

# OFFICE OF THE SUB-COLLECTOR, KORAPUT

No. 5383 /2025

Date 25.06.2025

## TENDER CALL NOTICE

Sealed quotations/tenders are invited from the interested reputed travel Agencies /tour operators/ private individuals having valid PAN and GST for providing 1 (one) nos. of POL driven vehicle preferably **Scorpio/Bolero Neo** having sitting capacity not more than 7+1, which shall confirm to the term and conditions (Appendix-A) as detailed below for official use in the office of the **Sub-Collector, Koraput** on monthly rent basis.

1. The service provider shall have a valid GST registration to participate in the tendering.
2. 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, pollution certificate, valid contract carriage permit, proof up to date tax payment etc. which are mandatory for plying of vehicle.
3. The driver of the vehicle must have a valid driving license for driving light transport passenger vehicle and should be sufficiently experience in driving transport passenger vehicle.
4. The driver should be well behaved, gentle and obedient in nature.
5. A sum of Rs. 5000/- (Rupees Five Thousand) only shall be deposited by intending bidders in shape of bank draft drawn in favour of the Sub-Collector, Koraput and submit with the tender as security deposit. After completion of the tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel.
7. The vehicle must achieve a minimum fuel efficiency of 10 KMPL.
8. The details of the make and year of manufacture of the vehicle, registration No. mileage (Kms cover per liter) and name of the driver with driving license No. and period of validity should be specially provided in the general bid information furnished with Quotation/Tender (Appendix-B)
9. The quotation/Tender completed in all respect shall reach the undersigned on or before 03. 07.2025 by 5.00 PM and shall be opened on date i.e. 04.07.2025 at 11.00 AM in presence of the bidders or their authorized representatives.
10. The application form of quotation/tender containing General Bid information & term and conditions for hiring of vehicles etc will be available with Nazir of this office and also can be downloaded from District NIC web side <https://koraput.odisha.gov.in> from date 26.06.2025 To date 02.07.2025
11. The monthly hiring charges @ Rs. 37200/- per month .
12. Financial Bid must be submitted in separate envelope failing which bid will be rejected.

  
25.6.25  
Sub-Collector, Koraput

Memo No. 5384 /2025

Date 25.06.2025

Copy submitted to the Collector, Koraput / All BDOs/All Tahasildar's/ Executive Officers, ULBs of this Sub-Division/ RTO, Koraput for favour of information and they are requested to display the tender call notice in their notice board for wide publication.

Copy to the DeGM, Koraput for information. He is requested to upload the tender call notice in the website of <https://koraput.odisha.gov.in> for wide publication and download purpose.

  
Sub-Collector, Koraput

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.

  
Seal & Signature of

Quotation / Tender Calling Authority with Designation