

DESIGNED TO EXCEL

**ODISHA CONSTRUCTION CORPORATION LTD.
(A Govt. of Odisha Undertaking)**

**Sambalpur Group of Projecs. Sambalpur
At- Padhanpada, Executive Colony, Q. N.- EC-4/11, Po.-
Budharaja
Dist.- Sambalpur (Odisha)**

TENDER DOCUMENT

TENDER CALL NOTICE NO. OCCL/SMP-22/SM 01 (2020-21)

DATE 12.06.2020

Name of work:-

“Providing Diesel inspection vehicle of Belero model for official use of Senior Manager of Odisha Construction Corporation Ltd., Sambalpur Group of Projects at Sambalpur”

Tender Document Sold To:- Sri/ M/s _____

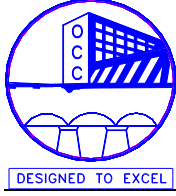
Signature of Senior Manager (Civil)

Signature of Quotationer / Tenderer

Senior Manager (Civil)

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ODISHA CONSTRUCTION CORPORATION LIMITED

(A Government of odisha Undertaking)

Sambalpur Group of Projecs. Sambalpur

At- Padhanpada, Executive Colony, Q. N.- EC-4/11, Po.- Budharaja

Dist.- Sambalpur (Odisha), email- occl.sambalpur@gmail.com

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TENDER CALL NOTICE NO. OCCL/SMP-22/SM 01(2020-21)

DATE 12.06.2020

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour operators or private individuals having GST registration and GeM registration, for providing Diesel inspection vehicle of Belero model including driver, which shall confirm to the General Terms and Conditions for official use of Senior Manager of Odisha Construction Corporation Ltd., Sambalpur Group of Projects at Sambalpur on monthly rent basis.

The tender documents containing General Bid Information & Terms and Conditions for hiring of vehicles etc. will be available at Office of Senior Manager (Civil), OCC Ltd., Sambalpur on payment of Rs.118.00 (inclusive of GST) from **12.06.2020** to **24.06.2020** up to **01.00 PM**.

The tender completed in all respect should drop in tender box kept in project office, Sambalpur Group of project on or before **24.06.2020** by **02.00 P.M.** and shall be opened on the same day at **03.30 PM** in presence of the bidder / bidders or their authorized representatives if so they desire at project office Sambalpur Group of Project, Sambalpur.

If there will be a public holiday on the day of receipt and opening of tender as specified above, the tender will be receipt and open on the next working day at the same time and venue.

1. Intending bidders are required to furnish the following documents duly signed by the bidder along with their tender.
 - (i) EMD.
 - (ii) GST Registration
 - (iii) GeM Registration
 - (iv) Photo copy of Registration Certificate
 - (v) Photo copy of Insurance
 - (vi) Photo copy of Fitness Certificate
 - (vii) Photo copy of Valid Carriage Contract Permit
 - (viii) Photo copy of Driving License
 - (ix) Photo copy of proof of up to date Tax Payment etc.
2. The vehicle must be in Road worthy condition, shall not be more than 3 (three) years old from the date of initial registration and must have valid certificate mention in sl.-1.
3. 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.
4. The Driver should be well behaved, gentle and obedient in nature.
5. The hire charges do not include fuel cost (Diesel). Diesel as required shall be supplied by OCCL. All the expenditure of the vehicle towards repair maintenance, replacement of spare parts, lubricating oil of engine, Gear box & differential coolant, Tyres & Tubes, Battery etc. and salary

Signature of Quotationer / Tenderer

Senior Manager (Civil)

of the driver, payment of insurance / Road Tax etc. required for operation of vehicle in a state will be borne by the Bidder.

6. The Agency shall take comprehensive insurance cover with third party unlimited liability risk of the vehicles detailed for the user requirement. User shall not be liable for any damage whatsoever to public property and or any third person due to any accident arising out of and in the course of deployment of Service Provider's vehicle.
7. The Agency shall be solely responsible for any claims by any third party and / or employees of user travelling in the vehicle for any injuries caused by the driver of the vehicle whether by accident or otherwise.
8. The Agency shall be responsible for ensuring compliance with the provisions related to Labour Law as applicable from time to time. The employees of the Agency shall not be deemed to be employees of the user and hence the compliance of the applicable acts laws will be the sole responsibility of the Agency.
9. It will be ensured through Service Provider of hired vehicle i.e., vehicles are kept under optimum running condition and avoid accidents attributable lack of maintenance / up keep.
10. The vehicle cannot be put to any private / commercial use beyond the duty hours or on holidays. Unauthorized use of the vehicle by the driver / service provider will lead to unilateral termination of the contract with immediate effect. The Agency has to ensure the safety of passenger by avoiding negligent driving by their drivers such as over speeding, rash driving and driving vehicle without brakes / defective brakes.
11. GST registration and GeM registration are compulsory for the Service Provider.
12. The vehicles shall be hired for a period of **1 (One) year from 01.07.2020 the date of agreement** executed with the concerned officers of OCCL who would be using the vehicle. The deployment of the vehicle / vehicles may be extended beyond the agreemental period with same rate terms and conditions on mutual consent of both parties.
13. The hiring may be discontinued immediately when the vehicle is no longer is required for offices.
14. A sum of Rs.5,000/- (Rupees Five thousand) only shall be deposited by the intending bidder / bidders in shape of Account Payee Bank draft drawn in favour of " Odisha Construction Corporation Limited " payable at Sambalpur on any Nationalized Bank / Scheduled Bank and submitted along with the tender as EMD. After completion of tender process, the amount will be refunded to unsuccessful bidders.
15. The monthly rate of hire charge be quoted separately in the general bid information Annexure-II.
16. GST applicable from time to time shall be paid extra over and above the monthly hire charges for the vehicle.
17. The details of the make and year of manufacture of the vehicle, registration No. and name of the Driver with Driving license No. and period of validity should be fill up in specifically provided in the general bid information format to be furnished with the tender. The POL consumption should be as per Finance Department office memorandum No. 30464 /FIN-COD—MV-0001-2017 dated 06.09.2019 i.e. Diesel 10KM/Litre only.
18. The vehicle has to go on tour as per requirement of OCCL. The Agency cannot refuse to provide the vehicles on tour at any time.
19. The authority reserves the right to accept or reject the tender without assigning any reason thereof.

