

**ODISHA STATE FINANCIAL CORPORATION
OMP SQUARE, CUTTACK -753003.**

QUOTATION FOR HIRING VEHICLE (Four wheeler)

Sealed quotations are invited from the interested service providers having valid GST & GeM registration for providing one four wheeler (Car) for official use by Odisha State Financial Corporation, OMP Square, Cuttack-753003 as per the details below:

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| 1.Type of vehicle required- | Tiago/Bolt/Celerio or similar model |
| 2.No of vehicles to be hired- | 1 (one) |
| 3.Age of the vehicle to be hired- | Not older than three years |
| 4. Last date of submission of quotations- | 10.07.2024 on or before 4.00 P.M. |

The sealed quotations should be submitted to the Administration & premises Department of Head office, OSFC, OMP Square, Cuttack-3.

5. Terms and conditions:-

- i) The quotations will be opened at 4.00 PM on 11.07.2024 in presence of all bidders or their authorized representatives in the Finance Committee of the corporation.
- ii) The interested service provider shall go through the terms of agreement and other terms as mentioned in Government of Odisha , Finance Department Circular No.30464/F dt.06.09.2019.
- iii) The vehicle shall be hired for a period of one year from the date of agreement.
- iv) The hiring charge shall not include fuel cost which is to be paid separately basing on actual consumption and lubricants as per the Government norms.
- v) The service provider shall engage the Driver having valid Driving License. The Driver must well dressed, maintain polite & courteous behavior towards the

user as well as the other office staff. The Driver must have a working mobile phone and contact number to be provided to the officials.

- vi) The service provider will ensure that the vehicle is kept under optimum running condition and avoid accidents attributable to lack of maintenance/upkeep. The hired vehicles cannot be used for any private/commercial purpose beyond office hours or during holidays.
- vii) The hiring may be discontinued immediately when the vehicle are no longer required for offices.
- viii) The ceiling of consumption of petrol/diesel for the vehicle shall be as per the Government norms.
- ix) The successful service provider shall execute an agreement with the corporation in a prescribed format for a period of one year.
- x) Any violation of the terms and conditions as stated above is liable to penal action admissible as per law.
- xi) All disputes are subject to the jurisdiction of Cuttack, Odisha only.
- xii) The authority reserves the right to accept or reject of any/all quotations without assigning any reasons thereof.
- xiii) The log book shall be maintained for the hire vehicle, a kilometer reading, fuel account shall be recorded in the relevant column and verified regularly by our authorized officer before making payment.
- xiv) In case of non-availability of specific model vehicle, other similar vehicle can be allowed with same hiring charge/fuel mileage as stipulated in the circular.


GENERAL MANAGER