

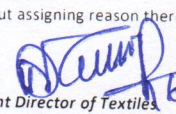
OFFICE OF THE JOINT DIRECTOR OF TEXTILES  
CENTRAL DIVISION, SATYA NAGAR, BHUBANESWAR.  
mail id: jointdirectortextiles@yahoo.in, Tel. No.0674-2572736.

No. 416 /JDTex. Dated the 16.07.2023

**QUOTATION/ TENDER CALL NOTICE.**

Sealed quotation/tenders are invited from interested reputed Travel Agencies/ Tour Operators or Private Individuals for providing 01(one) no. of any type of Petrol Car vehicle preferably Tiago/Bolt /Celerio(Petrol) within the financial limit fixed by Finance Department, Govt. of Odisha in their office Memorandum No. 30464/F dated 06.09.2019 which shall conform to the Terms & Conditions(Annexure-II) for official use in the office of the Joint Director of Textiles, Central Division, 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, Pollution Certificate, valid Contract Carriage Permit, Proof of up-to-date Tax payment etc. which are mandatory for plying of the vehicle.
2. The vehicle should be kept under optimum running condition and avoid accidents attributable to lack of maintenance /upkeep and the hired vehicle cannot be used for any private/commercial purpose beyond office hours or during holidays.
3. GST Registration and GeM registration should be with the Service Provider of the hired vehicle.
4. 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 and the hirer shall be responsible for all the litigation whatsoever.
5. The Driver should be well behaved, gentle and obedient in nature.
6. 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 Director of Textiles, Central Division, Bhubaneswar and to be submitted along with the Quotation / Tender as Security Deposit. After compliance of Quotation / Tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charges is quoted separately in the general bid information (excluding fuel & lubricants) within the financial limit of Rs. 20,000/- per month.
8. The vehicle must achieve a fuel efficiency of 17 KMs per Litre.
9. 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 as per F.D.No.34085/F dated 29.09.2012 (Annexure-III).
10. BS-IV compliant petrol vehicles will be preferred rather than any other vehicle.
11. The agreement will be made with the selected bidder in accordance to the Annexure-A of the F.D. Memorandum No. 30464/F dated 06.09.2019 of Govt. of Odisha.
12. The Quotation completed in all respect should be reach the undersigned on or before 06.10.2023 by 1.00 PM and shall be opened on the same day at 3.30 PM in presence of the bidders or their authorized representatives.
13. The application form for Quotation/ Tender containing General Bid information and Terms & Conditions for hiring of vehicle etc. will be available in this office on payment of Rs. 100/- (Rupees One hundred) only on working days from 11 A.M to 5 P.M or can be down loaded from Directorate of Textiles, Odisha Website [www.textiles.odisha.gov.in](http://www.textiles.odisha.gov.in) or SADHAC, Odisha Website [www.sadhacodisha.org](http://www.sadhacodisha.org). In case the Application Form is downloaded from Website of the Directorate /SADHAC, application shall furnish a Demand Draft for an amount of Rs. 100/- (Rupees One hundred) only towards the cost of application along with the application.
14. The undersigned reserve all rights to accept/cancel any / all bid without assigning reason thereof.

  
Joint Director of Textiles  
Central Division, Bhubaneswar.



# OFFICE OF THE JOINT DIRECTOR OF TEXTILES

CENTRAL DIVISION, SATYA NAGAR, BHUBANESWAR

Mail id : jointdirectortextiles@yahoo.in, Tel No. 0674-2572736

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14. The undersigned reserve all rights to accept/cancel any / all bid without assigning reason thereof.



TERM AND CONDITIONS FOR HIRING OF VEHICLES.

The following term and conditions must 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 M.V 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 vehicles shall not be responsible for any damage/loss caused to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicles any manner whatsoever. The hirer shall responsible for all such litigation.
2. The hire charges to be paid for monthly basis is final but does not include cost of Petrol, which is to be paid separately basing on actual consumption and lubricants as per 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. The Agency shall take comprehensive insurance cover with third party unlimited liability risk of the vehicles detailed for the user department/Office requirement. User shall not be liable for any damages whatsoever to public property and /or any third person due to any accident arising out of and in the course of deployment of service provider's vehicle.
4. The Agency shall be solely responsible for any claims by any third party and/or employees of user department/office travelling in the vehicle for any injuries caused by the driver of the vehicle whether by accident or otherwise.
5. The user department/office will in no way be responsible for violation of traffic rules and/or infringement of any other law for the time being in force, either by the driver of the vehicle or by the service provider. The driver as well as Agency shall comply with relevant rules and regulations of Motor Vehicles Act and Rules applicable at present or in future during the tenure of the contract and as may be enforced from time to time for which user department/office would not be held liable/responsible in any manner whatsoever. Onus of compliance of all the applicable Laws/Acts/Rules including those under Motor Vehicle Acts/Rules shall rest with the Agency only and user/user department/office will not be liable in any manner.
6. The Agency shall be responsible for ensuring compliance with the provisions related to Labour Law and especially Minimum Wages Act Payment of Wages Act, PF, ESI Act, Payment of Bonus Act, Contract Labour(R&A) Act, Workmen Compensation Act. Etc as applicable from time to time. The employees of the Agency shall not be deemed to be employees of the user department/office and hence the compliance of the applicable acts laws will be the sole responsibility of the Agency
7. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the bidder.
8. 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.
9. 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.
10. The vehicles shall report for duty for minimum of 25 days in a month.
11. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.