Senior Manager (Civil)

Signature of Quotationer / Tenderer

Senior Manager (Civil)

Memo No. 719 (2), Dated. 12.06.2020

Copy submitted to the Managing Director / Director Mechanical, OCCL, Unit-VIII, Gopabandhu Nagar, Bhubaneswar - 12 for information and necessary action.

Senior Manager (Civil)

Memo No. 720 , Dated. 12.06.2020

Copy submitted to the General Managre (C), O.C.C.Ltd, Weastern Zone, Dist-Sambalpur for information and necessary action.

Senior Manager (Civil)

Memo No.721 (WE), Dated. 12.06.2020

Copy along with soft copy to the Senior Manager, System Business Division, OCC Ltd. for information. He is requested to hoist the tender notice in OCC website.

Senior Manager (Civil)

Memo No.722 , Dated. 12.06.2020

C.C to Notice Board

Senior Manager (Civil)

Odisha Construction Corporation Ltd.
BHUBANESWAR

Particulars of payment of Tender document cost
(To be filled up by the Job Worker)

Tender call notice No. OCC/SMP-22/SM 01 /2020-21 dt. **12.06.2020**

Full name & address of Bidder :-

Telephone No. – Land line :

Mobile :

e-mail ID:

OCC Enlistment No. of Job worker/ Contractor/ Bidder:

Amount paid by Job worker/ Contractor/ Bidder towards cost of

Tender Document : **Rs.118.00 (Rupees One Hundred & Eighteen) only.**

Cash / Demand Draft No. _____ dt. _____

Issued by _____ (Bank) in favour of

“Odisha Construction Corporation Ltd” payable at “Sambalpur”.

Signature of Quotationer / Tenderer

Senior Manager (Civil)

EMD and document deposit particulars

(To be filled up by the Job Worker)

DETAILS OF EARNEST MONEY DEPOSIT (EMD), AND DOCUMENTS SUBMITTED ALONG WITH TENDER

1. EMD amount Rs. _____
(Rupees _____) only vide A/C Payee D.D No.
_____ Dated _____ issued by
_____ Bank, _____ Branch
in favour of Odisha Construction Corporation Ltd payable at Bhubaneswar.
2. GSTIN Clearance Certificate
3. P.A.N. card
4. Any other documents. (As per Tender Call Notice)

Full signature of "Job worker" with date and seal

Signature of Quotationer / Tenderer

Senior Manager (Civil)

GENERAL TERMS AND CONDITIONS FOR HIRING OF VEHICLES – (Annexure-I)

The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle / vehicles 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, comprehensive 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. 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.
2. The hire charges to be paid for monthly basis is final but does not include cost of diesel. Diesel as required shall be supplied by OCCL as per Finance Department office memorandum No. 30464 i.e. 1 litter per 10 Kilometer (minimum mileage). All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating Oil of Engine (mobile), Gear Box and differential coolant, Tyres and Tubes, Battery etc. and salary of the driver, payment of insurance / Road Tax etc. required for operation of vehicle in a state will be borne by the bidder.
3. The vehicles shall report for duty for minimum of 25 days in a month.
4. 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.
5. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded by the Service Provider.
6. Monthly hire charges 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.
Payment shall be subject to any deduction such as penalty, statutory deduction (i.e. TDS of Income Tax & GST charges etc).
7. The Principal shall have the right to terminate this Agreement, upon it giving 1 (One) month notice in writing.
8. The Agency shall have the option to terminate this Agreement upon giving 1 (One) month notice in writing and upon refund of any rental fees paid in advance, over and above the notice period.
9. If the bidder violates any of the terms of contract, office shall forfeit the entire amount of security deposit.
10. The watch & ward of vehicle is responsible of vehicle owner.
11. Salary, T.A., D.A. etc. of the driver will be borne by the owner of the vehicle.
12. No halting charges of the vehicle shall be allowed by OCC Ltd.

Signature of Quotationer / Tenderer

Senior Manager (Civil)

GENERAL INFORMATION FOR HIRING VEHICLES (ANNEXURE-II)

Sl. No.	Registration No. of Vehicle	Type of vehicle	Year of Manufacture	Model	Date of Registration	Name and complete address of the Owner of Vehicle	Fitness Certificate validity	Permit validity	Insurance validity	Name / Address of the Driver	D.L.No. and validity of the D.L. of Driver	Proposed hire charge of the vehicle per month Excluding fuel cost	Rate of fuel consumption / mileage per Litre (HSD)	Contact Number of the Service Provider (Tenderer / Quotationer)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

“Certified that the information submitted above is true to the best of my knowledge and belief”.
 (Self attested copy of all documents to be produced with tender documents.)

Seal & Signature of the Quotationer / Tenderer.

Signature of Quotationer / Tenderer

Senior Manager (Civil)