

## **TENDER DOCUMENT**

**THE ODISHA STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.,  
D-2, SAHIDNAGAR, BHUBANESWAR-751007**

## **OPEN TENDER NOTICE**



## **HIRING OF VEHICLES**

**Tender Notice No. :28:HRD:HOV: 2022**

**Dated:17.09.2022**

**LAST DATE OF SUBMISSION OF TENDER: 27.09.2022**

**UPTO 2.00 P.M.**

**DATE OF OPENING OF TENDER:27.09.2022**

**AT 3.00 P.M.**

Address for submission of Tender:

**DY.GENERAL MANAGER(HR)  
OMFED CORPORATE OFFICE,  
D-2, SAHID NAGAR,  
BHUBANESWAR**

**KIND ATTENTION FOR TAKING ASSISTANCE, IF ANY.**

**DY.GENERAL MANAGER(HR), [www.omfed.com](http://www.omfed.com).**

Prepared by: OMFED CORPORATE OFFICE

**THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD.  
D-2, SAHIDNAGAR, BHUBANESWAR-751 007**

**Tender Notice No.:28:HRD:HOV:2022**

**Dated: 17.09.2022**

**TENDER NOTICE FOR HIRING OF VEHICLE**

Sealed tenders are invited in two bid system (Technical and Financial) from the Travel Agents/owners for hiring of AC Swift Dzire(Diesel)to be engaged for 10 hours in OMFED,D/2,Sahid Nagar on monthly rental basis for a period of one year. The Tender Document shall be made available at the above address on payment of Rs.560/-(Rupees five hundred sixty)only inclusive of GST in cash or through Demand Draft in favour of Omfed payable at Bhubaneswar from17.09.2022 **to 27.09.2022(upto 1.00 PM)**, which can also be downloaded from the website. In such case, the tender cost and EMD in shape of Demand Draft must be accompanied with the tender **document** should be **received on or before 2.00P.M** on **27.09.2022** and shall be opened on the same day at 3.00 P.M at Corporate office in presence of interested tenderers. For details, please visit our website [www.omfed.com](http://www.omfed.com).

OMFED reserves the right to accept or reject all or any of the offers without assigning any reason thereof.

Dy.General Manager(HR)

## **INSTRUCTIONS TO THE BIDDERS**

1. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
2. Firms/Agencies must quote their rate for vehicles mentioned.

### **3. MODE OF PREPARATION & SUBMISSION OF BID:**

The offer/bid **will be consisted** of two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions.

- I. Cover 1 (**Technical Bid**) shall be superscribed as "Technical bid" duly indicating the Tender Reference No which should contain the following:
  - a. Application for pre qualification in Annexure- "I"
  - b. Declaration in prescribed form ANNEXURE- "II".
  - c. Proof of submission of EMD
  - d. The agency should furnish Registration Certificates of vehicle
  - e. GST Tax Registration Certificates
  - f. Income Tax /PAN Registration Certificates
  - g. Copy of work order completed during the **last three years** ending as on **31.03.2022**.
  - h. All requisite supporting documents in support of all claims made in tender document and Annexure-I(Technical bid)
- II. Cover 2 (**Financial Bid**) should contain Price only and shall be superscribed as "Price bid" duly indicating the Tender Reference No. as per "Annexure III".
- III. The Bidders should offer their price as per "Annexure – III" on printed letter head of the Bidder's firm indicating thereon Registration, FAX, Email, Telephone numbers, etc.)

- IV. Cover 1 and Cover 2 should be sealed individually and superscripted with the tender reference no. Both covers shall be placed in a third cover which shall also be sealed and superscribed **"TENDER FOR HIRIING OF VEHICLES"** along with advertisement **Notice No.** in bold letters on the top of the envelop and same should be addressed to **"Dy.GeneralManager (HR),OMFED CORPORATE OFFICE-751007.**
- V. Submission of a tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work.
- VI. The last date for receipt of the offer is marked in the tender Notice. In case the above date is declared a holiday for Omfed,Corporate Office,D/2 Sahid Nagar, Bhubaneswar,then the bids will be received up to the given time on the next working day.
- VII. The offer may be sent by registered post/speed post/courier service/by hand so as to reach before/on the last date & time of receipt.
- VIII. Tender received after the deadline of receipt indicated in Tender notice, shall not be taken into consideration.
- IX. For any clarification in this matter, Bidder may contact Dy.General Manager (HR), Corporate Office during office hours.

