



Fakir Mohan University

VYASA VIHAR NUAPADHI, BALASORE, ORISSA - 756020

No.FMU/UTILITY/25/2021/.....4325

Date.....09/09/2021

TENDER CALL NOTICE

Sealed Tenders/Quotations are invited from the reputed registered travels / transporting agencies having PAN & GSTIN for supply of two numbers of Diesel / Petrol driven vehicle of Swift Dezire / Zest / Tigor / Xcent / Amaze / Etios & one number of Mahindra Bolero with AC / Non-AC to the University for official use only. The details of Terms and Conditions etc. are available in the website: www.fmuniversity.nic.in. The tender papers should reach the office of the undersigned by Regd. Post / Speed post on or before 20.09.2021 by 5.00 PM. The tenders shall be opened on 21.09.2021 at 11.30 AM. The authority reserves the right to cancel / reject any or all tenders/ quotations without assigning any reason thereof.

Memo No. 4326

Date 09/09/2021
Registrar

1. The Advertising Manager, the SAMAJ, Cuttack (All Odisha Editions)/The Times of India, Bhubaneswar (All Odisha Editions) for information and necessary action. They are requested to publish the Tender Call Notice in one issue of their esteemed Dailies at I&PR rate by 11.09.2021 with size confined to 10CM X 8CM. The bill in triplicate may be furnished to the undersigned for payment.
2. The copy along with copy of the Tender Paper are forwarded to the e-dispatch section for information and necessary action. He is requested to upload the Tender Call Notice and Tender papers in the University Website.

Date 09/09/2021
Registrar



Fakir Mohan University

VYASA VIHAR NUAPADHI, BALASORE, ODISHA - 756089

Quotation / Tender Call Notice

Sealed Tenders/Quotations are invited from the reputed registered travels/transporting agencies having PAN & GSTIN for supply of Two number Diesel/Petrol driven vehicle of Swift Dezire / Zest / Tigor / Xcent / Amaze / Etios & One Number of Mahindra Bolero with AC / Non-AC to the University for official use only. The details of Term and Condition etc. is available in the website: www.fmuniversity.nic.in. The tender papers should reach the office of the undersigned by Regd. Post / Speed post on or before 20.09.2021 by 5.00PM. The tenders will be opened on 21.09.2021 at 11.30AM. The authority reserves the right to cancel / reject any or all quotations without assigning any reason thereof.

1. The vehicle must be in Road Worthy condition, shall not be more than 3 Years Old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Control Certificate, valid Commercial Permit, Proof of up to date tax payment etc. which are mandatory for plying of vehicle.
2. The Driver of the vehicle must have a valid Driving Licence for driving light Motor 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. **All the vehicles should not be used other than official purposes of the University. The vehicles selected shall be stationed at Old Campus of the University at Januganj Golai.**
5. **Besides, the agency shall supply the additional vehicles to be deployed on daily basis as and when required to meet the urgent needs of the University. The quotationers shall quote the rate in Col-3 of Annexure-IV.**
6. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the **F.M. University Development Fund - II payable at Balasore** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.

7. The monthly rate & taxes of hiring charges be quoted separately in the general bid information (including fuel).
8. The details of the make and year of manufacture of the vehicle, registration No. and name of the Driver with driving licence number and period of validity should be specifically provided in the general bid information to be furnished with the Quotation / Tender (**Annexure-III&IV**).
9. GST Registration is compulsory for the bidder for participation in tender process. A copy of the same to be enclosed with the tender paper.
10. The Quotation completed in all respect should reach the undersigned on or before 20.09.2021 by 5.00PM by Regd. Post or Speed Post (Indian Post) only in favour of **Registrar, Fakir Mohan University, Vyasa Vihar, Nuapadhi, Balasore 756089**. The tender papers will not be accepted by hand. The tender paper shall be opened on the next day *i.e.* 21.09.2021 at 11.30 AM in presence of the bidders or their authorized representatives.
11. The application form of quotation / tender containing General Bid Information & Term and conditions for Hiring of vehicle etc. will be available in University web site <http://www.fmuniversity.nic.in> which can be downloaded w.e.f- 10.09.2021. The bidders shall furnish a Demand Draft amounting Rs.3,000/- (Rupees Three Thousand) only in shape of Bank Draft drawn from in any nationalized bank in favour of F.M. University Development Fund-II payable at Balasore along with the tender paper.


Registrar

F.M.University, Balasore

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and conditions must be fulfilled by the successful bidder for providing 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 Certificate, Insurance Certificate, Fitness Certificate, valid commercial Permit, PUC Certificate, proof of up-to-date tax payment etc. and D.L. of the driver available all the times. Copy of the above documents to be furnished in the tender paper. The Department/ 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 not be responsible for all such litigation.
2. **Besides the quotationers are also required to quote the price for vehicle to be deployed on daily basis as and when required to meet the urgent requirement of the University like inspection, Question Distribution etc. The quotationers shall quote the rate in Col-3 of Annexure-IV.**
3. The hire charges to be paid monthly basis is final which include cost of Petrol/Diesel. 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.
4. 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 of the vehicle.
5. 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.
6. In case of the vehicle does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
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. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
11. If the bidder violates any of the terms of contract, the entire amount of security deposit made by the bidder shall be forfeited.

NB :- Quotationer may prepare a separate sheet of Annexure - III if they found inadequate of space to fillup the " General information for hiring of vehicle".


Registrar

F.M.University, Balasore

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. Name & complete address of the owner of vehicle : -
7. Fitness Certificate validity: -
8. Permit validity:-
9. Insurance validity:-
- 10.PUC validity: -
- 11.GST Registration No.:-
- 12.Name / Address of the Driver: -
- 13.D.L. No. & Validity of the D.L of the Driver: -
- 14.Proposed hire Charge of the vehicle per month including fuel cost: -
- 15.Contact Number with detail address of the Service provider
(Tenderer/Quotationers)

Mobile Telephone.....

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

Signature



Fakir Mohan University
VYASA VIHAR (NEW CAMPUS)
NUAPADHI, BALASORE
ORISSA-756020

APPLICATION FORM OF QUOTATION FOR SUPPLY OF VEHICLE

Rate may be quoted separately for each Vehicle

Col. 1. Name and Address of the Agency: -

Col. 2.

Type of Vehicle	Details of make and year of Regd.	Monthly Rent including fuel upto 1500 Km.		Rate per Km. beyond 1500 Km. including fuel	
		A/C	Non A/C	A/C	Non A/C
Swift Dezire/ Zest/ Tigor/Xcent/Amaze/Etios					
Bolero					

Col. 3. Rate quotation for additional vehicle on daily basis:

Type of Vehicle	(A) Rate per Km. & halting Charges for the daily basis vehicle covered within 100Km. in a day		(B) Rate per Km. & halting Charge for the daily basis vehicle covered within 200Km. in a day		(C) Rate per Km. & halting Charge for the daily basis vehicle covered beyond 200Km. in a day	
	A/C	Non A/C	A/C	Non A/C	A/C	Non A/C

4. Details of EMD deposited

Amount _____

Challan / BD No. / Date _____

5. Remarks

Signature