



**OFFICE OF THE DISTRICT PROJECT COORDINATOR,  
SAMAGRA SHIKSHA, BOUDH**

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ସମଗ୍ର ଶିକ୍ଷା  
समग्र शिक्षा  
Samagra Shiksha

**Quotation/Tender Call Notice**

No. 1533 //Dt. 29.10.2025

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Individuals for providing 01 (One) No of petrol driven vehicle preferably Dezire/Celerio/Swift Dezire (petrol) having sitting capacity not more than 05 (Five) including driver, which shall confirm to the Terms and conditions (Appendix-A) for official use of DEO-cum-DPC, Samagra Shiksha, Boudh on monthly rent basis.

1. The service provider shall have a valid OGST (Regular) registration to participate in the tendering.
2. The vehicle must be in road worthy condition, shall not be more than 3 years old (preference will be given to new vehicle with reasonable price) 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, PAN number 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 Driver should be well behaved, gentle and obedient in nature.
5. Earnest Money Deposit (EMD): A sum of Rs. 5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of account payee bank draft drawn on any Nationalized/ scheduled bank in favour of the District Project Coordinator, Samagra Shiksha, Boudh payable at Boudh and submitted along with the quotation as Security deposit. After completion of quotation/tender process, the amount will be refunded to unsuccessful bidders. **BID submitted without EMD will summarily be rejected.**
6. The monthly rate of hire charge, excluding GST be quoted separately in the General information (Annexure 'B'), (excluding fuel and lubricants).
7. The Vehicle must achieve a fuel efficiency of **17 KMs** per liter with maximum hiring charges of Rs. 24,000/- (Rupees Twenty four Thousand) only excluding taxes.
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. The Quotation completed in all respect should reach the undersigned on or before 14.11.25 by 5:00 P.M. (on the working days only) at the District Project Office, Samagra Shiksha, Boudh and shall be opened on 15.11.25, 10:30AM in presence of the bidder or their authorized representatives.

10. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with District Project Office, Samagra Shiksha, Boudh from 01.11.2025 to 14.11.25 up to 5.00pm excluding Sunday and holidays or can be downloaded from the-District Website www.boudh.odisha.gov.in from Date 01.11.2025 to 14.11.2025 to Date up to 5 pm.
11. The tender received beyond the scheduled date and time will not be taken into consideration. The authority reserves the right to reject/cancel any bid or whole quotation without assigning any reason thereof and shall bear no liability whatsoever consequent upon such decision.

BY ORDER OF COLLECTOR-CUM-CHAIRMAN,  
SAMAGRA SHIKSHA, BOUDH.

  
29.10.25  
DEO-cum-DPC,  
Samagra Shiksha, Boudh

Memo No 1534 /Date 29.10.2025

Copy to DeGm, Collectorate, Boudh for information and necessary action. He is requested to upload the tender call notice (Copy enclosed) in the District portal ([www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in)).

Copy to the Notice Board of the Collector, Boudh/ CDO-cum-EO, ZP, Boudh / Dist. Education Officer, Boudh/ Sub-Collector, Boudh / RTO, Boudh / DI & PRO, Boudh/ DEO-cum-DPC, SS, Boudh/ BEO, Boudh for wide publication.

  
29.10.25  
DEO-cum-DPC,  
Samagra Shiksha, Boudh

## Terms & Conditions

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 MV documents such as; valid Registration Certificate, Insurance Certificate, Pollution Certificate, Fitness Certificate, valid Contract, Carriage Permit, proof of up-to-date tax payment, PAN Card, valid OGST(Regular) etc. and D.L. of the driver available all the times. The copy of the above documents is to be submitted along with quotation.
2. The DPO, Samgra Shiksha, Boudh 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.
3. 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 as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the owner.
5. The Driver should be well- dressed, disciplined, well behaved and non-alcoholic.
6. In case the driver proceeds on leave, the agency shall obtain approval/ permission from the authority. Further the bidder shall provide a suitable substitute.
7. 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.
8. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice and may engage vehicle from other source.
9. The vehicles shall report for duty for minimum of 25 days in a month.
10. In case of emergency, the driver will have to report for duty as per the requirement of hirer .No extra payment shall be demanded.
11. Monthly hire charges and reimbursements towards cost of fuel (as per actual on Km run) 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.
12. 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.



13. If the services are found to be unsatisfactory, the DPC, Samagra Shiksha, Boudh shall give one month notice and terminate the agreement.
14. 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.
15. If the bidder violates any of the terms of contract, DPC, Samagra Shiksha, Boudh shall forfeit the entire amount of security deposit.
16. The interested bidder have to submit sealed quotation/ Tender document in complete in all respect along with EMD & other documents in sealed cover subscribed "QUATOTION FOR PROVIDING HIRING OF VEHICLE" to the District Project Office, Samagra Shiksha, Boudh on or before 14.11.2025 (5PM). Quotation/ Tender received after due date & time will not be entertained. The quotation will be opened on 15.11.2025 (10:30 AM) in presence of the bidders or their authorized representatives.
17. The bidder or authorized representative of the bidder is required to remain present at the time of opening of quotation with all original documents for verification.
18. The quotation without fulfilling all the terms and conditions (required documents) is to be rejected.
19. The contract period may be extended/renewed as per the mutual consent of both parties otherwise the vehicle is withdrawn.
20. In case of dispute between the 1<sup>st</sup> and 2<sup>nd</sup> party the matter will be referred to the Collector-cum-Chairman, Samagra Shiksha, Boudh, whose decision will be final & binding on both the parties. The bidder cannot take shelter of any court of law on this count.
21. The authority reserves the right to cancel the whole quotation or any bid without assigning any reason thereof.

BY ORDER OF COLLECTOR-CUM-CHAIRMAN,  
SAMAGRA SHIKSHA, BOUDH.

  
29-11-25  
DEO-cum-DPC,  
Samagra Shiksha, Boudh