#### **4.EARNEST MONEY DEPOSIT (EMD):**

- I. The offers must be accompanied with an Earnest Money Deposit (EMD) of **Rs.5,000/-**(Rupees five Thousand Only) in the OMFED Ltd, Corporate Office Account through Draft /NEFT/RTGS in favour of OMFED Ltd, **Bhubaneswar**,failing which their bid will be rejected. The detail of the account is as follows:
- a) Name of the Beneficiaries : OMFED,Bhubaneswar
- b) Name of the Bank : Indian Bank.
- c) Name of Branch : Kharvelnagar , BBSR.
- d) IFSC code : IDIBOOOK157
- e) Account Number : 922440376

- II. Without EMD, the technical bid will not be considered and the tender will be rejected summarily.
- III. The EMD should remain valid for a period of 03 Months.
- IV. The bid security should be valid for 03 months. If the EMD is not found valid in terms of amount wise, period wise or otherwise, technical bid of the bidder are liable to be rejected.
- V. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the **tenderer/bidder** withdraw or amends/impairs or derogates from the tender in any respect.
- VI. EMD of unsuccessful bidders will be returned within one month of tender evaluation.
- VII. Withdrawal is not allowed after submission of tender. EMD of the successful bidders who fail to honor the Work order with prescribed terms & condition shall stand forfeited. No representation in this regard shall be entertained by this Institute.
- VIII. EMD of the selected successful bidder will be refunded on after submission the performance security.
- IX. No interest will be payable by OMFED on the Earnest Money Deposit/ performance security **deposit.**

## **5. PERFORMANCE SECURITY:**

The successful Agencies/Firms shall have to deposit of **Rs.20,000.00 (Rupees Twenty Thousand only)** towards performance security by way of Demand Draft issued by a Nationalized/Scheduled Commercial Bank in favor of OMFED, payable at Bhubaneswar.

- I. EMD of the selected Agency/Firm will be refunded on after submission the performance security.
  - II. No interest will be payable by the OMFED on the Earnest Money Deposit/ performance security **deposit.**
- 6. All pages of the tender document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.
  - 7. Offers should be clearly written or typed without any cutting or over writing. All cutting / over writing must be initialed and stamped.
  - 8. Agency/Firm must confirm the acceptance of all the terms and conditions of the tender.

9. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder Agency/Firm must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
10. Furnishing of any false information/ fabricated document would lead to rejection of tender at any stage.
11. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever **the bid** will be summarily rejected in the first instance itself.

## **12. OPENING OF BIDS:**

- I. **Envelop** (Cover) 1 i.e. **Technical Bid** will be opened on the scheduled date and time mentioned in the tender enquiry in Omfed,D/2 Sahid Nagar, Bhubaneswar in presence of committee of officials and interested **bidders** or their authorized representatives. Tenderers may **remain** present at the time of opening of the Tender.
- II. **Envelope** (Cover) 2 i.e. **Financial Bid** of only those firms/agencies which satisfy technical requirements will be opened on the scheduled date and time mentioned in the tender enquiry OR a date which will be intimated to the qualified bidders after the scrutiny of technical bids and the same will be posted on our web site. The bidders, whose Technical Bids are not found acceptable will be informed for the same and their financial bid will not be opened and EMD will be returned to them.

### **B. FOR MONTHLY RENTAL**

Monthly fixed rental charge + consumption of fuel (Diesel)costper KM+GST(as applicable)

Calculation for lowest bidder will be only done in total summation of columns as per **ANNEXURE-III** for monthly rental basis.

**Selection of the lowest bidder will be done separately for Monthly Rental basis.**

13. **PERIOD OF VALIDITY OF BIDS:** The bid shall remain valid and open for acceptance for a period of 90 days from the last date fixed for receiving the same. A bid valid for a shorter period shall be rejected by the Purchaser as non responsive.

14. **AMENDMENT OF TENDER DOCUMENTS:** at any time prior to the last date of receipt of bids, Omfed may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment. In this case a sufficient time for submission of bid will be announced.
15. **EXTENSION OF LAST DATE:** The Managing Director, OMFED, may in his discretion extend the last date for submission of the Tender and such extension shall be binding on all the Bidders.
16. **QUANTITY:** The actual requirement of Vehicle may vary at time of placement of the work order.
17. **CLARIFICATION OF TENDER DOCUMENT:** A prospective bidder requiring any clarification of the Tender document may communicate to the Dy.General Manager(HR), **OMFED**, Corporate Office during office hours.
18. **EXCUTION OF ORDER:** Selected Firm has to provide the vehicles within 15 days from the **date of issuance of work order**.
19. **DISCRETION:** The OMFED reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons **thereof**. The decision of the Managing Director, OMFED OR Person authorized by him is final in all matters of tender and purchase.

