

Notice No. 676/24

Date: 19/09/2024

TENDER CALL NOTICE

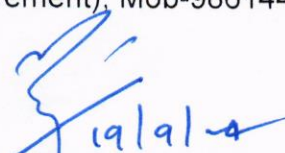
HIRING OF TRAVEL AGENCY/TOUR OPERATOR/PRIVATE INDIVIDUAL FOR PROVIDING VEHICLE ON MONTHLY BASIS TO ODISHA LIVELIHOODS MISSION, DEPARTMENT OF MISSION SHAKTI

Odisha Livelihoods Mission (OLM), Mission Shakti Department, Govt. of Odisha invites sealed Tenders from eligible travel agencies/ Tour Operators/ Private Individuals to provide **petrol driven 5 numbers vehicles** having sitting capacity not more than 5 (including driver) on Monthly basis to Odisha Livelihoods Mission, Bhubaneswar. Bidders fulfilling the prescribed eligibility criteria of the tender can access and download the complete bid Document and other details from <https://missionshakti.odisha.gov.in/>

The bid calendars under the end-to-end process are:

Sl. No.	List of Key Events	Critical Dates
1	Date of Issue of tender	18 th September '2024
2	Last Date for Submission of Bid	4 th October '2024, 4:00 P.M.
3	Date of Opening of Bid	4 th October '2024, 4:30 P.M.

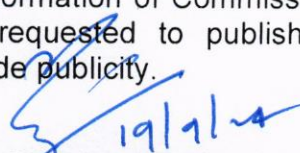
The proposal complete in all respects must reach at **State Mission Director, Odisha Livelihoods Mission, SIRD & PR Campus, Unit-VIII, Bhubaneswar-751012** by Speed Post/ Registered Post/ Courier only latest by **4th October '2024, 4:00 P.M.** in a sealed envelope clearly mentioning on the top of it " **Hiring of Travel Agency for providing Vehicle on Monthly basis to Odisha Livelihoods Mission, Department of Mission Shakti** ". The proposals received beyond the last date and time will be rejected. The authority reserves the right to reject any/ all proposals without any reason thereof. For any further clarification bidders may contact Shri Durga Prasad Panda, Project Executive (Procurement), Mob-9861442151.



**State Mission Director
Odisha Livelihoods Mission**

Memo No: 677/24 Date: 19/09/2024

Copy to Joint Secretary, Department of Mission Shakti, for kind information of Commissioner cum Secretary, Department of Mission Shakti. Further, it is requested to publish the advertisement in the website of Department of Mission Shakti for wide publicity.



**State Mission Director
Odisha Livelihoods Mission**



Odisha Livelihoods Mission

Department of Mission Shakti, Government of Odisha
SIRD & PR Campus, Unit-VIII, Bhubaneswar-751012, Odisha
Tel: (0674) 2560166/2560126, E-mail: smmu.olm@gmail.com



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HIRING OF TRAVEL AGENCY/TOUR OPERATOR/PRIVATE INDIVIDUAL FOR PROVIDING VEHICLE ON MONTHLY BASIS TO ODISHA LIVELIHOODS MISSION, DEPARTMENT OF MISSION SHAKTI

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-Sd-
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Odisha Livelihoods Mission

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State Mission Director
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TENDER CALL NOTICE

FOR

**HIRING OF T TRAVEL AGENCY/TOUR OPERATOR/PRIVATE INDIVIDUAL FOR
PROVIDING VEHICLE ON MONTHLY BASIS TO
ODSIHA LIVELIHOODS MISSION, DEPARTMENT OF MISSION SHAKTI**

**Odisha Livelihoods Mission,
SIRD & PR Campus, Unit-VIII, Bhubanswar-12
Department of Mission Shakti**

1. Bidders Eligibility:

- I. The service provider shall have a valid OGST registration to participate in the tendering
- II. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
- III. 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. mandatory for plying of vehicle.
- IV. A sum of Rs. 1180/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of Odisha Livelihoods Mission-NRLM, payable at Bhubaneswar which will be submitted along with the tender as bid processing fee (nonrefundable).
- V. A sum of Rs. 50,000/- shall be deposited by intending bidders in the form of an Account Payee Bank Draft drawn in favor of Odisha Livelihoods Mission-NRLM, payable at Bhubaneswar. This draft must be submitted along with the tender as a security deposit. After the completion of the tender process, the amount will be refunded to unsuccessful bidders. The security deposit of the successful bidder will be returned without interest upon the successful completion of the agreement.
- VI. The Vehicle must achieve a fuel efficiency of 17 KM per litre.
- VII. The details of the make and year of manufacture of the vehicle, registration no., mileage (Km covered per litre) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Tender.
- VIII. Undertaking that firm is not debarred / blacklisted by Government/ Govt. Agency.

2. 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 a monthly rent basis to Odisha Livelihoods Mission.

