

OFFICE OF THE DIVISIONAL LABOUR COMMISSIONER: JHARSUGUDA

No.....06..... / Dated.....07/01/2025...

QUOTATION / TENDER CALL NOTICE

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing 01 (One) no. of Non AC Petrol / Diesel driven Tiago / Bolt / Celerio etc. vehicles having sitting capacity not more than 05 including driver, which shall conform to the Terms and Conditions (Appendix-A) for official use in office of the Divisional Labour Commissioner, Jharsuguda under Odisha Building and Other Construction Workers Welfare Board, Jharsuguda on monthly rent basis.

1. The service provider shall have a valid OGST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. 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.
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.
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 District Labour Officer (Welfare), Jharsuguda and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
8. The vehicle must achieve a fuel efficiency of 17 Km per litre.

9. 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 Quotation / Tender (Appendix-B).
10. The Quotation completed in all respect should reach the undersigned on or before 22.01.2025 by 2.00 P.M. and shall be opened on the same day at 4.00 P.M. in presence of the bidders or their authorized representatives.
11. The application form of quotation / tender containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc. will be available with District Labour Officer (Welfare), Jharsuguda, office of the Divisional Labour Commissioner, Jharsuguda on payment of Rs.100/- (Rupees One Hundred) only from 10.00 A.M. to 5.00 P.M. or can be downloaded from Jharsuguda district. Website www.jharsuguda.nic.in from date 08.01.2025 to date 22.01.2025. In case the application form is downloaded from district website, 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.


District Labour Officer (Welfare),
Jharsuguda

Memo.....07..... / Dtd.....07/01/2025

Copy to the DIO, NIC, Jharsuguda for information and necessary action. He is requested to hoist quotation call notice in the Jharsuguda district website.

Copy to Office Notice Board for information of General Public.


District Labour Officer (Welfare),
Jharsuguda

Memo.....08..... / Dtd.....07/01/2025

Copy to the Deputy Collector (G&M), Collectorate, Jharsuguda / RTO, Jharsuguda for information. They are requested to make publication of the Quotation Call Notice in their office Notice Board for wide publication.


District Labour Officer (Welfare),
Jharsuguda

Terms & Conditions

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 vehicles, during period of contract, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Pollution 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.

2. The Department / Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.

3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basing on actual consumption and 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.

4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.

5. 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.

6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.

7. The vehicles shall report for duty for minimum of 25 days in a month.

8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.

9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.

- 10. 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.
- 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 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 bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Handwritten signature in blue ink, appearing to be 'Jah', with the date '21/11/25' written below it.

Seal & Signature of
Quotation/Tender Calling Authority

Designation