## **ELIGIBILITY CRITERIA**

**Tender Notice No. : 28:HRD:HOV:2022**

**Dated:17.09.2022**

All the Bidders / Agencies must fulfill the following eligibility criteria and submit the documents and the declarations accordingly.

1. The vehicles as required in tender document to be quoted must be registered in/after 2020 with specific make and model with up to date Insurance & R.C Book. **The vehicle should have commercial license.**
2. The Agency/Firm must have registered as travel agency or operation of transport business with Govt. of Odisha / Taxi Permit.
3. Agency must have Permanent Account Number & submit a self-attested copy of PAN Card.
4. Agency must have overall experience of 3 years in supplying vehicles to Govt. organization / PSUs etc.
5. The vehicle must be in good running condition /registration with specific make and model.
- 6. The color of vehicle shall be of light color preferably white color.**
7. The agency quoting for A C Swift Dzire (Diesel)services must have turnover of Rs 1 lakh or more per year for at least last three financial years.
8. The driver must have a valid driving license.
9. Bidders must submit an undertaking for providing Monthly Wages/Salary to be paid to the drivers (not less than the minimum wages) including provision of mobile phones, for the Driver.
10. An undertaking to the effect that the firm is not being blacklisted/banned/suspended/ debarred from any organization/institute and no case is pending with the police or in court of law against their name, duly notarized.
11. The desirous Firm/Agency must submit the required EMD for bid security with technical bid.
12. Copy of entire tender document must be numbered page-wise, duly signed and stamped on each page as a token of acceptance of our terms & conditions.



**GENERAL TERMS & CONDITIONS**

**(Form of Agreement for Hiring of Vehicle)**

**FORM OF AGREEMENT FOR HIRING OF VEHICLE**

This Agreement is made and entered into this day of \_\_\_\_\_ between Dy.General Manager(HR), Corporate Office,Bhubaneswar or any Authorized Officer of Corporate Office, Omfed an Unit of Odisha State Cooperative Milk Producers' Federation Ltd., Bhubaneswar which terms shall unless repugnant to the context or contrary to the meaning thereof, includes its assignees in the First Party and Shri----- Proprietor ----- M/s ----- (hereinafter called the Contractor) which expression shall unless repugnant to the context or contrary to the meaning thereof includes its assignees on the other part.

AND WHEREAS THE FEDERATION is interested to hire vehicle \_\_\_\_\_ Model \_\_\_\_\_ Regd. No. \_\_\_\_\_ for its Omfed Corporate Office located at ,D/2 Sahid Nagar, Bhubaneswar to do the official duties in Corporate office for 10 hours and the Contractor agrees it operate on these terms and conditions mentioned hereinafter and contained w.e.f. \_\_\_\_\_. Now therefore, the parties hereto agree as follows:-

1. The contractor shall be paid towards hiring charges of vehicle as mentioned below:-  
Hiring charges per month (excluding fuel, lubricants & toll gate fees) - Rs.
2. Duty hours per day - 10 hours
3. Fuel consumption:  
a) Petrol Consumption - \_\_\_\_\_KM/Ltr.

This rate is inclusive of salaries / perks / other statutory payments to the drivers, entire maintenance cost of the vehicle, other statutory payment like Permit / Road Tax / Insurance etc. and any other expenditure excluding propulsion charges, toll gate fees etc.

The mileage count will start from the location of pickup and no extra kilometer from the garage to the pickup point will be provided. The mileage count will also terminate at the dropping point and not up to the garage.

