

OFFICE OF THE C.D.P.O.SADAR,RURAL, BALASORE

Notification No. 710

Dt. 14.11.25

QUOTATION / TENDER CALL NOTICE

Sealed quotation / tender 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 Vehicles (Commercial) having sitting capacity not more than ten including driver, which shall conform to the terms and conditions (Annexure-A) for official use in **ICDS Sadar Rural, Balasore** on monthly rent basis.

1. The vehicle must be in Road Worthy condition, shall not be more than three 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 & least running kilometre shall be give preference.
2. The driver of the vehicle must have a valid Driving License for driving light transport passengers vehicle and should be sufficiently experienced in driving transport passenger vehicle. The driver should be well behaved, gentle and obedient in nature. 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.
3. The Service provider shall have a valid GST registration to participate in tendering.
4. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of the Child Development Project Officer, Sadar-Rural, Balasore and submitted along with the tender as Security deposit. After completion of tender Process, the amount will be refunded to Unsuccessful bidders.
5. The vehicle must be Commercial Number.
7. The details 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).
8. The monthly rate of hire charges & fuel efficiency of the Vehicle is given below (Excluding fuel & Lubricants).

Sl. No	Type of Vehicles to be hired	Maximum hire Charges per month including taxes	Maximum Average Mileage in Kms per litre
1	TUV-300/BOLERO/BOLERO NEO/SUMO GOLD /ERTIGA	Rs 31, 000/-	10

9. 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.

10. The tender papers completed in all respect should reach the undersigned on or before **28.11.2025** by **1.00 PM** and shall be opened on the same day at **3.00 PM** in the Office of the BDO, Sadar, Balasore under signed in presence of the bidders or their authorised representative.



11. The details regarding tender Papers, terms & Conditions ,earnest money deposited etc. can be obtained from the Office of the CDPO, Sadar Rural Balasore from 14.11.2025 to 28.11.2025 in Office hour. The cost of tender paper is non refundable. The undersigned reserves the right to accept or cancel any tender without assigning any reason thereof.

12. The agreement is valid for 1 year from the date of agreement.


14/11/2025
Child Development Project Officer,
Balasore, Sadar(Rural)
Child Development Project Officer
Balasore Sadar (Rural)

Memo No. 711. / Date 14.11.25

Copy submitted to the Sub-Collector Balasore/ Tahasildar, Balasore/BDO, Sadar Balasore/D.S.W.O Balasore for favour of kind information with a request to display the copy of the quotation in their office notice board for wide publication.


14/11/2025
Child Development Project Officer,
Balasore, Sadar(Rural)
Child Development Project Officer
Balasore Sadar (Rural)

Memo No. 712 / Date 14.11.25

Copy submitted to the DeGM, Collectorate, Balasore for favour of kind information. He is requested to upload this Quotation call notice in Balasore Dist. Website for wide publication of general public.


14/11/2025
Child Development Project Officer,
Balasore, Sadar(Rural)
Child Development Project Officer
Balasore Sadar (Rural)

Memo No. 713 / Date 14.11.25

Copy to Office notice Board.


14/11/2025
Child Development Project Officer,
Balasore, Sadar(Rural)
Child Development Project Officer
Balasore Sadar (Rural)



Terms & Conditions

The following terms and conditions must be fulfilled by bidder:

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 times.
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 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 fuel, which is to be paid separately 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.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the service provider.
5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate 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. No extra payment shall be made.
9. Monthly hire charges and reimbursements towards cost of fuel (as per norm) 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. 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.


14/11/2025 Seal & Signature of
Quotation / Tender Calling Authority with Designation
Child Development Project Officer
Balasore Sadar (Rural)

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 and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
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 Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charge 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