



OFFICE OF THE
PRINCIPAL CHIEF CONSERVATOR OF FORESTS, KENDU LEAVES, ODISHA
G/D 2/22, FLOOR, ARANYA BHAWAN, CHANDRASEKHARPUR, BHUBANESWAR, PIN-751023
Contact Phone No. 0674-2300916

NOTICE NO. 40 / 3 KL (WFA) 07/2017. Dated 15.03.2017.

SHORT TENDER NOTICE FOR HIRING OF PRIVATE VEHICLES

Sealed Tenders are invited from interested Vehicle Owners/ Travel Agencies for providing Scorpio / Bolero / Mahindra Max Models of Vehicles (Number, Duration and places of engagement mentioned in the tender document) for official use on hiring at different places within the State of Odisha on terms and conditions mentioned in the Standard Bidding Document. Detailed terms and conditions can be downloaded from the website:- www.odishaforest.in or www.odishakenduleaves.com. The last date of submission of Tender at respective Head of offices where Vehicle is to be engaged is 31.03.2017 up to 5.0 pm to be opened on 03.04.2017 at 11.0 am.

S/w
15.03.17
Principal Chief Conservator of Forests,
Kendu Leaves, Odisha



STANDARD BIDDING DOCUMENT
OFFICE OF THE
PRINCIPAL CHIEF CONSERVATOR OF FORESTS, KENDU LEAVES, ODISHA
G/D 2/22, FLOOR, ARANYA BHAWAN, CHANDRASEKHARPUR, BHUBANESWAR, PIN-751023
Contact Phone No. 0674-2300916

TENDER CALL NOTICE FOR HIRING OF VEHICLE

(This is composite tender call notice. Please be advised that tender offers will be received at different office of Kendu Leaves Organization as specified herein)

Sealed tenders are invited from interested Vehicle Owners / Travel Agencies etc. for providing diesel run Bolero and Mahindra Max models of Vehicles for official use on hiring basis at different places within the State of Odisha on terms and conditions mentioned in this Standard Bidding Document so as to reach the respective offices as mentioned below on or before 31.03.2017 up to 5.0 pm through registered/Speed Post/Courier Service and can also be dropped in the Tender Box placed in the respective offices. The Standard Bidding Document and terms and conditions etc. can be downloaded from the website:- www.odishaforest.in or www.kenduleavesorissa.com. The Tenders will be opened in the respective offices as mentioned below at 11.0 am of 03.04.2017. The no. of vehicles with model/type required to be hired by different offices are as specified below.

Sl. No.	Head of Offices	Number and Model / Type of vehicles to be hired.	
		Scorpio (diesel) AC	Bolero Mahindra Max (diesel) non-AC
1	DFO, Angul (KL) Division	02 (1-Use for CCF KL Cuttack)	11
2	DFO, Athmallik (KL) Division	01	7
3	DFO, Boudh (KL) Division	01	4
4	DFO, Keonjhar (KL) Division	01	7
5	DFO, Phulbani (KL) Division	01	5
6	DFO, Sambalpur (KL) Division	02(1-Use for CCF KLSambalpur)	10
7	DFO, Rairakhol (KL) Division	01	4
8	DFO, Deogarh (KL) Division	01	5
9	DFO, Kuchinda (KL) Division	01	6
10	DFO, Jharsuguda (KL) Division	01	4
11	DFO, Rourkela (KL) Division	01	7
12	DFO, Bolangir (KL) Division	02(1-Use for CCF KLBolangir)	5
13	DFO, Patnagarh (KL) Division	01	6
14	DFO, Padampur (KL) Division	01	5
15	DFO, Titilagarh (KL) Division	01	7
16	DFO, Bh.Patna (KL) Division	01	5
17	DFO, Khariar (KL) Division	01	2
18	DFO, Jeypore (KL) Division	01	5
19	DFO, Nabarangpur (KL) Division	01	3

NB: The tender offers shall be submitted to the offices as mentioned above. The number of vehicles indicated above is subject to change as per discretion of the authorities. The details of offices where tender will be submitted and processed are given in the Annexure-I.

Terms and Conditions for Hiring of Vehicles.

The following terms and conditions must be fulfilled by the successful bidders for providing vehicles on hire on monthly rent basis.

