



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, BOUDH
(Social Security Section)

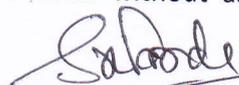
QUOTATION/ TENDER CALL NOTICE

No. 613 /SSEPD/ Dated: 20.03.2025

Sealed quotations /tenders are invited from interested reputed Travel Agencies/Tour Operators / private individuals for providing 01(One) number of vehicle AC Tiago/ Bolt/ Celerio (petrol) etc. companies including driver, which shall conform to the Terms and Conditions (Annexure-I) for official use of **District Social Security Office, Boudh** on monthly rent basis with effect from (w.e.f) **01.04.2025** as per the Office Memorandum No.30464 dated.06.09.2019 and No.22924, Dtd.14.08.2023 of Finance Department, Odisha.

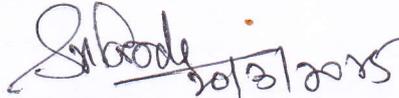
- (1) The vehicle must be Road Worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, pollution certificate, Valid Contract Carriage Permit, proof of upto date tax payment etc. which are mandatory for plying of vehicle.
- (2) The Driver of the vehicle must have a valid Driving License (D.L) for driving light transport passenger vehicle and should be sufficient experienced in driving transport/ passenger vehicle.
- (3) The Driver must be well behaved, gentle and obedient in nature.
- (4) A sum of Rs.5000/-shall be deposited including bidders in shape of Account Payee Bank Draft drawn in favour of the District Social Security Officer, Boudh and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- (5) The monthly rate of hire charges be quoted separately in the general bid information (excluding fuel and lubricants)
- (6) The vehicle must achieve a fuel efficiency of 17 Kms. per litre within hire charges of maximum Rs.20,000/-(Rupee Twenty thousand) only per month as per O.M.No.30464/F.Dated.06.09.2019 & No.22924, Dtd.14.08.2023 of Finance Department, Govt. of Odisha.
- (7) The details of the vehicle i.e year of manufacture, registration number, mileage (Kms. covered per litre) and name of the Driver with valid Driving Licence No. and period of validity should be specifically provided in the general bid information & Terms and conditions to be furnished with the Quotation/Tender (**Annexure-A**)
- (8) The Quotation completed in all respect should reach in the office of the District Social Security Officer, Boudh, on or before dt. 10.04.2025 by 05.00 PM by Speed Post/ Registered Post/ or in the drop box available in the District Social Security Office, Boudh and shall be opened on the same day at 05.00PM in the presence of the bidders or their authorised representatives.
- (9) The application form of quotation tender containing General Bid Information for Hiring of Vehicles etc. is given in (**Annexure-II**) and it can be downloaded from District Website, Boudh: <https://boudh.odisha.gov.in/>
- (10) The hiring of the vehicle will be valid from a period of 12 month initially and may be renewed for further on satisfaction.

The undersigned reserved the right to reject the quotation without assigning any reason thereof.


COLLECTOR, BOUDH
Collector & D.M.
Boudh

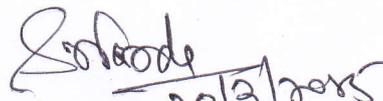
Memo No 614 Dated 20.03.2025

Copy forwarded to the Block Development Officer, Boudh/ Kantamal / Harabhanga, Tahasildar, Boudh / Kantamal/ Harabhanga, D.I & P.R.O, Boudh/ RTO, Boudh/ All District Level Officers for information and with a request to affix the same in the notice board for wide publicity.


20/3/2025
COLLECTOR, BOUDH
Collector S.D.M.
Boudh

Memo No 615 Dated 20.03.2025

Copy forwarded to DeGM, Boudh for information and necessary action with a request to upload the tender call notice in the website of Boudh District for wide publicity.


20/3/2025
COLLECTOR, BOUDH
Collector S.D.M.
Boudh

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 vehicles, 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 upto date tax payment etc. and D.L. of the driver available all the time. 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 damages to any property on account of use of hired vehicle any manner whatsoever. The hire 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 fuel, 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, Lubricating oil of Engine, Gear Box and differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
3. It shall be the responsibility of the bidder to provide a good driver and the driver shall be reachable at all time during duty hours and also available in emergency and the salary of the Driver shall be borne by the owner.
4. In case of brake down 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 terminate the agreement and may engage vehicle from other sources.
6. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
7. Monthly hire charges and reimbursements towards cost of fuel (as per actual) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
8. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
9. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
10. 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 month notice before such withdrawal of service and termination of agreement.
11. If the bidder violates any of the terms of contract. Government shall forfeit the entire amount of security deposit.
12. GST registration and Gem registration are compulsory for any Service Provider to provide hired vehicles to Government offices through open bidding.
13. It is the discretion of the Authority to cancel the agreement anytime basing upon the behaviour of the Driver and over the condition of the vehicle.


COLLECTOR, BOUDH

Collector & D.M.
Boudh

20/3/2025

APPLICATION FOR HIRING OF VEHICLE / GENERAL INFORMATION OF VEHICLE

1. Registration No.of Vehicle:
2. Type of Vehicle(AC/Non-AC):
(TUV300/Bolero/Bolero Neo)
3. Year of Manufacture:
4. Model:
5. Date of Registration:
6. Name and Complete addressof the owner of vehicle:
7. Fitness Certificate validity:
8. Permit validity:
9. Insurance validity:
10. Name /Address of the Driver(with mobile No.)
11. D.L.No.& Validity of the D.L.of the Driver:
12. Proposed hire Charges of the VehiclePer month excluding fuel cost:
13. Rate of fuel consumption/Mileage per Liter:
14. Contact Number of the Service provider(Tenderer/Quotation)

Mobile No: _____ Telephone: _____

Certified that the information submitted above is true to the best of my knowledge and belief:
Any information provided above found incorrect/false the application will berejected.

Full signature of the Quotationer /Tenderer