



ଓଡ଼ିଶା ସରକାର / GOVERNMENT OF ODISHA

ତହସିଲଦାରଙ୍କ କାର୍ଯ୍ୟାଳୟ, ନାରାୟଣପାଟଣା / OFFICE OF THE TAHASILDAR, NARAYANPATNA

ଜିଲ୍ଲା : କୋରାପୁଟ / DISTRICT- KORAPUT, PIN - 764014

Email: [tah.narayanpatna@nic.in](mailto:tah.narayanpatna@nic.in)

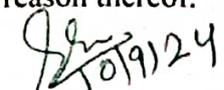
No. 1622/2024

Date: 10/09/2024

**QUOTATION/ TENDER CALL NOTICE**

Sealed Quotations/ Tenders are invited from interested reputed Travel Agencies/Four Operators or private individuals for providing of 01 no. of AC/ Non-AC Diesel Driven Vehicles (TUV300/ Bolero/ Sumo Gold/ Ertiga) having sitting capacity not more than ten including driver, with minimum average milage 10 Kms per litre and maximum hire charge of Rs. 31000/- per month, excluding fuel, which shall conform to the Terms and conditions (Annexure-II) for official use in Office of the Tahasildar, Narayanpatna on monthly rental 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, GST & GEM Registration etc. which are mandatory for plying of vehicle.
2. 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.
3. The Driver should be well behaved, gentle and obedient in nature & must have at least 3 years experience in driving.
4. A sum of Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of Tahasildar, Narayanpatna payable at SBI, Narayanpatna and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. The monthly rate of hire charge is quoted separately in the General bid information (including Driver's monthly salary, excluding fuel & lubricants).
6. The Vehicle must achieve a fuel efficiency of at least 10 Kms. Per liter.
7. The details of the make and year of manufacture of the vehicle, registration no. mileage (Kms. Covered per liter) 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 Quotation completed in all respect should reach the undersigned on or before **1.00 p.m on 20.09.2024** through **Registered post/ By hand** and shall be opened on the same day at **3.30 p.m** in presence of the bidders or their authorized representatives.
9. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with Section Officer, Office of The Tahasildar, Narayanpatna on payment Rs.100/- from **10/09/2024 to 20/09/2024 at 12.00 p.m.** or can be downloaded from Odisha Government website (<http://www.koraput.odisha.gov.in>) from **10/09/2024 to 20/09/2024**. In case the application form is downloaded from Government website, the applicant shall furnished a demand draft for an amount **Rs.100/-(Rupees One Hundred)** only towards the cost of application along with the application.
10. Tender call notice cancelled at any time without assigning any reason thereof. Further the under signed reserves the right to reject all or any offers without assigning any reason thereof.

  
Tahasildar,  
Narayanpatna

**Memo No. 1623/2024**

**Dated: 10/09/2024**

Copy submitted to DIO, NIC, Koraput for information and necessary action. She is requested to upload the same in the District website i.e [koraput.nic.in](http://koraput.nic.in) for wide publication.

Copy to DIPRO, Koraput for information and necessary action.

Copy to this office Notice Board for publication.

  
**Tahasildar, Narayanpatna**  
**Dated: 10/09/2024**

**Memo No. 1624 /2024**

CDO-cum-EO, Zilla Parishad, Koraput/ Sub-Collector, Koraput & Jeypore/ Deputy Collector, Nizarat, Collectorate, Koraput/All District level Officers/ All Tahasildars/ All BDOs of this district/ MO, CHC, Narayanpatna/ CDPO, Narayanpatna for information and they are requested to affix the Quotation Call Notice in their respective Notice Board for wide publication.

  
**Tahasildar, Narayanpatna**

**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 vehicle, 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, GST Registration & GEM Registration etc. and D.L. 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 for monthly basis is final but doesn't include cost of diesel, which is to be paid separately basing on actual consumption and lubricants 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, Tyers & 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 vehicle shall report for duty for minimum 25 days in a month.
7. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment will be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel/Petrol (as per actual) and lubricants (as per Govt. norms) of selected bidder will be paid in every succeeding month, as per as possible with in fifteen days of the submission of bills by the service provider subject to availability of fund and no advance payment will be made.
9. The vehicle shall not be more then 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, Govt. shall forfeit the entire amount of security deposits.
13. The application form must be signed by the vehicle owner or bidder and properly sealed and also attached all relevant documents including drafts as per the terms and conditions.

  
Tahasildar,  
Narayanpatna

**GENERAL INFORMATION FOR HIRING VEHICLE**

1	Registration No. of Vehicle	
2	Type of Vehicle (AC/ Non-AC)	
3	Year of Manufacture	
4	Model	
5	Date of Registration	
6	Name & complete address of the owner of the vehicle,	
7	Fitness Certificate validity	
8	Permit validity	
9	Insurance validity	
10	Name /Address of the Driver	
11	D.L. No.& Validity of the D.L. of the Driver	
12	Proposed hire Charges of the vehicle per month excluding fuel cost	
13	Rate of fuel consumption/ Mileage per liter	
14	Contact Number of the Service Provider (Tenderer/ Quotationer) Moblie ..... Telephone.....	

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

**Signature & Seal of the  
Quotationer/ Tenderer**