



## DISTRICT INFORMATION AND PUBLIC RELATIONS OFFICE, BOUDH

Letter No. 295/I&PR

Date: 22/07/2025

### QUOTATION CALL NOTICE FOR HIRING VEHICLE

Sealed quotations/tenders are invited as per Memorandum No 15836 dated 27.05.2025 of Finance Department, Odisha from interested reputed Travel Agencies / Tour Operators / individuals to provide One (01) No of vehicle having sitting capacity not more than 05 including driver, which shall conform to the Terms and conditions (Annexure-A) for official use in District Information & Public Relations Office, Boudh on monthly rent basis:

1. The service provider shall have a valid GST registration to participate in the tender.
2. The vehicle must be in road worthy (preferably new), shall not be more than 03 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 up-to-date tax payment etc. mandatory for plying of vehicle.
3. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/ passenger vehicle.
4. The undersigned reserves the right to modify any part or cancel this bid without assigning any reason any time thereof.
5. The Driver should be well behaved, gentle and obedient in nature.
6. The monthly rate of hire charge, excluding GST is quoted separately, excluding fuel.
7. The Vehicle must achieve a fuel efficiency of **17 KM per litre**.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per liter) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-B).
9. A sum of Rs. 1000/- (Rupees one Thousand) only shall be deposited by the intending bidders in shape of Account payee Bank Draft drawn in favour of the DI&PRO, Boudh and submitted along with the tender as EMD. After completion of the tender process, the amount will be refunded to unsuccessful bidders.
10. The monthly rate of hiring charges is to be quoted in general bid information in Annexure-1 (Excluding fuel). The maximum allowed hiring charges should be equal to or less than Rs. 24,000/-per month excluding of applicable taxes (as per Memorandum No 15836 dated 27.05.2025 of Finance Department, Odisha). The bid containing hiring charges over and above Rs.24,000/- per month will be disqualified/ cancelled.
11. The Quotation completed in all respect should reach to the undersigned on or before 31.07.2025 by 2.00 P.M. and shall be opened on the same day at 5.00 P.M. in presence of the bidders or their authorized representatives.
12. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available on District Web Site: <https://boudh.odisha.gov.in/> from date 22.07.2025 to 31.07.25.

*Rosini*  
22/7/2025  
DI&PRO, Boudh

Memo No. 296 Date: 22/07/2025

Copy to the DEGM, Boudh for information. He is requested to web-host the same in [www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in).

*Rosini*  
22/7/2025  
DI&PRO, Boudh