

**BIJU PATTANAİK**  
**FILM & TELEVISION INSTITUTE OF ORISSA**  
**CUTTACK-753007**

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QUOTATION

No. 1373 Date. 14.11.2024

Sealed quotations are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing one (01) **AC Petrol/Diesel/CNG driven sedan vehicle** which shall conform to the Terms and conditions (Annexure-II) for office use in BPFTIO, Cuttack on monthly rent basis.

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, Valid Contract Carriage 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 License for driving light transport passenger vehicle and should be sufficient experienced in driving transport passenger vehicle.
3. The driver should be well behaved, gentle and obedient in nature.
4. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft **in favor of the Director, BPFTIO, Cuttack** and submitted along with the Quotation as security deposit. After completion of Quotation process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge, will be quoted in the general bid information. Engine oil or Lubricants will be quoted separately.
6. The vehicle must achieve a fuel efficiency of **17 Kms** per litre.
7. The details of the make and year of manufacturer of the vehicle, registration no., mileage (Kms covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Quotation (annexure-III)

8. The quotation completed in all respect should reach the undersigned on or before **26.11.2024 by 5.00 PM** and shall be opened on 27.11.2024 at **11.00 AM** in presence of the bidders or their authorized representatives.
9. The application form of quotation containing General Bid Information & terms and conditions for hiring of vehicle etc. will be downloaded from BPFTIO website [www.bpftio.ac.in](http://www.bpftio.ac.in) from 12.11.2024 to 26.11.2024. The applicant shall furnish a **Demand Draft (non-refundable) drawn in favor of the Director, BPFTIO, Cuttack** for an amount Rs.100/- (Rupees one hundred) only towards the cost of application along with the application.

  
Caw  
14/11/24

**Seal & Signature of  
Quotation Calling Authority**

## **Annexure-(II)**

### **TERMS & CONDITIONS FOR HIRING OF VEHICLES**

The following terms & conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis.

1. The hired vehicle, during period of contract, shall have all necessary valid MV documents such as-valid Registration Certificate, 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. 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 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, which is to be paid separately basing on actual consumption and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricants oil of engine, Gear Box & differential coolant, Tyres & Tubes, battery etc. will be borne by the bidder.
3. It shall be responsibility of the bidder to provide a good driver and salary of the driver shall be borne by the owner.
4. 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.
5. 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.
6. The quotation completed in all respect should reach the undersigned on or before **26.11.2024 by 5.00 PM** and shall be opened on 27.11.2024 at **11.00 AM** in presence of the bidders or their authorized representatives.

7. The application form of Quotation containing General Bid Information & terms and conditions for hiring of vehicle etc. will be downloaded from BPFTIO website [www.bpftio.ac.in](http://www.bpftio.ac.in) from 12.11.2024 to 26.11.2024. The applicant shall furnish a **Demand Draft (non-refundable) drawn in favor of the Director, BPFTIO, Cuttack** for an amount Rs.100/- (Rupees one hundred) only towards the cost of application along with the application.

A handwritten signature in blue ink, appearing to be 'Caw', is written above the date '14/11/24'.

**Seal & Signature of  
Quotation Calling Authority**

**Annexure-(III)**

**GENERAL INFORMATION FOR HIRING VEHICLES**

1.	Registration No. of Vehicle	:-	
2.	Type of Vehicle (AC)	:-	
3.	Year of Manufacturer	:-	
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.	Name/ address of the Driver	:-	
11.	D.L. No. & validity of the D.L. of the Driver	:-	
12.	Propose hire charge of the vehicle per month excluding fuel cost	:-	
13.	Rate of Fuel consumption / Mileage per litre	:-	
14.	Contact number of the Service Provider (Quotationer)	:-	

Mobile..... Telephone.....

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



**Seal & Signature of  
Quotationer**