

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BOUDH.

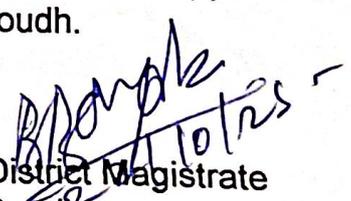
(Social Welfare Section)

No 2499 /Dated 24/10/2025

Quotation/Tender Call Notice for engagement of hire vehicle

Sealed quotations/tenders are invited from interested & reputed Travel Agencies / Tour Operators / Individuals for providing ONE No of vehicle having sitting capacity not more than five including driver, which shall confirm to the Terms and conditions (Annexure-II) for official use in District Hub For empowerment of Women, Boudh W & CD Department/ Office on monthly rent basis:

1. The service provider shall have a valid GST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. 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, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. mandatory for plying of vehicle.
4. The Driver of the vehicle must have a valid Driving Licence for driving light transport passenger vehicle and should be sufficiently experienced in driving transport/passenger vehicle.
5. The driver should be well behaved, gentle and obedient in nature.
6. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Dist Social Welfare Office, Boudh and submitted along with the tender as EMD. After completion of tender process, EMD shall be refunded to unsuccessful bidders.
7. The monthly rate of hire charge maximum Rs 24,000/- excluding GST be, quoted separately, excluding fuel.
8. The Vehicle must achieve a fuel efficiency of 17 Km per litre.
9. The details of the make and year of manufacture of the vehicle. Registration no., mileage (KM covered per litre) 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-III).
10. The Quotation completed in all respect should reach the undersigned on or before 31.10.2025 by 1.30 P.M. and shall be opened on the same day at 4.00P.M. in presence of the bidders or their authorized representatives.
11. The application form of quotation/tender containing General Bid Informing & Terms and conditions for Hiring of Vehicles etc. will be available with Dist. Social Welfare Office, Boudh can be downloaded from Boudh NIC. Website www.boudh.Odisha.gov.in from date 24.10.2025 to Date 31.10.2025
12. As per the Govt. Guideline vide Letter No.20260, Dt:08.08.2025 all Government vehicles at District level for stickering under BBBP.
13. The undersigned reserve the right to reject the quotation without assigning any reason thereof.
14. The bidders shall be written on front page of envelop in Capital letters applied for DSWO, Boudh or District Hub for Empowerment of Women, Boudh.


Collector & District Magistrate
Boudh

Memo No. 2500 /Date 24/10/2025

Copy to the DeGM, Boudh with a request to wave host the Tender/Quotation Call Notice in The District website for wide publicity.


24.10.2025

District Social Welfare Officer
Boudh

Memo. 2501 /Dt. 24/10/2025

Copy to the Additional District Magistrate, Boudh/CDO -Cum-Eo, Zilla Parishad, Boudh/Sub-Collector, Boudh/Tahasildar, Boudh/BDO, Boudh/CDPO, Boudh/Civil Supplies Officer, Boudh/DSSO, Boudh/DWO, Boudh/RTO, Boudh for favour of information with a request to Display in their respective Office Notice Boare(S) for wide publicity.


24.10.2025

District Social Welfare Officer
Boudh

(Annexure-II)

TERMS & CONDITIONS FOR HIRING OF VEHICLES

The following terms and 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 M.V. documents such as:- Valid Registration Certificate, Insurance Certificate, Fitness Certificate, pollution 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 losses of life/Injure 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 Petrol, which will 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 or Engine, Gear Box & differential Coolant, Tyers& 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 salary of the driver shall be borne by the owner.
4. In case of breakdown for reason whatsoever the replacement of a vehicle of the same or better modal 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 vehicles shall report for duty for minimum of 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. The vehicle shall not be more than 3 years old from the date of registration and also in good condition during the period of contract.
9. If the services are found to be unsatisfactory, the Clint 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, the Authority shall forfeit the entire amount of security deposit.
12. Monthly hire charges and and reimbursements towards cost of Petrol (as per actual) and lubricants(as per Govt.norms) of selected bidder will be paid in every succeeding month as per as possible within 15 days of submission of bills by the service provider and no advance payment will be made.

Signature of

Quotation/Tender calling Authority

APPLICATION FORM FOR HIRING VEHICLE

Sl. No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	Bank Account No. & IFSC Code	
4	Date of Registration	
5	Make & Model	
6	Fitness Certificate validity	
7	Pollution Certificate validity	
8	Permit validity	
9	Insurance validity	
10	Name & address of the Driver	
11	D.L No. of the Driver	
12	Validity of the D.L of the Driver	
13	Contract Number of the Service Provider	
14	Contract number of Driver	
15	Proposed hire charge of the vehicle per month excluding fuel cost	
16	Mileage per litre	
17	GST Registration No.	

Signature of the vehicle owner/Quotationer