc. will be available with EE(P&M)-cum-DEI, on payment of **Rs.100/-** (Rupees One hundred) only **From 18.06.2020** or can be downloaded from our website <http://eicelectricityodisha.nic.in/> from **18.06.2020 to 28.06.2020, 1.00 PM**. In case the application form is downloaded from website, the applicant shall furnish a Demand Draft for an amount of **Rs.100/-** (Rupees One hundred) only towards the cost of application along with the application.
- 11) **Submission of the offer and selection.**
The tenderer has to quote only in the bid form as per the enclosed proforma at **Annexure-I**. Quoting in any other form or elsewhere or any other proforma will not be entertained.
- 12) The agency meeting the tender requirements and submitting the lowest monthly rate with minimum of 17 kms per one litre excluding POL shall be awarded the work.
- 13) The initial period of contract is up to February 2021 from the date of agreement.
- 14) After award of the work and before agreement, **the Agency has to submit the original documents of vehicle and the driver**. After verifying **the details, an agreement will be executed** by the selected agency to supply the vehicle. In case the Agency wants to change the vehicle / driver, it is to be approved by the Officer -in- charge. The Agency / Service Provider shall not be allowed to sublet the contract after award of the work.

Sd/-

EIC (E)-cum-PCEI, Odisha.

Memo No. _____ /Dated, Bhubaneswar the

June 2020.

Copy to the Secretary ELBO / S.E. (T&C), STL, Bhubaneswar for information and display in their notice board for widely circulation.

EIC (E)-cum-PCEI & SDA, (O).

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, Comprehensive 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 EIC (E) –cum- PCEI (O) 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 Service Provider / Agency shall be responsible for all such litigation.
2. The Service Provider / Agency must have the capability to provide extra vehicles at a time as and when necessary with same terms and conditions.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, 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 and differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. 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. The agency will comply with all statutory provisions of law and keep office of EIC (E) -cum- PCEI (O), Bhubaneswar informed any amendment of law time to time.
5. 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.
6. 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.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
9. 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.

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 services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. In case the services 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.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
14. The organization will have no liability whatsoever concerning the employees of the Service Provider / Agency or of the owners of the vehicle. The Service Provider / Agency shall indemnify EIC (E) -cum- PCEI (O) against all loss or damage arising out of or in the course of his employing persons or out of his relations with his employees. The Service Provider / Agency shall be directly responsible for any disputes arising between him and his employees and keep the EIC (E) -cum- PCEI (O) indemnified against losses, damage or claims arising thereof including any workmen's compensation.
15. In case of non-fulfillment of any obligations under the contract or law, the EIC (E) -cum- PCEI (O) reserves the rights to withhold payments due to the Service Provider / Agency. The Service Provider / Agency shall at his own expenses carry and maintain such insurance with reputable insurance company / companies as may be required under any law / regulations. The EIC (E) -cum- PCEI (O) shall not be liable for any damages whatsoever to the public property or any third person due to any accident arising out of and in course of deployment of service provider's vehicle.

Sd/-

EIC (E) -cum- PCEI, Odisha.

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 & mobile no 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. GST No of the Service Provider / Agency:-
15. Contact Number of the Service Provider / Agency (Tenderer / Quotationer)

Mobile.....

Telephone.....

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

**Seal & Signature of
Quotationer/Tenderer**