

**STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING,
UNIT-VIII, NEAR RAJ BHAWAN, ODISHA, BHUBANESWAR-12.**

No.4712 / Dtd.27.11.2018

QUOTATION CALL NOTICE FOR HIRING OF VEHICLE

Sealed Quotations are invited from interested reputed Travel Agencies/Tour Operators having valid PAN & GST Registration Number for providing AC/Non-AC vehicles i.e. Indica, Indigo, Travera, Bolero for different activities including examinations and confidential activities of the council throughout the State. The quotations shall confirm to the terms and conditions **(Annexure-A)** on hour/mileage basis. The last date of the receipt of the quotations is 07.12.2018 upto 2PM and will be opened at 4PM on the same day in the conference hall of SCTE&VT, Odisha, Bhubaneswar.

For details please visit Council Website: **sctevtodisha.nic.in**

Sd/-
Vice-Chairman

TERMS & CONDITIONS FOR HIRING OF VEHICLES

1. The vehicle must be on-road worthy condition and shall not be of 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, yellow number plate etc., which are mandatory for plying of vehicle.
2. The Driver of the vehicle must have a valid Driving License with mobile phone.
3. The Driver should be well behaved, gentle, obedient and painstaking with knowledge of different routes all over Odisha.
4. The vehicle should have comprehensive insurance and fitness as per the Odisha Motor Vehicle Rules.
5. Quotations are to be submitted within the due date along with a non-refundable demand draft of Rs 1000/-(Rupees One Thousand) only in favour of Vice-Chairman, SCTE&VT, Odisha, towards cost of Quotation Paper.
6. A sum of Rs 40,000/-(Rupees Forty Thousand) only shall be deposited in the shape of A/C Payee Bank Draft in favour of the Vice-Chairman, Odisha payable at Bhubaneswar as EMD, which will be refunded to the unsuccessful bidders without interest after completion of tender process. In respect of successful bidders, the EMD will be converted into Security deposit.
7. Incomplete quotations and/or quotations without EMD shall be rejected.
8. No. of vehicles required during different examinations conducted by the council at various centres all over the state and for other purpose will vary from examination to examination depending on actual requirement.
9. The agencies should comply with RTA and State Government Rules & Regulations etc. Any breach of these rules shall be at the complete risk of the travel agency/bidders. The undersigned shall, in no way, be responsible for any damage/loss/incident occurred during the travel/journey and expenditure incurred to that effect shall be borne by the bidder.
10. The starting point of all the vehicles shall be from SCTE&VT, Odisha, Bhubaneswar to their different destinations and back.
11. Multiple bids from any Travel Agency/Tour Operator will not be acceptable and will be outrightly rejected.
12. A. The bidders shall quote their rates for hiring the above vehicles for AC and Non-AC Diesel driven only along with signed copies of terms and conditions.
B. The quoted rates shall be submitted in the format given below failing which the same will not be entertained.

Type of Vehicle	AC/ Non-AC	Rate per K.M.	Local/ One hour/ 10 K.M.	Detention charges per hour	Night halt charges from 10 PM to 6 AM (if the vehicle does not move)	Any other charges to be specified by the Bidders
As per Example: Indica/Indigo and so on						

13. Vehicle covering below 200 KM in a day (during the period from 6AM to 10PM) shall be billed as per local charges. Minimum period of hiring on local journey shall be 3 hours/30K.M.

14. GST as applicable shall be paid extra.
15. Toll fee/Parking fee paid during journey is reimbursable on production of documentary evidence with the bills.
16. The contract shall remain valid usually for a period of one year from the date of issue of work order and may be canceled at any time before one year at the discretion of the Council.
17. In no case, the rate will be revised during the period of contract with the revision of the cost of fuel.
18. The Council will not be held responsible for any legal disputes in connection with the vehicle/owner or any other accident and the agency will remain liable for any loss/damage caused due to negligence of the driver.
19. In case of breakdown of the vehicle enroute, the agency shall replace the vehicle immediately.
20. The penalties as will be decided by the Council shall be imposed on the agency for not providing vehicles in time, misbehavior of diver or for not providing substitute vehicle when required.
21. The Bill is to be submitted within 10 days from the date of journey.
22. The payment will be made within 20 days on submission of bill in duplicate along with GST Clearance Certificate from the competent authority after satisfactory completion of the work.
23. Payment is subject to ITDS as per the Income Tax Rules prevailing at that time.
24. Copies of valid GST Registration Certificate, IT Clearance certificate and copy of PAN card shall be furnished along with the quotation, failing which, the quotation will be rejected and the original of the above documents shall be produced before execution of work order, if desired.
25. The sealed quotations shall be submitted in a sealed cover super scribing on the top "**Quotations for Hiring of Vehicles**" addressed to the Secretary, SCTE&VT, Odisha, Unit-8, Bhubaneswar-12 through Speed post/ Registered Post/ by hand. The last date for receipt of the quotations at SCTE&VT, Odisha is 07.12.2018 upto 2PM and shall be opened on same day at 4PM in the conference hall of SCTE&VT, Odisha, Bhubaneswar. The authority will not be held responsible for any postal delay. The quotationer or his authorized representative may remain present at the time of opening of the quotations.
26. The performance records/work experience for execution of similar jobs for the last three years, if any, shall be enclosed with the quotation.
27. The undersigned reserves the right to reject all or any quotation without assigning any reason thereof.
28. Other conditions if any (to be furnished by the Quotationer).

Accepted the terms and conditions as indicated above.

Seal and Signature of the
Quotationer

Date:

Contact No.