

OFFICE OF THE ODISHA AGRO INDUSTRIES CORPORATION LTD.,
95, SATYANAGAR, BHUBANESWAR

SEALED QUOTATION CALL NOTICE FOR HIRING OF CAR

Ref: 9346

Date: 25.01.2019

Sealed quotations are invited from interested and reputed Travel Agencies/ Tour Operators or private individuals for providing 1 no. of A.C. diesel driven vehicle TOYATA Make, INNOVA 8 seater, which shall conform to the terms and conditions, for official use by the Chairman, the Odisha Agro Industries Corporation Ltd., 95, Satyanagar, Bhubaneswar.

HOW TO APPLY:

1. Financial offer and specifications should be submitted in one sealed envelope.
2. Each bidder shall submit only one price quotation.
3. Each page of bid document should be self attested by the bidder
4. The sealed envelope is to be addressed to the "Managing Director, Odisha Agro Industries Corporation Ltd., 95, Satyanagar, Bhubaneswar super-scribing "Quotation for hiring of Car".
5. The financial bid should be submitted as per enclosed format at **Annexure-A**.

TERMS AND CONDITIONS

1. The vehicle shall not be more than 3 years old from the initial registration and must be in road worthy condition.
2. Maintenance and all the taxes of the vehicle will be borne by the owner (Except toll tax, entry tax, parking charge etc.)
3. Salary of the driver will be paid by the owner. The cost of P.O.L charges as per actual shall be reimbursed by the party through submission of bills within the first week of the following month.
4. The vehicle will remain with the office on off hours for meeting any emergency.
5. The hiring charges will be deducted per day basis if the service is not provided by the party. The driver should report with the vehicle on every day basis to the concerned officer and ensure his daily attendance in the office.
6. No advance payment is payable by the authority to the party. The billing will be done on monthly basis (Monthly hiring charges + P.O.L expenses) and it should be submitted by the party within first week of the following month.
7. No compromise will be made with respect to punctuality, cleanliness, obedience, promptness and behavior of the driver.
8. The income tax as applicable will be deducted on prevailing rate.
9. During the course of engagement of the vehicle, if any accident occurs either to the vehicle or to the third party, authority will not be responsible for any liability arising out such accident.
10. There will be an agreement between the authority and party for availing services for one year and either party can discontinue the service with 1 month prior intimation to the other party.
11. If the service provided is not satisfactory, the authority shall issue a show cause notice to the party for compliance. In case, the compliance is not satisfactory; the authority may terminate the agreement and also can forfeit any amount due to party.

Sd/-
Project Manager (P & F)

ELIGIBILITY CRITERIA

1. Firm/Car provider with an experience of at least 3 years on providing of car on hire to reputed institutions/ Government offices/ corporate offices will be eligible to participate in the above tender. (Self attested copies to establish experience is to be submitted along with the tender).
2. The vehicle must have valid Registration certificate, Insurance Certificate, Fitness certificate and proof of up to date tax payment which are mandatory (Photo copies are to be enclosed to ensure the exact age of the vehicle as per terms and conditions).
3. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle(Photo copy is to be enclosed).
4. The submission of tender with E.M.D of Rs 2,000/- (Rupees two thousand) only in shape of Demand Draft payable in favour of the Managing Director, OAIC Ltd. Is mandatory, without which the tender shall be liable to be rejected.
5. Submission of PAN card and latest IT return along with the quotation is mandatory.

AWARD OF CONTRACT:

1. The Odisha Agro Industries Corporation shall award the contract to the quotationer whose quotation shall be determined to be substantially & technically responsive as well as financially remunerative to the Corporation.
2. The Corporation reserves the right of acceptance or rejection of any or all quotations received without assigning any reasons thereof.

The sealed quotation shall be received in the Corporation Office at 95, Satyanagar, Bhubaneswar. The quotations received after the schedule date and time shall not be entertained. The last date of submission of offers is 07.02.2019 up to 3p.m and sealed quotations shall be opened on the same day at 4.00 PM in presence of the quotationer or their authorized representative.

Sd/-
MANAGING DIRECTOR

Memo No: _____ **Date:** _____

Copy to be placed in the website of the Corporation i.e www.orissaagro.com.

Copy to the Notice Board of the office of The OAIC Ltd., 95, Satyanagar, Bhubaneswar.

Sd/-
MANAGING DIRECTOR

Sd/-
Project Manager (P & F)

ANNEXURE- A

FINANCIAL OFFER FOR PROVIDING TOYOTA MAKE, INNOVA 8 SEATER MODEL TO THE ODISHA AGRO INDUSTRIES CORPORATION IN MONTHLY BASIS

Standard of the Car to be provided	Make	Model	Year of mfg.	(A) Monthly Hire Rate in Rs.	(B) GST Amount in Rs.	(A + B) Total	Average Fuel consumption in Km/L
Air Conditioned Car operating on diesel fuel and purchased after 01.01.16	Toyota Make, Innova 8 seater						

Signature of the Quotationer with Seal

**Sd/-
Project Manager (P & F)**