



GOVERNMENT COLLEGE OF ENGINEERING, KEONJHAR

ସରକାରୀ ଯାନ୍ତ୍ରିକ ମହାବିଦ୍ୟାଳୟ, କେନ୍ଦୁଝର

(An Affiliated College of BPUT, Odisha)

At: Jamunalia, P.O.: Old Town, Dist., Keonjhar, Pin: 758002 (Odisha)

Web: www.gceekjr.ac.in / Mail id- principal@gceekjr.ac.in

No. 72 Dt. 09-01-2025

NOTICE FOR HIRING OF A VEHICLE

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing 1 no. of car (Swift Dzire (Petrol) /Xcent (Petrol) with AC including driver for monthly hire basis for the Principal's office.

Interested parties may submit their quotation for the above as per following term & condition, in a sealed cover superscribed as "Quotation for Hiring of a Vehicle for the Institutional Work" latest by 20/01/2025.

TERMS & CONDITIONS:

1. Fuel will be borne by the institution based on actual consumption.
2. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, gear box & differential coolant, tyres & tubes, battery etc. and all other maintenance will be borne by the owner.
3. Total of 4 days per month off will be given as per convenience of the institution for general maintenance of the vehicle.
4. The vehicle should be registered under commercial use category with up to date insurance & Tax clearance.
5. Vehicle parking shall be at the owner's risk.
6. It shall be the responsibility of the owner to provide a well behaved, gentle, obedient driver.
7. Salary/Remuneration/ Contingent expenditures of Driver will be borne by the owner.
8. Driver will report the office at 6.30 AM everyday with the vehicle and if required the driver must be ready to go outside of Keonjhar for official work for few days.
9. Driver should have a valid authorized commercial Light/ Heavy Vehicle Driving License.
10. Driver will maintain Log Book of the vehicle as prescribed by the Institution.
11. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
12. If any time the vehicle is not found to be fit, alternative similar make vehicle is to be provided immediately as standby.
13. Payment will be made on monthly basis through electronics transfer to vehicle owner's Bank Account as far as possible within fifteen days of the submission of the bill by the service provider which is subject to the verification of the log book of the vehicle and no advance payment will be made.

18/1/25

09/1/2025

14. The monthly hiring charge will not be more than the Government prescribe rate i.e. 26000/month excluding GST as per government notification No.22924/F. FIN-COD-MV-0004-2018, Dated 14-08- 2023.
15. Owner of hired vehicle shall be deposited a sum of Rs. 20,000/- in shape of Account payee Bank Draft in favour of the Principal, GCE Keonjhar as a security deposit. After satisfactory performance and completion of contract period the amount may be refunded.
16. Consumption of fuel may be furnished clearly as below:
Minimum 17 km/liter as per government notification No.22924/F. FIN-COD-MV-0004-2018, Dated 14-08-2023.
17. Vehicle should always be maintained in good condition both internally and engine/machine wise.
18. The hired vehicles have to submit the document such as: valid registration certificate, Year of manufacture, Make & Model, Name & complete address of the owner of vehicle, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid contract carriage permit, proof of up to date tax payment, D.L for driving light transport passenger vehicle and address of driver with phone no & adhaar card proof after getting the contract.
19. The driver should be well behaved, gentle and obedient in nature.
20. During the contract period the hired vehicle shall have all necessary valid MV documents such as valid registration certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid contract carriage permit, proof of up to date tax payment etc., and D.L. of the driver available all the times.
21. College shall not be responsible for any damage/loss caused to hired 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. The hirer shall be responsible for all such litigation.
22. The vehicle will be engaged for 2 years initially and may be renewed on satisfactory performance.
23. The details of the Firm name, Owner name, Address, GST No., Type of Vehicle, Type of fuel, mileage (Kms, covered per liter), Rate/month should be specifically provided in the general bid information with the Quotation (Annexure-I).
24. GST Registration certificate and up to date GST clearance document must be provided with the general bid information.
25. The vehicle must have been registered within 3 years from the date of "Notice for hiring of a vehicle" and emission norms of the vehicle should be BS-VI. The new vehicle shall be highly preferred.
26. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
27. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
28. 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 moth notice before such withdrawal of service and termination of agreement.


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29. Violation of any of the above condition at any time during the tenure of the contract will terminate the contract automatically with a notice of 5 days and may engage vehicle from other source.

30. If the owner violates any of the terms of contract, government shall forfeit the entire amount of security deposit.


31. The owner will sign a contract and service provider agreement with terms & condition to this effect.


09/E/2025
Principal

 Government college of engineering, Keonjhar

Memo No. 73... Dt. 09-01-2025


Copy to the Institution Notice Board/website for general information.


09/E/2025
Principal

Government college of engineering, Keonjhar

Memo No. 74... Dt. 09-01-2025

Copy to the DIPRO, Keonjhar for kind information with a request kindly display in their Notice Board for information of general public.


09/E/2025
Principal

Government college of engineering, Keonjhar

INFORMATION TO BE FURNISHED

Name of firm/owner name:	
complete Address:	
Mobile no:	
GST No:	
Type of vehicle:	
Type of fuel:	
Rate per month (excluding GST):	
GST:	
Total:	
Mileage:	

“certified that the information submitted above is true to the best of my knowledge and belief“

Signature of the Owner

S. Sarangi
09/11/2025