1. The tender document can be downloaded from the website:- www.kenduleavesorissa.com.
Tender inviting authority reserves the right of accepting or rejecting one or more tender offer (s) or cancelling the tender without assigning any reason thereof.
2. The Bolero / Mahindra Max vehicles will be engaged for a period from 9 months to 1 year in all divisions except Jeypore (KL) and Nabarangpur (KL) Divisions where the vehicles will be engaged for a period of 6 months.
3. Vehicles will ordinarily be deployed within the jurisdiction of respective officers and may sometime be deployed elsewhere within the State.
4. The vehicles must be in Road Worthy conditions, 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 vehicles.
5. The drivers of the vehicles must have valid Driving Licences for driving light transport passenger vehicles and should be sufficiently experienced in driving transport vehicles.
6. The drivers should be well behaved, gentle and obedient in nature.
7. A sum of Rs. 5,000/- for each vehicle for which rate is quoted, shall be deposited by the intending bidders towards tender security in shape of Account Payee bank Draft drawn in favour of the concerned officer as mentioned in the column-2 of the above table. After completion of tender process, the amount will be refunded to unsuccessful bidders. In case of successful tenderers, the tender security will be converted into Performance Security. The performance Security or Security Deposit is liable for forfeiture in full or part on violation of terms and conditions or on default to placing vehicles on being successful bidder.
8. The monthly rate of hire charge is to be quoted separately in the general bid information (excluding fuel and lubricants)-Annexure-II.
9. The Vehicle must achieve the following fuel efficiency in terms of Kms per litre.

Sl. No.	Model make of Vehicles	Fuel efficiency (Minimum Average mileage in Kms. per litre)
1	Mahindra Scorpio	10 or above Kms. per litre.
2	Bolero / Mahindra Max (Diesel) non-AC	10 or above Kms. per litre.

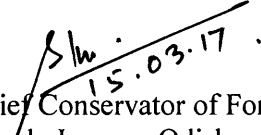
The tenderers quoting higher fuel efficiency i.e. more number of kilometres per litre of fuel consumption will be taken into consideration along with the quoted hiring charges for deciding the cost effective tender offers. Other criteria and terms and conditions will also be applicable for the same. Therefore, all such offers must fulfil the criteria as laid down in the terms and conditions, of this tender document.

10. The details of the make and year of manufacture of the vehicles, registration nos., mileage (Kms. covered per litre) and name of the Drivers with Driving License Nos. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-II). The General Information for hiring vehicles (Annexure-II) along with Account Payee Bank Draft of Rs.5000/- as stated in Clause : 7 above will be submitted separately for each vehicle for which rate is quoted.
11. The tender document completed in all respect should reach the concerned officers on or before 31.03.2017 by 5.0 pm and shall be opened on 03.04.2017 at 11.0 am in their respective offices.
12. The application forms of quotation/ tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. can be downloaded from Kendu Leaves Organization website:- www.kenduleavesorissa.com.
13. All the stipulations and terms and conditions of tender document and Notice for hiring of vehicle, including the Annexure-II are applicable and must be adhered to. While submitting the tender offer, the tenderers will also submit the signed copies of tender document including the terms and conditions and Annexure-II. The Envelope containing the tender offer should be superscribed "**Tender offer for hiring of vehicle**" at the top of the envelope and the name, address & Mobile No. at the left corner of the envelope.

The stipulations and terms and conditions embodied in the tender document will form the part of the Agreement.
14. The hired vehicle, 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/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 damage to any property on account of use of hired vehicle in any manner whatsoever. The owner / successful tenderer whose vehicle is hired, shall be responsible for all such litigations.

Salary of driver, repair and maintenance charges and other cost including taxes (except service tax on hire charges) shall be borne by the successful tenderers / service providers.
15. The hire charges to be paid on monthly basis do not include cost of diesel which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditures 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.
16. It shall be the responsibility of the bidders to provide good drivers.
17. In case of breakdown for reasons whatsoever the replacement of vehicle of the same or better models shall be provided by the owners of the vehicle / successful bidders.
18. In case, the vehicle do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicles from other source.
19. In case of emergency, the drivers will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
20. The vehicle shall report for duty for minimum of 25 days in a month. On the date of absence prior intimation is to be given to this office.

21. Monthly hire charges and reimbursement towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected bidders will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by the service providers and no advance payments will be made.
22. The vehicle shall not be more than 3 years old from the initial registration and it should also be in good running condition during the period of contract.
23. If the service is not required or found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
24. 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.
25. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
26. The successful tenderers will have to execute and sign the agreement with the concerned heads of office who will be approving authorities and will control the movement of their respective vehicles and pay the monthly hire charges and the reimbursement of Diesel / Lubricants as per terms and conditions and stipulations of this tender by observing the required official formalities.
27. Modifications, if any, in the Tender document or terms and conditions, will be notified only on the Website where their tender document has been uploaded. The tender inviting authority reserves the right to modify / cancel the terms and conditions of tender without assigning any reasons thereof before the last date of submission of tender document.