4. **The vehicle should have commercial license.** The Vehicle must be in excellent condition. Charges must be quoted as per the models specified in the financial bid form.
5. The **color** of vehicle shall be **white or light color preferable for AC (Swift Dizer (Diesel)).**
6. The hiring period will be for one year (to be renewed yearly basis, up to three years on satisfactory performance). The period of contract may be curtailed or extended depending upon the performance of the agency and requirement of the Institute.
7. The Vehicle should run with Diesel only.
8. The agency shall deploy driver for **10 hrs.**
9. The vehicle and driver shall be at the disposal of the OMFED, Corporate Office, D/2 Sahid Nagar Bhubaneswar during the period of engagement.
10. In case of the absence of Driver, agency has to provide the substitute. If the agency fails to provide the substitute of Driver/Vehicle, a penalty @ 4 times per day on the hiring cost of the vehicle shall be imposed.
11. **RENT(CHARGES) CALCULATION:**  
**For CAR(AC Swift Dizer) Diesel.**

#### **MONTHLY FIXED**

I. Monthly Fixed Rental charge + Cost of fuel (Diesel/ Mobil) as per prevailing rate.

12. During the period of contract, no request for increase in the tariff will be entertained on any account.

13. The agency will take care of Insurance of the vehicles as well as of the Drivers.

**14. In the case of contracted vehicles, same car and driver should be sent daily. Any change in vehicle or drivers will be allowed only in exceptional circumstances and that too with the prior information/approval of the Authority.**

**15. The driver running the vehicle should have valid driving license and the vehicle should be registered with the concerned authorities of Government of Odisha. A certificate to this effect should be provided. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Government from time to time. Original copies of Registration, Insurance of Vehicle & Driving License of Driver must be produced before engagement of Vehicle.**

**16. The hired vehicles, during the period of contract, shall have all necessary valid MV documents such as valid Registration Certificates, Insurance Certificates, Fitness Certificates, valid Contract Carriage Permits, proofs of up to date tax payments, D.L.s of the Drivers etc. available all the times. Mission Directorate, NHM shall not be responsible for any damage/loss caused to the hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicles in any manner whatsoever. The service provider shall be responsible for all such litigations.**

**17. The agency shall obtain vehicle fitness certificates from competent authority, vehicle registration, comprehensive insurance, payment of road tax, etc. The Drivers shall always carry all necessary documents like Registration papers, Insurance papers, Pollution under [7] Control (PUC) clearances, RTO tax payment papers, valid driving licenses and all other documents that should accompany the vehicles as per rules & regulations of applicable laws.**

**18. The drivers must observe all etiquette and protocol while performing the duty. He must be neatly dressed, should wear **proper uniform** and must carry a mobile phone in working condition, for which, no separate payment shall be made by the OMFED. All drivers should be provided with mobile phones. The contractor should provide the **AADHAR CARD/VOTER ID CARD**, photograph of Driver with name, father's name, present & permanent address. **Driver must not have any criminal proclivity.****

**19. The driver in no case shall report to duty in an inebriated state or consume alcohol while on duty. In such an event, user department shall have full rights to terminate the contract with immediate effect.**

**20. The driver of the vehicle deployed for duties must maintain polite & courteous behaviour towards users as well as other staffs of the OMFED. Following may be construed as "Misbehaviour" and shall attract penalties as per provisions of the contract. Repeated instances may result in termination of services.**

- i. Denial of duty during contract period, or during hours as noticed by user department;**
- ii. Use of abusive language;**

**21. The Travel Agency shall assign the job of driving of hired vehicle only to qualified experienced licensed drivers and also assume full responsibility for the safety and security of the officers/officials as well as essential store items while running the vehicle by ensuring safe driving. The attested copy of driving license of all such drivers should be submitted during the contractual period. OMFED shall have no direct or indirect liability arising out of such negligent, rash and impetuous driving and any loss caused to OMFED have to be suitably compensated by the Agency.**

22. Driver selected by the agency will be assessed by the OMFED before his engagement is finalized.

**23. The agency shall be responsible for any misdemeanor/theft/burglary/ damage caused to properties and product of the dairy/employee/Guest of the OMFED travelling in the Vehicles. The compensation arising out of such activities shall be borne by the agency.**

24. All maintenance/servicing of the vehicles should be done by the Agency at their own cost. The interior and exterior conditions of the vehicles should be well maintained.

25. In case of break down, the Agency will be responsible for repair and maintenance of the vehicle and will arrange alternate vehicle within one hour. Omfed will not pay any type of compensation for maintenance of the vehicle.

26. Total breakdown period excluding routine maintenance in a year should not exceed 12 days.

**27. The firms should have arrangements for repairing their vehicle in a short notice and during time required for repair the firm/agency shall provide a substitute vehicle and driver immediately so that there is no inconvenience/disruption in the work of the Authority.**

28. In case of frequent violation of the terms and conditions, the contract can be cancelled forthwith at the cost of the agency.

