

# APPELLATE AUTHORITY

CONSTITUTED UNDER WATER (P.C.P.) ACT, 1974, AIR (P.C.P.) ACT, 1981 & BIO-MEDICAL  
WASTE (M&H) RULES, 1998  
(FOREST & ENVIRONMENT DEPARTMENT, GOVERNMENT OF ODISHA)  
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Website-www.orienvappellateauthority.nic.in

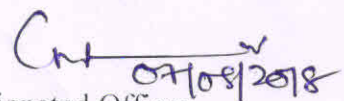
Letter No. 252/AA

Date- 07-08-2018

## QUOTATION CALL NOTICE FOR HIRING OF VEHICLES

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators/Private individual for providing 1 no. of AC Innova/Innova Crysta/Scorpio Diesel driven vehicle having sitting capacity not more than ten including driver, which shall conform to the Terms and conditions (Annexure II) for official use in o/o the Appellate Authorities constituted under the Water (Prevention and Control of Pollution) Act, 1974, Air (Prevention and Control of Pollution) Act, 1981 and Bio-Medical Waste (Management & Handling) Rules, 1998, by Govt. of Odisha in Forest & Environment Department, on monthly rent basis:

- 1) The vehicle must be in Road Worthy condition, shall be New or not be more than 1 year old from the date of initial registration (preference shall be given for new vehicle) 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 playing of vehicle.
- 2) 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.
- 3) The Driver should be well behaved, gentle and obedient in nature.
- 4) A sum of Rs.5000/- shall be deposited by the successful bidders in shape of Account Payee Bank Draft drawn in favour of the Appellate Authorities and shall be submitted immediately as security deposit. After completion of agreement period, the amount will be refunded to bidders.
- 5) The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
- 6) The vehicle must achieve a fuel efficiency as fixed by the Govt.
- 7) The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms. covered per liter) 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 (Annexure-II).
- 8) The Quotation completed in all respect should reach the undersigned on or before 23.08.2018 by 2.00 p.m. and shall be opened on the same date at 3.00 p.m. in presence of the bidders or their authorized representatives.
- 9) The application form of quotation containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in o/o the Appellate Authorities on free of cost or can be downloaded from Website [www.orienvappellateauthority.nic.in](http://www.orienvappellateauthority.nic.in).

  
Designated Officer



**TERMS & CONDITIONS FOR HIRING OF VEHICLES**

The following terms and conditions must be fulfilled by the successful bidders form 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 Commercial 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 Office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or losses of life/injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The owner/Bidder/Driver shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis within a month of receipt of bill 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.
3. 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.
4. 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.
5. 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.
6. The vehicle shall report for duty for minimum of 28 days in a month. The Driver of the vehicle should maintain log book for daily running of the vehicle. The selected vehicle should mention the name of the Authority on Number Plates.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) of selected owner/bidder will be the 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.
9. The vehicle shall not be more than 1 year old form the date of initial registration (preference shall be given for new vehicle) and also in good running condition during the period of contract.
10. If the services are founded 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 grand one month notice before such withdrawal of service and termination of agreement.
12. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Designated Officer  
Appellate Authority

**GENERAL INFORMATION FOR HIRING VEHICLES**

- 1) Registration No. of Vehicle:-
- 2) Type of Vehicle (AC/Non-AC):-
- 3) Year of manufacture:-
- 4) Model:-
- 5) Date of Registration:-
- 6) Details of the Owner of the Vehicle:-  
Name & Address-  
PP Photo & Photo Id-  
Contact Number-Mobile No.
- 7) Fitness Certificate validity:-
- 8) Permit validity:-
- 9) Insurance validity:-
- 10) Details Of Driver:-  
Name/Address of the Driver:-  
PP Photo & Photo Id-  
Contact Number-Mobile No.  
D.L. No. & Validity of the D.L. of the Driver:-
- 11) Proposed hire charges of the vehicle per month  
excluding fuel cost:-
- 12) Rate fuel consumption/Mileage per liter:-
- 13) Details of the Service provider(Quatationer):-  
Name & Address-  
PP Photo & Photo Id-  
Contact Number-Mobile No.

Certified that information submitted above is true the best of my knowledge and belief. I shall be abide with terms and conditions fixed by the Authority. (Copies of all documents should be enclosed).

Seal & Signature of Owner/Service provider