



BERHAMPUR UNIVERSITY

BHANJA BIHAR, BERHAMPUR-760007 (ODISHA)

No. 1000/Vehicle/BU/19

Date: 06.02.2019

TENDER/QUOTATION CALL NOTICE

Sealed Tenders/Quotations are invited from interested reputed Travel Agencies/Tour Operators or Private Individuals having GST registration for providing 01 (one) **Maruti Swift Dezire diesel** driven vehicle with **Driver** to be used by the Chairman, P.G. Council, Berhampur University on monthly rental basis. For General Information and Terms and Conditions, please visit the official website of Berhampur University www.buodisha.edu.in. The filled-in Application Form along with all required enclosures should reach the Registrar, Berhampur University by **3.30 p.m. of 22.02.2019** positively by Speed/ Registered Post only.

Sd/-

Registrar, Berhampur University

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Berhampur University

Tender/Quotation Call Notice

No. 1000 /Vehicle/BU/19

Dt. 06 .02.2019

Sealed Quotations/Tenders are invited from interested reputed Travel Agencies/Tour Operators or Private Individuals having GST registration for providing 01 (One) number of **Maruti Swift Dezire diesel** driven vehicle with driver to be used by The Chairman, P G Council, BU. The firm/individual shall conform to the Terms and Conditions laid down by the University on monthly rent basis.

1. The vehicle must be on 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 ₹. 20,000/- shall be deposited by the intending bidder in shape of account payee Demand Draft/Banker's Cheque drawn in favour of The Comptroller of Finance, Berhampur University payable in SBI, Bhanjabihar (IFSCode:SBIN0002107). This amount would be refunded to the unsuccessful bidders after completion of the process.
5. The monthly rate of hire charges excluding fuel and lubricants be quoted separately in the general bid.
6. The vehicle must achieve a fuel efficiency of 17 Km per Litre.
7. The details of the make and year of manufacture of the vehicle, registration No., mileage 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.
8. The Quotation /Tender completed in all respect should reach the undersigned by Speed/Regd Post only on or before 22.02.2019 at 3:00 PM and the shall be opened on the same day at 3:30 PM in presence of the bidders or their authorized representative.
9. The application form of Quotation/Tender containing General Bid Information & Terms and Conditions for Hiring of Vehicle will be available with the Office of the OIC, Vehicles, BU on any working day between 11:00 AM to 3:00 PM or can be downloaded from the University website www.buodisha.edu.in
10. The undersigned reserves the right to reject any Quotation/Tender without assigning any reason thereof.

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Terms and Conditions for Hiring of Vehicle:

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 vehicle during the 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 valid DL of the Driver available all the times. The University, hiring the vehicle shall not be responsible for any damage/loss caused to the hired vehicle or loss of life/injury made to any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The successful bidder shall be responsible for all such litigations.
2. The hire charges to be paid on monthly basis are final. It does not include the cost of diesel, which is to be paid separately basing on actual consumption as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating Oil of the Engine, Gear Box, Brake system, and differential Coolant, Tyres & Tubes, Battery, etc. will be borne by the selected 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 of the vehicle.
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 the vehicle does not report regularly, the authority will be at liberty to reject the agreement made and 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 requirement of the hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding month as per as possible within fifteen days of submission of bills by the service provider and no advance payment will be made.
9. The vehicle shall not be more than Three years old for the date of initial registration and also in good running condition during the period of contract.
10. The selected bidder should sign in an agreement with the authority of the University prior to providing the service.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. In case the service provider intends to withdraw the services of his/her 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 selected bidder violates any of the terms of the contract, University shall forfeit the entire amount of security deposit.

Sd/-
REGISTRAR, BU.

GENERAL INFORMATION FOR HIRING VEHICLE

1. Registration Number of the Vehicle:
2. Type of Vehicle (AC/Non-AC):
3. Year of Manufacture:
4. Model:
5. Date of Registration:
6. Name and Complete Address of the Owner of the Vehicle:
7. Fitness Certificate validity:
8. Type of Permit and validity:
9. Insurance validity:
10. Name and 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 the cost of fuel and lubricant:
13. Rate fuel consumption / Mileage per litre:
14. Contact Number of the Service provider (Tenderer/Quotationer):
(Mobile No..... , Landline.....)

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

Seal & Signature of
the Quotationer/Tenderer.