29. The vehicles provided to the Omfed must have valid permits.

30. The drivers provided for the vehicle must have a valid driving license from the RTO.

**31. This engagement is purely commercial in nature and there will be no employer-employee relationship between Omfed Corporate Office and the Contractor or the Driver of the vehicle in question.**

32. The OMFED reserves the right to relax any of the eligibility criteria given in the tender document for awarding contract in the best interest of the Federation.

33. The OMFED is not bound to accept the lowest rates and reserves the right to accept tender in whole or in part or can reject it entirely without assigning any reason.

34. In case of default or abrogation of the condition stipulated, the EMD shall stand forfeited.

35. The vehicle is to be delivered within 15 days from the date of **issuance** of the work order.

36. The Agency should submit their bids(s) in the format attached.

37. The Agency shall abide by all statutory laws, rules and regulation of Omfed& the Agreement terms and conditions.

38. All the certificates, testimonials desired in tender as per the eligibility criteria will be verified with the original documents at any stage.

**39. If the Agency /personnel or the driver engaged by him is involved in any unlawful activities i.e., theft, pilferage and behaves in a manner prejudicial to the interest of Omfed Corporate Office, the loss incurred, if any, due to the above reason shall be recovered from the bill of the agency.**

40. It is the responsibility of the agency to pay the wages to the Drivers as per the Minimum Wages Act as notified by the State Govt. from time to time. The drivers must be paid not less than the minimum wage. The contract may be cancelled if any complaints received from the drivers in this regard. The agency shall provide all the facilities to the driver engaged under this contract during the lease period. OMFED shall not have any liability towards payment of salary, perks or other benefits **payable** to the Driver employed by the agency.

**41.** No manpower should be engaged exclusively for this contract when the contract terminates there shall be no physical or moral pressure on the OMFED, on grounds of "person displaced from job". **The OMFED is under no obligation to entertain such claim.**

42. During the agreement period, all safety measures must be taken care of by the agency for the vehicle and the personnel engaged under this contract. Any safety hazard occurring during the lease period shall be the sole responsibility of the Agency. The OMFED shall in no way be liable for any such incident occurring during or in connection with this contract.

43. The OMFED rules shall be binding for execution of the contract.

**44. That in the event of any dispute parties shall at the first instance try to settle the dispute mutually and amicably without affecting to spirit of the agreement, failing such attempt the same shall be referred to the Managing Director, OMFED by either party, and the decision of the Managing Director, OMFED shall be final and binding. The arbitration proceedings if any shall be held in Omfed Corporate Office.**

**45. That the parties do hereby agree that the Courts in the city of Bhubaneswar alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this Agreement and against any decision referred herein.**

46. The vehicle can be de-hired giving prior notice of one month in advance after completion of 180 days continuous performance by the agency from the date of execution of Agreement. In case of unsatisfactory services the work order of the Agency may be terminated giving one weeks' notice.

47. The OMFED reserves the right to cancel /reject any or all proposals without assigning any reason thereof.

48. The contract cannot be outsourced to third party.

49. **Force Majeure:** If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

#### **50. DOCUMENTATION OF BILL:**

Selected Firm/Agency has to submit the bill monthly along with signed logbook.

Logbook will be provided by the OMFED Authority and will be carried in the Vehicle by the Driver.

Log book has to be signed daily by the Person concerned /authorized person of OMFED Corporate office using the vehicle for official purpose.

#### **51. PAYMENT:**

- a. Payment will be made only after receipt of the relevant Bill along with other documents.
- b. No part payment/advance payment shall be made. Payment shall be made by **Cheque / NEFT/RTGS.**

IN WITNESS WHEREOF THE PARTIES HERETO HAVE HERE UNTO SET THEIR HANDS ON THE DATE, MONTH AND YEAR FIRST ABOVE WRITTEN:

Signature of the Contractor  
Address with Phone number

For and on behalf of  
OMFED, Corporate Office  
D/2 Sahid Nagar, Bhubaneswar.

