



OFFICE OF THE  
CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER CUM  
DISTRICT MISSION DIRECTOR,  
NATIONAL HEALTH MISSION, KORAPUT  
Phone No: 06852-299964 e-mail:nhmkt@gmail.com

Bid No. <sup>3448</sup>...../2025

Date: 03.-06-2025

**Tender Call Notice**

Sealed tenders are invited from interested reputed travel agencies/ tour operators/ private individuals/NGOs for providing a A/C or Non-A/C diesel driven vehicles (Tata Sumo, Safari / Mahindra, Bolero, Scorpio, Xylo / Toyota Qualis, innova/Travera etc.) on monthly hiring basis for use in the office of the CDM & PHO, Koraput, which shall confirm to the Terms & Conditions (Annexure-I).

- 1) The vehicle must be in roadworthy 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
- 2) The Driver of the vehicle must have a valid driving licence 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
- 4) A sum of **Rs.5,000/- (Rupees Five thousand)** only should be deposited by the intending bidder in shape of account payee bank draft **per vehicle** in favour of **"CDM & PHO, Koraput"** payable at Koraput and submitted along with the tender as Security Deposit. After completion of the tender process the amount will be refunded to unsuccessful bidders and to the successful bidder on completion of the agreement period. The same will be forfeited on the event of non-compliance.
- 5) The monthly rate of hire charges is to be quoted in the general bid information (excluding fuel).
- 6) The vehicle must achieve a **minimum fuel efficiency of 12 K.M.** per litre for Non-AC and **10 K.M. per litre for AC** use of vehicle.
- 7) The details of the make and year of the manufacture of the vehicle, registration number and name of the driver with driving license number and period of validity should be specifically provided in the general bid information to be furnished with the tender (Annexure-III)
- 8) The tender document completed in all respect should reach at the office of the undersigned through Regd. Post/ Speed Post/ Courier **on or before 24.06.2025 by 5.00 PM** and shall be opened on the same day i.e 24.06.2025 at 5.15 PM in the presence of the bidders or their authorised representatives in the office chamber of the Chief District Medical & Public Health Officer, Koraput. The cover of the bid should be superscribed as **"Tender for Hiring of Vehicle for CDM & PHO Koraput"**

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- 9) The application form of tender containing general bid information and terms and conditions for hiring of vehicle etc. can be downloaded from Koraput district website <https://koraput.odisha.gov.in> from 04.06.2025 to 24.06.2025. The applicant shall furnish a Demand Draft of Rs.500/- (Rupees Five hundred) only **per vehicle** in favour of "**CDM & PHO, Koraput**" payable at Koraput towards the cost of application along with the application.
- 10) The lowest rate quoted towards hiring charges will be selected for engagement.
- 11) In case the quoted prices and vehicle models are same of different bidders, then the newer vehicle shall be considered and if same price with different models then the higher model shall be preferred but the final decision will be of the undersigned.
- 12) The District Authority / Tender Inviting Authority reserve the right to accept or reject any proposal at any time without any liability or any obligation for such rejection or annulment and without assigning any reason.

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*03.06.25*  
Chief District Medical &  
Public Health Officer,  
Koraput

Terms & Conditions of Hiring Vehicles:

The following terms and conditions must be fulfilled by the bidder for providing vehicles on hire on monthly rent basis.

1. The bidder **must have valid GSTIN and an operative PAN.**
2. 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 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 charge to be paid for monthly basis is final but does not include the cost of diesel, which is to be paid separately basing on actual consumption and 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 salary or wages of the driver shall be borne by the owner.
5. In case of breakdown for any reason whatsoever, the replacement of the same or better model shall be provided by the owner of the vehicle/bidder.
6. **Vehicle must not be more than 3 years old from the initial registration as on 31/05/2025** and also in good condition during the period of contract.
7. There will be an agreement between authority and party for availing the services, either party can discontinue the service with one month prior intimation to other party.
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. The vehicle has to be available at office on ,all working days. But in exceptional cases it may be called for on holidays for which no extra cost will be paid.
10. No advance payment will be made by the authority to the party. The billing will be done on a monthly basis and it should be submitted by the party by the first week of the following month.
11. If a vender wishes to engage a **brand new vehicle**, he should mention the make and model and a declaration for engagement within 30 days. In such cases, the intending bidder shall furnish a declaration in Annexure-II & an additional A/c payee DD of **Rs.5,000/- per vehicle** in favour of "**CDM & PHO, Koraput**" payable at Koraput to be attached to the bid as **commitment security per vehicle** for those who wish to engage a brand new vehicle within 30 days. The additional commitment security will be forfeited on the event of failure to provide the vehicle within one month.

*New*

12. The authority has right to **brand the vehicle** as per requirement of the scheme.
13. TDS of GST and Income Tax, as applicable, will be deducted from the hiring charges.
14. In the event any dispute arises between the parties out of or in connection with these terms and conditions, the parties hereto shall endeavour to settle such dispute amicably in the first instance and subject to Koraput jurisdiction. If the reconciliation fails then the matter/dispute will have the jurisdiction of the Civil Court of Koraput.

Signature of the bidder

New

Annexure-II

Declaration

I, Sri/Ms. \_\_\_\_\_, Son/Daughter/Wife of \_\_\_\_\_, resident of \_\_\_\_\_, P.S. \_\_\_\_\_, District \_\_\_\_\_, intend to participate in the tender for hiring of a vehicle for CDM & PHO, Koraput.

I hereby undertake that, if selected through the bidding process, I will provide a brand new vehicle of \_\_\_\_\_ (model) and \_\_\_\_\_ (make), within the stipulated time as specified in the tender terms.

In the event of my failure to provide the new vehicle within the prescribed period, I shall have **no objection** to the forfeiture of my **commitment security** by the tender inviting authority.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of the Bidder: \_\_\_\_\_

Name: \_\_\_\_\_

Contact No.: \_\_\_\_\_

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**Annexure-III**

**GENERAL INFORMATION FOR HIRING VEHICLES**

Sl. No.	General Information & Price offered	
1	Registration No. of the vehicle	
2	Types of the vehicle (AC/Non-AC)	
3	Year of Manufacture	
4	Model	
5	Date of Registration	
6	Name and Complete address of the owner of the vehicle	
7	Contact number of the bidder	
8	GSTIN of the Bidder	
9	PAN of the Bidder	
10	DD No., date & amount for Application Fees (Non refundable)	DD No ...../ dated ..... Rs. 500/- (Rupees five hundred only)
11	DD No., date and amount for Security Deposit	DD No ...../ dated ..... Rs. 5,000/- (Rupees five thousand only)
12	DD No., date and amount for Commitment Security, if any	DD No ...../ dated ..... Rs. 5,000/- (Rupees five thousand only)
13	Fitness certificate validity	
14	Permit validity	
15	Insurance validity	
16	Name/Address of the Driver	
17	DL No & Validity of the DL of the Driver	
18	<p><b><u>Proposed hire charges per Month</u></b></p> <p style="text-align: right;"><b>Gross Hire Charges</b> Rs. ..../-</p> <p style="text-align: right;"><b>Add: CGST.....%</b> Rs. ..../-</p> <p style="text-align: right;"><b>Add: SGST.....%</b> Rs ...../-</p> <p style="text-align: right;"><b>Total</b> Rs...../- (Rupees.....)</p> <p><b>(Total charges including GST )</b></p> <p>.....)</p>	

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

Seal & Signature of the Bidder

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