

Standard Bidding Document
Government of Odisha
OFFICE OF THE ICDS PROJECT, SORO, DIST. BALASORE
QUOTATION/TENDER CALL NOTICE

Notification No. 1011 / Dt 15/10/2025

Sealed quotations / tenders are invited from interested reputed Travel Agencies / Tour Operators or Private individuals having valid GST registration for providing 1 (One) number of AC BS-6 compliant Diesel driven vehicle (Commercial) which shall conform to the having sitting capacity not more than ten including Driver, which shall conform to the terms and conditions (Annexure-II) for official use in ICDS Project, Soro on monthly rent basis.

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, valid contract carriage permit, proof of up to date Tax Payment etc. which are mandatory for plying of vehicle. The vehicle with latest date of registration & latest running kilometres shall be given preference.
2. The office 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 any manner what so ever. 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 diesel. Which is to be paid separately basing on actual consumption and lubricants as per existing Governments norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of Engine, Gear Box & differential Collant, Tyres & Tubes, Battery etc. Will be borned 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 borned by the owner.
5. 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. The driver should be well behaved, gentle and obedient in nature
6. The maximum monthly rate of hire charge & fuel efficiency of the vehicles is given below. (excluding fuel cost and lubricants and GST)

Sl. No	Type of Vehicles to be hired	Maximum hire Charges per month excluding taxes (in Rs)	Minimum Average Mileage in KMs per litre
1	MAHINDRA BOLERO NEO (BS-6)AC / MAHINDRA BOLERO (BS-6) AC	Rs. 31,000/-	10

7. In case of breakdown for reasons what so ever 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 reject the agreement and may engage vehicle from other source.
9. In view of the emergency nature of work the vehicle along with the driver needs to be at the disposal of the office for 24 hours all along the week.

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 diesel (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.

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. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the C.D.P.O, Soro and submitted along with the tender as security deposit . After completion of tender process, the amount will be refunded to unsuccessful bidders.

14. The details of the make and year of manufacture of the vehicle registration No. , Mileage (KMs covered per litre) and name of the Driver with Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-III)

15. G.S.T. registration is mandatory for the Bidder.

16. The Tender papers completed in all respect should reach the undersigned on or before 30.10.2025 by 4.00 PM. and shall be opened on the date 31.10.2025 at 11.00 A.M. in the office of the BDO, Soro in presence of the bidders or their authorized representatives.

17. If the bidder violates any of the terms of the contract, Government shall forfeit the entire amount of security deposit.

18. The present hiring Vehicles has been allowed only for the period mentioned i.e. for the FY 2025-26.

19. 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.

20. This Office reserves the right to cancel the bidding process at any stage without assigning any reason thereof. This Offices also reserves the right to reject the vehicle, if the actual physical condition of the vehicle found to be un-satisfactory.


15/10/2025
C.D.P.O. SORO
Child Development Project Officer,
Dist. Balasore

Memo No. 1012 / Dt. 15/10/2025

Copy submitted to the Sub-Collector, Balasore / D.S.W.O, Balasore for favour of kind information and necessary action.

Copy submitted to the BDO, Soro / Tahasildar, Soro with a request to display the copy of the quotation in their office notice board for wide publication.


15/10/2025
C.D.P.O. SORO
Child Development Project Officer,
Dist. Balasore

Memo No. 1013 /Dt 15/10/2025

Copy to the I.C.D.S. Project , Soro Notice Board for wide publication.


15/10/2025
C.D.P.O. SORO
Child Development Project Officer,
Dist. Balasore
Soro.

Memo No. 1014 /Dt 15/10/2025

Copy submitted to the Block Development Officer, Soro for information. He is requested to attend the committee meeting on dt. 31.10.2025 at 11.00 A.M. in the office chamber of the BDO, Soro.


15/10/2025
C.D.P.O. SORO
Child Development Project Officer,
Dist. Balasore
Soro.

Memo No. 1015 /Dt 15/10/2025

Copy submitted to the District information, N.I.C, Balasore for favour of kind information and necessary action. He is requested to upload the Quotation call Notice in the Dist. Website for wide publicity.


15/10/2025
C.D.P.O. SORO
Child Development Project Officer,
Dist. Balasore
Soro.

ANNEXURE-II

TERMS & CONDITIONS FOR HIRING OF 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 vehicles, 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 DL of the driver available all the times. 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 any manner whatsoever. The hirer shall be responsible for all such litigation.
2. The hire charges to be paid 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 govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts lubricating oil of Engine, Gear Box and differential coolant, Tyres and tubes, Battery etc. will be borne by the bidder.
3. 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.
4. 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.
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 source.
6. The vehicles 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 . No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (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.
9. 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.
10. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
11. 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.
12. If the bidder violates any of the terms of contract, the authority shall forfeit the entire amount of security deposit.
13. The agreement is valid up to 31.03.2026 from the date of agreement.


G.P.O., SORO
Dist-Balasore
Tender calling Authority.

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle:
2. Type of Vehicle (AC-BS-6):
3. Year of Manufacture:
4. Model:
5. Date of registration:
6. Name & complete address of the
owner of vehicle:
7. Fitness certificate validity:
8. Permit validity:
9. Insurance validity:
10. Name / Address of the Driver:
11. DL No. & Validity of the DL of the driver:
12. Proposed hire charge of the vehicle per month excluding fuel cost:
13. Rate of fuel consumption/Mileage per litre:
14. Contact Number of the Service Provider(Tenderer / Quotationer)
15. Contact No of Driver

Mobile No.Telephone.....

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

Seal & Signature of the Quotationer