

State Urban Development Agency (SUDA) invites sealed quotation from registered travel agent for hiring of vehicles. For details please visit our website - www.urbanodisha.gov.in / www.sudaodisha.org.

Additional Director





**STATE URBAN DEVELOPMENT AGENCY
(SUDA)
Govt. of Odisha (H & U.D.Deptt.)**



No. 72 /SUDA,

Date 3/11/16, Bhubaneswar

BID NOTICE

Sealed quotations are invited for hiring of vehicles in on "as and when required for local basis" from reputed travel agencies/ car provider with 5 years of experience. The Terms and Conditions are as under –

TERMS AND CONDITIONS:

1. Financial bid and specification should be submitted in one sealed envelope.
2. Each bidder shall submit only one price quotation.
3. Each page of bid document should be self-attested by the bidders.
4. The sealed envelope should clearly mention on the top – the memo no. and date of this notice in response to which quotation/ tender is being submitted.
5. Financial Bid should be submitted as per enclosed format Annexure-A.

ELIGIBILITY CRITERIA:

1. Self-attested Xerox copies of valid Trade License, Current Professional Tax, PAN Card, copy of latest I.T return should be submitted along with the quotation. Original certificate shall have to be produced at the time of the opening of the quotations.
2. Only those firms who have at least for 5 years of experience of providing car service to institutions/ Govt. Organizations/ Corporate offices will be allowed to participate in the above mentioned job/ tender.
3. EMD (Refundable) of Rs.2000/- in form of Demand Draft payable in favour of Additional Director, SUDA, Bhubaneswar to be submitted along with the bid. However in the event of breach of any terms and conditions of this notice by the bidder EMD can forfeited.

EVALUATION OF QUOTATION/ TENDER

SUDA shall evaluate and compare the quotation/ tender determined to be substantially responsive i.e. which

- a) Are properly signed; and
- b) Conform to the terms and conditions and specifications. The quotations would be evaluated considering average use as 12 hours in a day with average running km as 70 kms.



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Date _____, Bhubaneswar

AWARD OF CONTRACT

SUDA will award the contract to the bidder whose quotation has been determined to be substantially technically responsive and who has been determined to be must be:-

- Technically responsive and who has offered the lowest evaluated quotation price based on the evaluation mentioned above.
- SUDA reserves the right of acceptance or rejection of any quotation and to cancel the entire bid process at any point of time prior to the award of contract without assigning any reason whatsoever.
- Offer Validity – 60 days.

The bids sealed properly in envelopes can be submitted through speed post/ courier or by hand at SUDA office, Vivekananda Marg, Bhubaneswar between 10:00 A.M. to 4:00 P.M. on working days. The details of the bid advertisement may be accessed from H & U.D.Department website urbanodisha.gov.in.

Last Date of submission of bids is 15th November, 2016 up to 1:00 P.M. Opening of the bids will be on same day at 4:00 P.M. All the bidders are requested to be present during opening of bids.

Additional Director
State Urban Development Agency

STATE URBAN DEVELOPMENT AGENCY

Govt. Of Odisha (H & U.D. Deptt.)
Vivekananda Marg, Bhubaneswar-751014
Tel. No.0674-2432317/2432846
e-mail-sudaorissa@yahoo.co.in

Ref No. / 71 SUDA

Date: 3/11/16

To

The Additional Director,
SUDA, Bhubaneswar.

Sub-OFFER AGAINST SEALED QUOTATION? TENDERS FOR HIRING OF VEHICLE FOR SUDA " AS AND WHEN REQUIRED BASIS".

Dear Sir,

With reference to your tender notice dated.....inviting offer from registered & authorized car service provider for hiring of cars on as and when required basis by SUDA, Bhubaneswar, we are submitting our offer the specification of hiring of vehicle as given below and conforming to all terms and conditions of your above tender notice.

Standard of Vehicle	Category of Vehicles	Per Day Basis				
		Per K.M(Outside)	Per Day	Half Day	Additional Charge per K.M.	Additional charges per hour
Purchase on or after 1.01.2012 with Petrol/diesel/ CNG engine	Indigo(AC) eCS					
	Indica					
	Etios					
	Swift dezire					
	Innova					
	Tavera / Bolero					

Note: 1. Per day - ----- hours covered & free for -----K.M.

2. Half day ----- hours covered & free for -----K.M.

Rate offered should be inclusive of all charges including service tax.

Payment Terms:-

On monthly basis to be paid within 30 days of submission of invoice along with signed duty slips.

Validity of Rate: - One Year.


Authorized Signatory
Seal & Signature