

**ODISHA STATE OPEN UNIVERSITY
G.M. UNIVERSITY CAMPUS, SAMBALPUR-768004**

Notice No. 742

Date-22.08.17

QUOTATION CALL NOTICE

Quotations in sealed cover from reputed Travel Agencies/ Tour Operators/ Private Individuals are invited by the office of the undersigned for providing 01 No of AC Diesel driven vehicle Maruti Swift Dezire for use on hire basis. Quotations should reach the office of the undersigned latest by 30.08.17 up to 4.00 P.M . The quotations will be opened at 5.00 P.M on the same day i.e. 30.08.17 . Other details and Quotation forms are available in the University website www.osou.ac.in .

The undersigned reserves the right to reject any/ all quotations without assigning any reason there of.



Registrar

**Odisha State Open University
Sambalpur**

Dr. Jayanta Kar Sharma, OES (I)
Registrar
Odisha State Open University (OSOU)
Sambalpur

Copy to notice board / *University Website.*

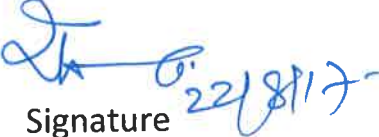
TERM & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicles, during period of contract, shall have all necessary valid MV Documents such as:- valid Registration Certificates, Insurance Certificate, Fitness Certificates, Valid Contract Carriage permit, Proof of up to date tax payment etc. and D.L of the driver available all the times. Odisha State Open University shall not be responsible for any damage / loss caused to hire vehicles or loss of life/injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever.
2. The hire charges of Rs. 20,000/- per month to be paid on monthly basis is final but does not include cost of diesel, which is to be paid separately basing on actual consumption and lubricant 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, Types & 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 engage vehicle from other sources.
6. The vehicles shall report for duty for minimum of 25 days in a month.
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 bidder will be paid in every succeeding month, as far 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 from the initial registration and also in good running condition during the period of contract. New vehicle will be given priority.
10. More vehicles are to be provided as and when required as per the Govt. of Odisha rate.
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, the authority shall forfeit the entire amount of security deposit.
14. After selection of successful bidder an agreement shall be signed between Authority of the University and himself or herself in prescribed manner.
15. The vehicle shall be used by the officials only and no vehicle owner or private person shall use the vehicle even on holiday/off day. The services of vehicle shall be done on holidays only
16. The parking of vehicle shall be decided by the authority at the time of agreement.
17. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Demand Draft in favour of Odisha State Open University, Sambalpur and submitted along with the tender paper as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.


Signature

Quotation/Tender Calling Authority

Dr. Jayanta Kar Sharma, OES(I)
Registrar
Odisha State Open University (OSOU)
Sambalpur