



OFFICE OF THE PANCHAYAT SAMITI, KASHINAGAR, DISTRICT- GAJAPATI

No. 3531Dated 13.10.2025

QUOTATION/TENDER CALL NOTICE.

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing 2 (Two) nos. of Non-AC/AC diesel driven vehicle of TUV300/Bolero/Sumo Gold/ Ertiga having sitting capacity not more than ten including driver, which shall confirm to the Terms and conditions (Annexure-A) for official use in **Block Office, Kashinagar (PR & DW Department)** for the period from 01.11.2025 to 31.11.2027(for 3 years) on monthly rent basis with the terms and conditions provided/ annexed herewith for the following schemes.(Bolero Vehicle is first preparation).

- 1) The service provider shall have a valid GST registration to participate in the tendering.
- 2) 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.
- 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.
- 5) The Driver should be well behaved, gentle and obedient in nature.
- 6) A sum of Rs.5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of account payee Bank draft drawn in favour of the Block Development Officer, Kasinagar 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, excluding GST be quoted separately, excluding fuel.
- 8) The vehicle must achieve a fuel efficiency of 10 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 (Appendix-B)
10. The Quotation completed in all respect should reach to the undersigned on or before 28.10.2025 by 5.30 P.M. through Register and Speed post only. Any other methods wont be entertained and liable for rejection. The Quotation shall be opened on 29.10.2025 at 11 A.M in presence of the bidders or their authorized representatives.
11. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in the Odisha Govt. Website www.Odisha.gov.in and one can be downloaded from Odisha Govt. Website www.Odisha.gov.in from date on 13.10.2025 to Date 28.10.2025.

Seal & signature of Tender
 Calling Authority with designation.
 Kashinagar (Gajapati)

TERMS AND CONDITIONS FOR HIRING OF THE 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 vehicle 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 up-to-date tax payment etc and D.L of the driver available all the times.
2. The Department/office hiring the vehicle shall not be responsible for any damage/loss caused to hired vehicle or loss of life injury made to any person or damage to any property on account of use of hired vehicle in any manner whatsoever. The bidder shall be responsible for all such litigation if arise in future.
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 papers, replacement of spare parts, lubricating oil of engine, gear box and differential coolant, tyres and 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 salary of the driver shall be borne by the owner.
5. 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.
6. In case of the vehicle do not report regularly, the authority will be at liberty to reject the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a 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) and lubricants (as per Govt. norms) of selected bidders 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 3 years old from the initial registration and also in good running condition during the period of contract.
11. FAST Tag must be affixed on windshield of the vehicle for online Highway Toll payment.
12. If the service are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. In case of 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.


Block Development Officer,
Kashinagar, Gajapati,
Block Development Officer,
Kashinagar (Gajapati)

GENERAL INFORMATION

| Sl No | Particulars | |
|-------|---|--|
| 1 | Name of The Service Provider | |
| 2 | Complete Address | |
| 3 | GST Number | |
| 4 | GeM Registration Number | |
| 5 | Bank Account No & IFSC Code | |
| 6 | Registration No of Vehicle | |
| 7 | Year of Manufacture | |
| 8 | Make & Model | |
| 9 | Date of Registration. | |
| 10 | Name and Complete Address of the Vehicle Owner | |
| 11 | Fitness Certificate Validity | |
| 12 | Pollution 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 No of the Service Provider | |
| 18 | Contact No of Driver | |
| 19 | Proposed hire charge for the Vehicle per month excluding fuel cost. | |
| 20 | Rate of fuel consumption /Mileage per litre. | |


 Block Development Officer,
 Kashinagar. Gajapati.

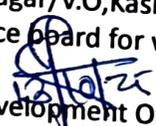
LOG BOOK

| Date | Place of Departure and time | Place of Arrival and time | Odo-Meter Opening reading | Odo-Meter Closing reading | Distance Travels | Mileage in (KM/Lit) | Purpose of Journey |
|------|-----------------------------|---------------------------|---------------------------|---------------------------|------------------|----------------------|--------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | |

| Name and designation of Officer using the Vehicle | Signature of the Officer | PETROL/DIESEL | | | | | Signature of Driver |
|---|--------------------------|---------------|-------------------------|-------|------------------------|-----|---------------------|
| | | OB | Petrol/ Diesel supplied | Total | Petrol/Diesel consumed | C.B | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| | | | | | | | |

Memo No 2532Dated. 13-10-25

Copy forwarded to the Notice Board, Tahasil office, Kashinagar/IIC, PS, Kashinagar/ CDPO, Kashinagar/E.O, NAC, Kashinagar/ MO, CHC, Kashinagar/V.O, Kashinagar/ RO, Forest, Kashinagar to affix the quotation call notice in their notice board for wide publicity.


Block Development Officer,
Kashinagar. Gajapati.

Memo No 2533Dated. 13-10-25

Copy to D I O, NIC, Gajapati for kind information and necessary action. He is requested to published in the website for wide General Publicity.


Block Development Officer,
Kashinagar. Gajapati.

Memo No 2534Dated. 13-10-25

Copy to submitted to the CDO cum-EO, ZP, Gajapati for favour of kind information.


Block Development Officer,
Kashinagar. Gajapati.

Memo No 2535Dated. 13-10-25

Copy to submitted to the Collector, Gajapati for favour of kind information.


Block Development Officer,
Kashinagar. Gajapati.