



ଓଡ଼ିଶା ଗ୍ରାମ୍ୟ ଉନ୍ନୟନ ଓ ବିପଣନ ସମିତି  
ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟ ଜଳ ବିଭାଗ, ଓଡ଼ିଶା ସରକାର

**ORMAS**  
BALASORE

**Odisha Rural Development & Marketing Society**

*creating competence and values in rural Odisha*

Panchayati Raj and Drinking Water Department, Government of Odisha

Letter No. 393 Date 02/12/2024

To,

The DEGM, Collectorate  
Balasore

Sub: Regarding publication of tender call notice on the website of  
<https://balasore.odisha.gov.in/>

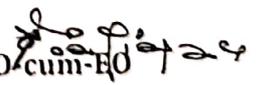
Sir,

With reference to the subject cited above, I am to request you to publish the tender call notice for hiring of vehicle for office use of ORMAS, Balasore at <https://balasore.odisha.gov.in/>

This is for your Information & necessary action.

Encl: Tender Call Notice.

Yours Faithfully,

  
CDO cum-EO  
Zilla Parishad, Balasore

Copy to:

1. The Collector & District Magistrate, Balasore for the favor kind information.





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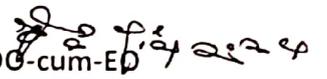
No. ୩୭୩ /

Date: ୦୨/୧୨/୨୦୨୪

**Tender Call Notice**

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Private individuals for providing 01 (One) no. of Petrol driven vehicles having sitting capacity not more than 05 (Five) including driver, which shall conform to the Terms and Conditions (Annexure-A) for official use of ORMAS, Balasore on monthly rent basis. The authority has rights to reject the tender process or modify any terms & conditions at any point of time.

1. 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.
2. A sum of Rs.5000.00 shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Implementation support to ORMAS, Balasore and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
3. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants).
4. The Vehicle must achieve a fuel efficiency of 17KM per litre.
5. 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-B).
6. The Quotation completed in all respect should reach the undersigned on or before ୨୭/୧୨/୨୪ by ୫:୦୦ P.M. and shall be opened on ୨୯/୧୨/୨୪ at ୧୧:୩୦ P.M. in presence of the bidders or their authorized representatives.
7. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available in the Website <https://balasore.odisha.gov.in>.

  
CDG-cum-ED  
Zilla Parishad, Balasore





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**Annexure-A**

**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 etc. and D.L. of the driver available all the time.
  2. The service provider shall have a valid GST registration to participate in the tendering in case of Agencies or Tour Operators.
  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. 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.
  6. 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.
  7. 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.
  8. 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.
  9. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
  10. The vehicle must report on duty every working day as per the office schedule. Further in case of the requirement, the vehicle can be used on holidays and at any time to meet the official requirement. There will not be any standard timing of engagement as the vehicle can be used on emergency or beyond office hour. Hence the bidder should be ready with the vehicle 24X7. No extra payment will be made towards hire charges for these extra duties.
  11. The vehicle once engaged in the Govt. Office cannot be used for other public carriage by the Owner during the agreement period.
  12. Monthly higher charges DOL/POI expenses as per approved norms will be paid to the supplier of vehicle in each succeeding month on submission of bills. No advance payment can be made.
  13. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) 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.
  14. 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.
  15. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.



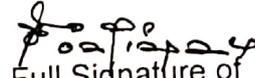


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16. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
17. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

  
Seal & Full Signature of  
Quotation/ Tender Calling Authority  
Designation  
**CDO-cum-EO**  
**ZP, Balasore**



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**Annexure-B**

**General Information**

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

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

Seal & Full Signature of  
Quotation/ Tender

