

OFFICE OF THE TAHASILDAR,  
HARABHANGA (CHARICHHAK)  
AT/PO-JHADRAJING, DIST-BOUDH



NIZARAT SECTION  
email ID-  
[tahasildar.harabhanga@rediffmail.com](mailto:tahasildar.harabhanga@rediffmail.com)

### QUOTATION/TENDER CALL NOTICE

No.NIZ-VI-01/2025/ 5046 /

Dated.12.12.2025.

Sealed quotation /tenders are invited from interested reputed Travel Agencies/Tour Operators or private individuals for providing (One)number of **BOLERO NEO+/SCORPIO** with inbuilt AC (Diesel vehicle) including driver, which shall confirm to the Terms and conditions (Annexure-I)for official use of Tahasildar, Harabhanga(Charichhak) on monthly rent basis.

1. The service provider shall have a valid GST registration to participate the tendering.
2. The vehicle must be Road Worthy condition ,shall not be more then 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, proof of up to date tax payment etc.which are mandatory for playing of vehicle.
3. The Driver of the vehicle must have a valid Driving License for driving light transport passenger vehicle and should be sufficient experienced in driving light transport passenger vehicle.
4. The Driver should be well behaved gentle and obedient in nature.
5. A sum of **Rs.5000/-**(Rupees Five thousand)only shall be deposited including bidders in shape of Account Payee Bank Draft drawn in favour of the **Tahasildar, Harabhanga(Charichhak)** payable at **SBI,Charichhak** and submitted along with the tender as security deposit.After completion of tender process,the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charges be quoted separately in the general bid information(excluding fuel and lubricants)
7. The vehicle must achieve a fuel efficiency of **10Kms** per litre.
8. The details of the make and year of manufacture of the vehicle registration number, mileage(Kms.covered per litre) and name of the Driver with Driving Licence No.and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-II)
9. The Quotation completed in all respect should reach in the office of the Tahasildar, Harabhanga(Charichhak) on or before **18.12.2025 by 1.00PM** and shall be opened on the same day at **03.00PM** in the presence of the bidders or their authorised representatives.
10. The application form of quotation tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with Tahasildar, Harabhanga(Charichhak) on request or can be downloaded from Boudh District Website: <https://boudh.odisha.gov.in/>from date.12.12.2025 to 18.12.2025 (up to 1.00PM)
11. Interested bidders may submit their sealed tender in the prescribed format with relevant documents super scribing "**Application for Hiring vehicle on monthly basis for use at Office of the Tahasildar, Harabhanga**" on the cover of the envelop to the Tahasildar, Harabhanga, Charichhak through speed post/registered post or by person.
12. As per Finance Department Office Memorandum No.15836/F dated.27.05.2025 maximum hire charges per month excluding taxes is Rs.37,200/-

13. The hiring of the vehicle will be valid from 20.12.2025 to 19.12.2026 and may be extended on satisfaction.

  
Tahasildar, Harabhanga,  
Tahasildar, Harabhanga  
Charichhak

Memo No. **5047** /Dated. **12.12.2025**.

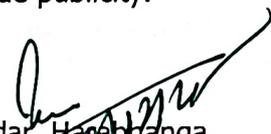
Copy forwarded to the Block Development Officer, Boudh/ Kantamal / Harabhanga , Tahasildar, Boudh / Kantamal/DI & P.R.O, Boudh/RTO, Boudh/ All District Level Officers for information and necessary action, with a request to affix the same in the notice board for wide publicity.

Copy to Notice Board.

  
Tahasildar, Harabhanga,  
Tahasildar, Harabhanga  
Charichhak

Memo No. **5048** /Dated. **12.12.2025**.

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.

  
Tahasildar, Harabhanga,  
Tahasildar, Harabhanga  
Charichhak

**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, Pollution Certificate, proof of up to date tax payment etc. and D.L. of the driver available all the time.
2. 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 damage to any property on account of use of hired vehicle any manner whatsoever. The hire 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 Diesel, 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 borne by the bidder.
4. It shall be responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
5. 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.
6. 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 sources.
7. The vehicle shall report for duty for minimum of 25days in month.
8. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
9. Monthly hire charges and reimbursements towards cost of **Diesel** (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.
10. The vehicle shall not be more than 3years old from the initial registration and also in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. 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.
13. If the bidder violates any of the terms of contract. Government shall forfeit the entire amount of security deposit.
14. The service provider shall have a valid **GST** registration for participate in the tendering.
15. It is the discretion of the Authority to cancel the agreement anytime basing upon the behavior of the Driver and over the condition of the vehicle.

  
Tahasildar, Harabhanga,  
Tahasildar, Harabhanga  
Charichhak

## Annexure-B

### GENERAL INFORMATION FOR HIRE VEHICLES

Sl No.	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	GST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No of vehicle	
7	Year of Manufavture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness certificate validity	
12	Polution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name /Address of the Driver	
16	D.L.No.& Validity of the D.L of the Driver	
17	Contact Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charges of the vehicle per month excluding fuel cost	
20	Rate of fuel consumption/Mileage per litre	

"Certified that the information submitted above is true to the best of my knowledge and belief".

Seal & Signature of Tenderer