Service Provider Agreement

- 1 This Agreement is made on this \_\_\_\_ day of \_\_\_\_ (month \_\_\_\_ year on the orders of Government of Odisha by and between the "Principal" \_\_\_\_ O/o the Joint Director of Textiles, Central Division, Bhubaneswar and Service Provider " Name having its registrar office (details address) herein offer called agency which expression shall unless excluded by or repugnant to the context be deemed to include its successors and assigns herein after described as 2<sup>nd</sup> party.
- 2 Whereas the Principal is desires of engaging the Agency to provide vehicle on hiring basis and the Agency is agreed to provide the Vehicle as its service provider with the term and condition mentioned hereinafter.
- 3 Whereas the Agency is the owner of a make and model of motor vehicle of the following description : Registration No. \_\_\_\_ Model \_\_\_\_: Chassis No. \_\_\_\_ Engine No. \_\_\_\_ Color \_\_\_\_: Year of Manufacture \_\_\_\_
- 4 Whereas the Service Provider having PAN NO. \_\_\_\_ and GST No. \_\_\_\_ which are valid on this date.
- 5 **RENTAL**  
The motor vehicle is hereby hired for one year at the rate of \_\_\_\_ per month (excluding GST) payable monthly and the mileage of the vehicle which will be governed as per the Finance Deptt. O.M.No. \_\_\_\_ dated \_\_\_\_ the contract will be renewed subject to satisfaction of the Principal.
- 6 The Agency shall only provide vehicle which have the comprehensive insurance
- 7 Agency to ensure that all maintenance work related to assigned vehicle shall be carried out in off duty hours.
- 8 Agency shall ensure that the vehicle should be parked at the place as advised by the principal and should be available when not in duty.
- 9 Driver that possess a valid commercial driving license shall be deployed by the agency
- 10 The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty. In such event user department shall have full right to terminate the contract with immediate effect.
- 11 Driver must be provided a working mobile phone and contact number be provided to user department.
- 12 The driver shall be reachable at all times during duty hours.
- 13 Gossiping with the guests and using mobile phone during driving is not allowed .In case of urgency, driver should park the vehicle with permission from the user and talk in the mobile to the minimum duration.



### 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 Proof of up to date Tax paid with validity :-
  - 10 Insurance Validity :-
  - 11 Pollution under Control Certificate :-
  - 12 Name /Address of the Driver :-
  - 13 D.L. No. & Validity of the D.L. of Driver :-
  - 14 (a) Proposed hire charges of the vehicle per month  
(Excluding cost of fuel & lubricants) :-  
(b) Proposed hire charges of the vehicle per day  
((Excluding cost of fuel & lubricants) :-
  - 15 Rate of fuel consumption / mileage per litre :-
  - 16 Fuel used (Petrol/ Diesel) :-
  - 17 Contact details of the Service provider (Quotationer)  
Mobile No.\_\_\_\_\_Telephone No.\_\_\_\_\_E-mail ID\_\_\_\_\_
  - 18 Contact details of the Driver  
Mobile No.\_\_\_\_\_Telephone No.\_\_\_\_\_E-Mail ID\_\_\_\_\_
- Certificate that the information submitted above is true to the best of my knowledge and belief.

Seal & Signature of the  
Quotationer



**Security Deposit & Document Deposit Particulars**

**(DETAILS OF SECURITY DEPOSIT & DOCUMENTS SUBMITTED ALONG WITH  
QUOTATION)**

1. Security Deposit amount

Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

(In shape of Deposit Receipt from Nationalized Bank/NSC/KVP duly pledged in favour of the Joint Director of Textiles, Central Division, Bhubaneswar)

Pledged date \_\_\_\_\_ valid up to \_\_\_\_\_

Bank /Post Office \_\_\_\_\_

Branch \_\_\_\_\_

2. GST Clearance Certificate

3 Pan Card

4 For the cost of Quotation documents

Money Receipt No. \_\_\_\_\_ -Dated \_\_\_\_\_ Issued By \_\_\_\_\_

Demand Draft No. \_\_\_\_\_ Dated \_\_\_\_\_ Issued By \_\_\_\_\_

Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only

Signature of the Quotationer  
(Date, full name, Designation & Seal)

Sd/-  
Joint Director of Textiles  
Central Division, Bhubaneswar