Principal Chief Conservator of Forests,
Kerdu Leaves, Odisha

**DETAILS OF OFFICERS WITH ADDRESSSS WHERE TENDERS WILL BE SUBMITTED
AND PROCESSED**

Annexure-I

Sl. No.	Heads of Office	Office Address	Contact telephone Nos.		
			STD code No.	Office Tel. No.	Mobile No.
1	Chief Conservator of Forests, Cuttack (KL) Circle	C13 No.-8 Cantonment Road, Buxibazar, Cuttack-753001	0671	2306496	8280342703
2	Divisional Forest Officer, Angul (KL) Division	At/ Po- Hakimpada Angul—759143, Dist.- Angul	6764	234157	8280342708
3	Divisional Forest Officer, Athmallik (KL) Division	At- Haridanali, Po- Athmallik, Pin-759125, Dist. -Angul	6763	254225	8280342716
4	Divisional Forest Officer, Boudh (KL) Division	LOC- Back Side of FCI Godown, Po- Boudh, Pin- 762014 Dist- Boudh	6841	222040	8280342608
5	Divisional Forest Officer, Keonjhar (KL) Division	At- Judia, Po-Keonjhar Bazar, Keonjhar- 758002	6766	255504	8280342735
6	Divisional Forest Officer, Phulbani (KL) Division	At/Po- Phulbani, Phulbani- 762001, Dist- Kandhamal	6842	253673	8280342725
7	Chief Conservator of Forests, Sambalpur (KL) Circle	Motijharan, Sambalpur, Pin-768001	0663	2412953	8280342619
8	Divisional Forest Officer, Sambalpur (KL) Division	At- Brook Hill, Po- Motijharan, Sambalpur-768001 Dist- Deogarh	0663	2412753	8280342620
9	Divisional Forest Officer, Rairakhol (KL) Division	At- LIC Colony, Po- Rairakhole, Pin- 768106, Dist- Sundargarh	6644	253030	8280342632
10	Divisional Forest Officer, Deogarh (KL) Division	At/Po- Purunagarh, Deogarh-768119, Dist- Deogarh	6641	226444	8280342666
11	Divisional Forest Officer, Kuchinda (KL) Division	At/Po- Kuchinda, Pin- 76822, Kuchinda	6642	220307	8280342676
12	Divisional Forest Officer, Jharsuguda (KL) Division	At/Po- Badmal, Jharsuguda. Pin-768202	6645	2770028	8280342658
13	Divisional Forest Officer, Rourkela (KL) Division	At/Po- Panposh, Rourkela, Pin- 769004, Dist- Sundargarh	661	2664673	8280342644
14	Chief Conservator of Forests, Bolangir (KL) Circle	Near RTO Office, TitlagarhRoad, Balangir-767001	6652	232238	8280342684

15	Divisional Forest Officer, Bolangir (KL) Division	Near RTO Office, Balangir-767001	6652	232416	8280342685
16	Divisional Forest Officer, Patnagarh (KL) Division	Patnagarh, Pin-767025, Dist- Balangir	6658	222059	8280342693
17	Divisional Forest Officer, Padampur (KL) Division	At- Charpali, Po- RajboraSambar, Pin-768036, Dist- Bargarh	6683	223437	8280342552
18	Divisional Forest Officer, Titilagarh (KL) Division	Titidungri, At/Po-Titilagarh, Pin-767033	6655	220461	8280342575
19	Divisional Forest Officer, Bhawanipatna (KL) Division	At/Po- Paramanandapur StationRoad, Bhawanipatna-766002	6670	230086	8280342562
20	Divisional Forest Officer, Khariar (KL) Division	At/Po- Khariar, Khariar-766107, Dist- Nuapada	6671	2322485	8280342568
21	Divisional Forest Officer, Jeypore (KL) Division	Irrigation Colony, Jeypore-764004, Dist- Koraput	6854	251202	8280342583
22	Divisional Forest Officer, Nabarangpur (KL) Division	At/Po- Nabarangapur Nabarangapur-764059, Dist- Nabarangapur	6858	222179	8280342592

Annexure-II

GENERAL INFORMATION FOR HIRING VEHICLES:

(To be filled and signed by the Quotationer / Tenderer)

1	Registration No. of Vehicle	
2	Type of Vehicle (AC diesel driven)	
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	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 excluding fuel cost (both in figure & words)	
13	Rate of fuel consumption / Mileage per Litre (in kms per litre)	
14	Contact Number of the Service provider (Tenderer/ Quotationer)	Mobile
		Telephone No.
15	Bank draft particulars:	
	(i) Bank Draft No.	
	(ii) Date.	
	(iii) Amount.	
	(iv) Drawn in favour of	

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

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