



CT & GST ENFORCEMENT RANGE, BALASORE
(UNDER COMMISSIONERATE OF CT & GST, ODISHA, CUTTACK)
FINANCE DEPARTMENT, GOVT OF ODISHA
AT-KACHERY ROAD, PO/DIST-BALASORE, PIN-756001

No. 857 /CT & GST

Date 04.12.25

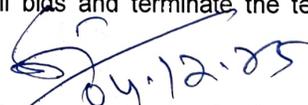
Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour operators or private individuals for providing 02 no. Of AC Petrol/Diesel driven Vehicle having sitting capacity not more than 7 (Seven) including driver, which shall confirm to the Terms and Conditions (Appendix-A) for official use in CT & GST Enforcement Range, Balasore i.e. One for CT & GST Enforcement Range, Balasore and the other for CT & GST Enforcement Unit, Balasore on monthly hiring basis. The vehicles will be engaged from the date of signing of Agreement. The types of vehicles required are as detailed below.

SL No.	Type of Vehicle	No. Of Vehicle required	Maximum Hire Charges per Month (Excluding Fuel cost & GST)	Minimum Average Mileage in KMs per Litre
1	TUV/BOLERO/TATA SUMO GOLD/ERTIGA (preferably AC vehicle)	2 (Two)	Rs.37200 (for each Vehicle)	10 (Ten)

The application form of Tender containing General Bid information & Terms and conditions for Hiring of Vehicle may be obtained from CT & GST Enforcement Range, Balasore on any working day with in Dt. **23/12/2025** between 10.00 A.M to 5.30 P.M or can be downloaded from the district website of Balasore i.e. www.balasore.odisha.gov.in. The tender completed in all respect should reach the undersigned on or before Dt. **23/12/2025** by 5.30 P.M by Speed post/ Registered Post/ Courier only.

The Authority reserves the right to reject any or all bids and terminate the tender process without assigning any reason thereof.


04.12.25
Joint Commissioner of CT & GST
CT & GST Enforcement Range, Balasore
BALASORE.

Memo No. 858 /CT & GST

Date 04.12.25

Copy submitted to the Commissioner of CT & GST (Odisha), Cuttack for kind information.


04.12.25
Joint Commissioner of CT & GST
CT & GST Enforcement Range, Balasore
BALASORE.



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(UNDER COMMISSIONERATE OF CT & GST, ODISHA, CUTTACK)
FINANCE DEPARTMENT, GOVT OF ODISHA
AT-KACHERY ROAD, PO/DIST-BALASORE, PIN-756001

Quotation/Tender Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies/ Tour operators or private individuals for providing 02 (two) nos. Of AC Petrol/Diesel driven Vehicle having sitting capacity not more than 7 (Seven) including driver, which shall confirm to the Terms and conditions (Appendix-A) for official use in CT & GST Enforcement Range, Balasore i.e. One for CT & GST Enforcement Range, Balasore and the other for CT & GST Enforcement Unit, Balasore on monthly hiring basis.

1. The Service Provider shall have a valid GST registration to participate in the tendering.
2. The Service Provider, participating in the bidding process under the jurisdiction of Municipal Corporations, shall be registered on GeM platform.
3. The vehicle must be in Road Worthy condition, shall not be more than 3 (three) years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contact Carriage Permit, proof of up-to-date tax payment etc, mandatory for plying of vehicle.
4. 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/- (for each vehicle) shall be deposited by the intending bidders in shape of Account Payee Bank Draft in favour of Joint Commissioner of CT & GST, CT & GST Enforcement Range, Balasore 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 Kms. Per Litre. If the fuel efficiency of the vehicle becomes more than 10 KM, the service provider can't take away the extra fuel with the plea that the minimum average mileage is 10 KM per litre.
9. The Vehicle Log Book shall be signed by the user of the vehicle for noting daily opening and closing kilometres of reading. The fuel cost will be calculated basing on the actual kilometres reading. No fuel shall be provided for to and fro trips to the vehicle from the premises of the vehicle provider to the office premises.
10. 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 (Appendix-B).
11. The Quotation completed in all respect should reach the undersigned on or before dt.23/12/2025 by 5.30 P.M and shall be opened on the same day at 05:30 P.M in presence of the bidders or their authorized representatives.
12. The application form of quotation/tender containing General Bid Information & Terms and Conditions for Hiring of Vehicles etc will be available with the Joint Commissioner of CT & GST, CT & GST Enforcement Range, Balasore can be downloaded from the district website of Balasore i.e. www.balasore.odisha.gov.in from date 05/12/2025 to 23/12/2025.

[Handwritten Signature]
04.12.25

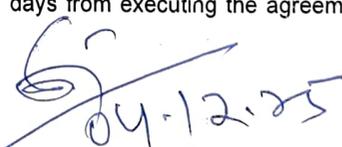
Joint Commissioner of CT & GST,
CT & GST Enforcement Range, Balasore

Joint Commissioner of CT & GST
CT & GST Enforcement Range,
BALASORE

TERMS AND CONDITIONS

The following terms and condition must be fulfilled by the bidder:

1. The hired vehicle, during period of contract, shall have all necessary valid M.V. 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. CT & GST Enforcement Range, Balasore shall not be responsible for any damage/ loss caused to hired vehicle or losses 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 on 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, Lubricants 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 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 Vehicle 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 far 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 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 give one month notice before such withdrawal of service and termination of agreement.
13. If the bidder violates any term of the contract, Government shall forfeit the entire amount of security deposit.
14. The successful bidder(s) is/ are required to execute hire agreement with this office within seven days of receiving information from this office to this effect and is/ are required to provide the selected vehicles for hire within such no of days, not exceeding 07 days from executing the agreement, as will be intimated by this office.


Joint Commissioner of CT & GST
CT & GST Enforcement Range, Balasore
Joint Commissioner of CT & GST
CT & GST Enforcement Range,
BALASORE.

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 the 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 Charges 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 the Tenderer