

ଓଡ଼ିଶା ସରକାର,
ସୋରୋ
ଜିଲ୍ଲା - ବାଲେଶ୍ଵର
ଦୂରଭାଷ -



TAHASIL OFFICE, SORO
DIST : BALASORE
EMAIL ID : so.01@odisha.gov.in
Phone No. 06788-221080

No 5800 Date 1.9.2025

TENDER CALL NOTICE
FOR HIRING OF VEHICLE FOR TAHASIL OFFICE ,SORO

The sealed quotations are invited from registered Travel Agencies/Tour Operators for providing of 01 (one) number of BS-VI compliant diesel driven vehicle (Bolero white colour –preferably latest version having commercial Regd.No.) on **monthly hiring basis**. Details regarding application form ,eligibility criteria, terms and conditions and the formats for submission of tender are mentioned in the tender document which may be downloaded from the website of balasore.odisha.gov.in Interested Travel Agencies/Tour Operators may submit their tenders in a sealed envelope super-scribing on the top of the sealed envelope as “ Tender for hiring of vehicle for Tahasil Office,Soro” At./P.O.Soro Dist.Balasore on monthly basis in reference to Tender Call Notice No. _____/date _____.”

The tender alongwith necessary documents should reach at the Office of the undersigned on or before **09.9.2025 by 3 P.M.** and tenders will be opened on the same day at 4 P.M. in the presence of bidders or their authorized representatives.

The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Tahasildar, Soro
(Tender Calling Authority)

Memo No. 5801 / Date 1.9.2025
Copy submitted to the Addl. District Magistrate (Revenue), Balasore for favour of
kind information.


01.09.25
Tahasildar, Soro

Memo No. 5802 / Date 1.9.2025
Copy forwarded to the DeGM, Balasore for information and necessary action. He
is requested to post the Tender Call Notice alongwith its enclosures in the website
balasore.odisha.gov.in for wide publicity.


01.09.25
Tahasildar, Soro

Memo No. 5803 / Date 1.9.2025
Copy alongwith enclosures forwarded to the B.D.O., Soro / E.O. Soro
Municipality/CDPO, Soro for information and necessary action. They are requested to
display this Notice in their Notice Board for wide publicity.


01.09.25
Tahasildar, Soro

Annexure-IITERM & CONDITION FOR HIRING OF VEHICLE

The following terms and condition must be fulfilled by the successful bidder for providing a vehicle on hire on monthly rent basis for a period of one year.

1. The hired vehicles, during period of contract shall have been 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. The Pollution under Control Certificate, 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 hired shall be responsible for all such litigation.
2. The hire charges to be paid for monthly basis but does not include cost of diesel, which is to be paid separately basing on actual consumption as per existing Government norms. All the expenditure of the vehicle towards repair replacement of spare parts, lubricant oil of Engine, gear box & different coolant, Tyre & Tubes, Battery etc. will be borne by the bidder.
3. It shall be responsibility of the bidder to provide a good experienced driver having valid driving licence to drive light motor passenger vehicle and salary of the driver shall be borne by the owner.
4. In case of breakdown for reasons whatsoever the replacement of vehicle of the same or better model shall be provide 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 sources.
6. The vehicle 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 hire. No extra payment shall be demanded.
8. Monthly hire charges 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 shall be demanded. TDS as per IT Act & Rules will be deducted.
9. The vehicle shall not be more than 3 years old and shall not run more than 50,000 KMs from the initial registration and also in good running condition during the period of contract.
10. The G.S.T. registration is compulsory for any service provider to provide hired vehicles to Govt. Offices.
11. Termination: tender Calling Authority shall have the discretion to terminate agreement work order at any time if the service provider fails to comply the statutory rules or the service is found to be unsatisfactory. Whereupon the agency will immediately cease the provision of the services and submit a bill for costs incurred to provide the contracted services to the date of termination.
12. The tenders/bids received in the prescribed time shall be opened by the Tender Committee at the prescribed date time and place. Any bid found incorrect or incomplete in any manner would be summarily rejected by the said committee.

Sd/-

Tahasildar, Soro

Annexure-III

APPLICATION FORM OF TENDER FOR HIRING OF VEHICLES FOR TAHASIL OFFICE, SORO
(The documents have to be arranged serially as per the order mentioned below)

01	Name of the Registered Travel Agency/Tour Operator	
02	Address of the Organization/Bidder with Mobile Number and mail-id	
03	Name of authorized signatory	
04	Specimen signature of authorized signatory	
05	Type of vehicle(AC/Non-AC) Model	
06	Regd. No. of Vehicle	
07	Year of Manufacture	
08	Date of Registration	
09	Fitness Certificate validity	
10	Permit validity	
11	Insurance validity	
12	Valid Pollution Certificate	
13	Rate of fuel consumption/Mileage per Ltr.	
14	Driving License No. and validity of the D.L.	
15	Name and address of the driver	
16	GST .Registration No.	
17	Quoted hire charges for Bolero per month including GST/TDS	
18	A/C Payee Bank Draft worth Rs.5000/- towards security deposit	
19	DD worth Rs.100/- towards application cost	
20	Copy of I.T. returns of last three years	

Declaration:

I/We hereby certified that the terms and conditions given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above are full and correct to the best of my/our knowledge. I /We understand that in case of any deviation/false information in the above statement at any stage, our firm/agency will be blacklisted/debarred and will not have any dealing with our organization in future.

Place:
Date:

(Seal & Signature of the Tenderer)