Date

Name:

Designation:

Address:

Date:

Witness:

Witness:

1. Signature of Witness

Signature of Witness

Full Name:

Full Name:

Address:

Address:

2. Signature of Witness

Signature of Witness

Full Name:

Full Name:

Address:

Address:

## TECHNICAL BID :( ANNEXURE- I)

Tender Notice Ref.No. : 28:HRD:HOV:2022

Dated: 17.09.2022

### TECHNICAL BID - HIRING OF VEHICLE (PRE-QUALIFYING REQUIREMENT)

Sl. No.	Required Information	Details to be filled up by the Bidders Firm/Agency
1.	Name of Bidding Firm/ Agency (Attach certificates of registration)	
2.	Full Address of Registered Office with Telephone No. , FAX No., & Mobile No.	
3.	E-Mail ID:	
4.	Type of Firm: Private / Partnership /Cooperative /NGO. (Please enclose copy of Memorandum/Articles of Association / Certificate of Incorporation	
5.	Income Tax Registration No /PAN No. (Please Attach copy)	
6.	GST Registration Number if available(Please Attachcopy)	
7.	Name of proprietor / Director of Firm/Agency /address & Mobile No:	
8.	Details of EMD Fee in favor of OMFED, Corporate Office ,D/2 Sahid Nagar,Bhubaneswar (Attach copy of proof)	EMD Fee : Rs. _____ through transaction UTR No. _____
9.	Details of Bank	Name of Bank: _____ Account No. : _____ IFSC Code : _____ MICR Code : _____



10.	Work order Copies having executed similar type of services at least last 3 financial years.	
11.	Annual Turnover of last three years as specified with proof of document	
12.	Is organization blacklisted by any organizations?	
13.	Name, address, designation, phone, cell number and E Mail address of the Contract Person :	
14.	Whether Firm agrees to abide by the terms and conditions of the tender document? In the event of award of the contract?	
15.	Whether firm agrees to give security deposit ?	
16.	Is bid valid for 90 days/or as specified?	
17.	Is Bid document duly signed & sealed ?	
18.	Agreed to provide the Vehicles as specified in tender (Diesel version)	
19.	Payment Terms agreed as Specified.	
20.	Copy of R.C.Book, Insurance, Taxi Permit etc.	

Agencies / Bidders not submitting full information / documents at the first instance shall be rejected.

(Signature of Authorized person)

Full Name: \_\_\_\_\_

Place: \_\_\_\_\_

Seal of the Agency/Firm

Date \_\_\_\_\_

**Tender Notice No. : 28:HRD:HOV:2022**

**Dated: 17.09.2022**

**DECLARATION FORM**

(Declaration should provide on printed letter head of the Bidder's Firm/Agency)

**DECLARATION**

To,

Dy.General Manager,  
OMFED,Corporate  
Office,D/2 Sahid  
Nagar Bhubaneswar

Sir,

Sub: Submission of Bid for providing Vehicles against Tender Notice No:

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Having examined the details of Tender document, I / We hereby submit the prequalification documents and other relevant information.

We, the undersigned, are submitting our Bid for providing vehicles on rental basis with reference to the above mentioned tender notice.

I hereby certify that all the statements made and information supplied in the statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.

I have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

I certify that my firm is not **blacklisted / banned** from business by any organization.

I hereby accept the rules and procedures of the Institute for pre-qualification of contractor and agree that OMFED has the right to accept or reject any application without assigning a reason thereto.

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and I/we am/are liable to be banned from doing business with OMFED Corporate Office,D/2 Sahid Nagar, Bhubaneswar and /or prosecuted.

(Signature of authorized person)

Full Name of Signatory:\_\_\_\_\_

Designation of Signatory:\_\_\_\_\_

Place:\_\_\_\_\_

Seal of the Agency/Firm

Date\_\_\_\_\_

**FINANCIAL BID FOR MUV (ANNEXURE-III)**

**Tender Notice No. : 28:HRD:HOV:2022**

**Dated: -----**

**PRICE FOR HIRING OF CAR SWIFT DZIRE AC  
(Monthly Rental Basis for 10 hrs.per day)**

<b>Sl. No.</b>	<b>Type of Vehicle</b>	<b>Model/ Make</b>	<b>Monthly Fixed Rent</b>	<b>Cons. of Diesel/ Per running Km.</b>	<b>Remarks</b>
1.	MUV	Swift Dzire(Diesel) in good running condition			

Rate should be quoted with Driver & including all Taxes.

(Signature of authorized person)

Full Name of Signatory: \_\_\_\_\_

Designation of Signatory: \_\_\_\_\_

Place: \_\_\_\_\_

Date \_\_\_\_\_

Seal of the Agency/Firm