- i. The hired vehicle, during the period of contract, shall have all necessary valid MV documents such as: - valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution 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 vehicle 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 vehicle in any manner whatsoever. The hirer shall be responsible for all such litigation.
- ii. The hire charges to be paid on a monthly basis are final but do not include the cost of petrol, which is to be paid separately based 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.
- iii. The number of vehicles required may increase or decrease as per the requirement of OLM. Which will be intimate to agency during the contract period if required.
- iv. 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.
- v. 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.
- vi. The Driver should be well behaved, gentle and obedient in nature.
- vii. 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.
- viii. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage the vehicle from other sources.
- ix. The vehicle service will be for Twenty-four hours in a day as per the requirement during the contract period.
- x. The vehicle with driver must remain present in the headquarters.
- xi. The Vehicle must achieve a minimum fuel efficiency of 17 kms per litre.
- xii. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
- xiii. The Driver of the vehicle will maintain a log book towards day-to-day movement of the vehicle and produce the same duly authenticated by the officials using the vehicle in this office of Department of Mission Shakti for verification as and when required.
- xiv. Monthly hire charges and reimbursement towards cost of Petrol as per actual and lubricants (as per Govt. norms) of the vehicle will be paid by the First Party in every succeeding month as far as possible within one month of the submission of bills along with production of Log Book, authenticated by officers using the vehicle, by the vehicle owner by e-transfer to the Account of the Second Party and no advance payment will be made, on any account.
- xv. The vehicle shall not be more than 3 years old from the initial registration and also in good condition during the period of contract.

- xvi. The vehicle will be hired for a period of two years from the date of the agreement, subject to satisfactory service during the contract period. In case of satisfactory service during the period of the contract, the Authority may consider availing the services for the subsequent year on similar terms & conditions.
- xvii. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
- xviii. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit if any.
- xix. The bidder quoting the lowest hiring charges will be considered as the lowest bidder. In the event of a tie in the lowest bid price, a lottery will be held for the final selection.
- xx. If the L1 bidder fails to provide the vehicles on requisition by the department in future, then the department may ask the L2 bidder to provide the Hired Vehicle at the L1 price.
- xxi. The Tender received after the due date and incomplete shall summararily be rejected
- xxii. The authority has the right to reject or accept any/all Tender without assigning any reason thereof.
- xxiii. Any legal dispute shall be applicable subject to the Jurisdiction of Bhubaneswar.

Sd/-
State Mission Director
Odisha Livelihoods Mission

Annexure-I

GENERAL INFORMATION OF BIDDER

1.	Name of Bidder. (In Capital letters)	
2.	Details of name of the firm and address (Registered Office and Operating Branch)	Office: - Residence:- Mobile :- e-Mail I.D.:
3.	Details of amount towards paper cost.	Rs. 1180/- D.D. / B.C. No Date: Drawn on Bank.....
4.	Details of amount of Security Deposit	Rs. 50000/- D.D. / B.C. No Date: Drawn on Bank.....
5.	OGST Registration No. (Photo copy must be attached)	
6.	GeM Registration Number (Photo copy must be attached)	
7.	Undertaking that firm is not debarred / blacklisted by Government/ Govt. Agency.	

DECLARATION

1. I Son / Daughter / Wife of Shri..... Proprietor / Partner / Director / authorized signatory of the Service Provider mentioned above that I am competent to sign this declaration and execute these tender documents.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information / documents furnished along with the above application are true & authentic and to the best of my knowledge and belief. I / we do hereby undertake that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law.

Place:
Date:

Signature of Authorized person
Full Name:
Seal:

Annexure-II

Detail information of vehicle registered in the name of the bidders

Sl.No	Make & Model of Vehicle (AC vehicles within 3 years old)	Year of manufacturing	Year of registration	Vehicle registration No	Insurance no and validity details
1					
2					
3					
4					
5					

(Copy of the RC & Insurance of commercial vehicle model within 3 years old to be enclosed along with)

Place:

Date:

Signature of Authorized person

Full Name:

Seal:

Annexure-III

FINANCIAL BID

PROVIDING OF VEHICLES ON MONTHLY BASIS

Description (Petrol driven vehicle)	Minimum average mileage in Km / Per Ltr.	Tentative nos of Vehicle Required	Monthly Rent excluding fuel & lubricant per vehicle (Rs.) to be quoted by the agency	Total cost Excluding GST (In Rs.)
Tiago/ Celerio/Bolt or same model and segment	17	4		
Zest/Tigor/ Swift Dzire/ Xcent/Etios or same model and segment	17	1		
Total Cost for 5 nos. of vehicle per month (In words_____				

*The monthly hire charges should not exceed the maximum limit as fixed by finance Deptt vide O. M. No. 22924/F; Dt. 14.08.2023

*The requirement of monthly vehicle may be differ time to time. Authority reserve rights to increase or decrease the vehicle requirements.

Note: GST will be paid extra as applicable and will not be taken into account for evaluation.

We agree to the terms and conditions and rates mentioned in the quotation for the period as per the contract from the date of signing of the contract/receipt of the purchase order from OLM and also agree that the price will remain unchanged during that period.

Place:

Date:

(Signature & Seal of the Authorized Signatory)