



**STATE YOUTH WELFARE BOARD, ODISHA**  
**C-1, Nayapalli, Bhubaneswar – 751012**

No. 177 / SYWB, Bhubaneswar Date 07/07/2020 ,

## Quotation/ Tender Call Notice

Sealed Quotation/Tender are invited from Travel agencies/Tour operators or private individuals for providing Non AC/AC Diesel driven Bolt/Celerio/Hyundai Xcent/Tata Tiago/Tata Zest/Suzuki Dzire/Swift Dzire/Etios/Chevrolet Beat/Honda Amaze/Innova/Hexa/Xuv 500/ Ciaz/Honda City(Petrol) etc. vehicles including driver for use of the State Youth Welfare Board, Odisha, Bhubaneswar on call basis. The Tender document containing the details Terms & Conditions can be downloaded from website [www.sportsodisha.gov.in](http://www.sportsodisha.gov.in). The Tender document complete in all respect should reach the undersigned on or before **24.07.2020** by 2.00 P.M. and shall be opened on the same day at 3.00 P.M. in presence of the bidders or their authorized representatives.

  
**Joint Secretary,**

**State Youth Welfare Board, Odisha**

Memo No. 178 /SYWB, Bhubaneswar Dated. 07/07/2020 ,

Copy to Notice Board of Sports & Youth Services Department for information of general public.

  
**Joint Secretary,**

**State Youth Welfare Board, Odisha**

Memo No. 179 /SYWB, Bhubaneswar Dated. 07/07/2020 ,

Copy to I.T. Section of Sports & Youth Services Department for uploading the same in Department website for information of all concerned.

  
**Joint Secretary,**

**State Youth Welfare Board, Odisha**

**STANDARD BIDDING DOCUMENTS**  
**TENDER CALL NOTICE**

01. Sealed quotations/tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 04. nos. of Non AC/AC Diesel driven Bolt/Celerio/Hyundai Xcent/Tata Tiago/Tata Zest/Suzuki Dzire/Swift Dzire/Etios/Chevrolet Beat/Honda Amaze/Innova/Hexa/Xuv 500 Ciaz/ Honda City (Petrol) etc. vehicles having sitting capacity not more than five including driver, which shall conform to the Terms and Conditions (Annexure-II) for official use in State Youth Welfare Board on monthly rent basis.
02. 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, valid Contract Carriage Permit, proof of up to date tax payment etc. which are mandatory for plying of vehicle.
03. 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.
04. The Driver should be well behaved, gentle and obedient in nature.
05. A sum of Rs. 10,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Joint Secretary, State Youth Welfare Board and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
06. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
07. The Vehicle must achieve a fuel efficiency of 17 Kms per litre and minimum fuel efficiency of 9 kms per litre for Innova/ Hexa/Xuv 500 & 12 kms for Ciaz/ Honda City (Petrol) vehicle.
08. 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-III)
09. The Quotation completed in all respect should reach the undersigned on or before 24.07.2020 by 02.00 P.M. and shall be opened on the same day at 03.00 p.m. in presence of the bidders or their authorized representatives.



10. Up to date GST clearance certificate and GeM Registration are mandatory for the bidders.
11. Monthly running of kilometers for the vehicle shall be considered as per FD office memorandum vide No.30464/F dtd.06.09.2019.
12. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available for download in this Department Website [www.sportsodisha.gov.in](http://www.sportsodisha.gov.in) from Dt. 09.07.2020 to Dt. 24.07.2020. The applicant shall furnish a Demand Draft for an amount Rs. 100/- (Rupees One Hundred) only towards the cost of application along with the application.
13. The State Youth Welfare Board reserves the right to reject any bid or to cancel the entire tender without assigning any reason whatsoever.
14. The authority may hire more vehicle at the agreed cost as reflected in order, if required.
15. All disputes relating to the contract is subject to the jurisdiction of Sub-Judge Court at Bhubaneswar.
16. The Authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.



**Joint Secretary, SYWB**

**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.

01. The hired vehicles, during 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 D.L. of the driver available all the times. The Department shall not be responsible for any damage/loss caused to hired vehicles or loss of life/injury made to any person or damage any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
02. The hire charges to be paid for monthly basis is final but does not include cost of diesel, 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 & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
03. 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.
04. 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.
05. 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.
06. The vehicle shall report for duty for minimum of 25 days in a month.
07. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
08. 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 par as possible within fifteen days of the submission of bills by the service provider and no advance payment.
09. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. In case the service 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.
12. If the bidder violates any of the terms of contract, State Youth Welfare Board shall forfeit the entire amount of security deposit.

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13. The selected agency may also be required to provide different type of vehicles on daily basis as and when needed and the agency shall have to provide the same at the existing market price (Less than OTDC price).
14. It is the onus of the travel agency/supplier of the vehicle to ensure that the vehicle hired by the State Youth Welfare Board on monthly rental basis should not be otherwise used for any private purpose/tour/travel on any Govt. holidays under any circumstances and the State Youth Welfare Board shall not be responsible for any mishap happening on such use for the vehicle for any private purpose on any such holidays. If it is brought to the notice of the Board that the said vehicle is being put to use for private purpose on holidays then the Board shall have rights to terminate the contact forthwith.



**Joint Secretary, SYWB**

**GENERAL INFORMATION FOR HIRING VEHICLES**

01. Registration No. of Vehicle :
02. Type of Vehicle (AC/Non-AC) :
03. Year of Manufacture :
04. Model :
05. Date of registration :
06. Name & complete address of the owner of vehicle :
07. Fitness Certificate validity :
08. Permit validity :
09. 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 :
13. Rate of fuel consumption/Mileage per litre :
14. Contact Number of the Service Provider  
Mobile :  
Telephone :

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

**Seal & signature of the  
Quotationer/Tenderer**