



**OFFICE OF THE DEPUTY DIRECTOR OF MINES, JEYPORE CIRCLE,
DIST- KORAPUT.**

Lane 7A, Lingaraj Nagar, Jeypore, 764004
Mail: - ddm-jeyporemm@od.gov.in

Notice No. 1955/Mines.

Date. 24.07.2025.

Quotation Call Notice

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour Operators / Individuals for providing 4 (Four) nos. of AC driven vehicle BOLERO (**BS-VI emission compliant Vehicles shall not be older than three years at the time of submission of bid**) having sitting capacity not more than 7 (Seven) including Driver, which shall conform to the Terms and conditions (Annexure-A) for official use in Office of the Deputy Director of Mines, Jeypore/ Office of Mining Officer, Malkangiri/ Office of Mining officer, Nabarangapur/ Office of Mining Officer, Rayagada on monthly rent basis: i.e., Maximum Rs. 37,200/- (**exclusive of applicable taxes**) per month, per vehicle.

The sealed envelope along with the name and address superscribed on the envelope and clearly marked the "**Quotation call Notice for hiring of the vehicle for District**". Bidders must specify if they are bidding for one, some, or all locations. The quotations received after the due date and time will not be entertained. The service provider shall have a valid GST registration to participate in the tendering.

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, Pollution Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. 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.
4. A sum of ₹30,000 (Rupees Thirty Thousand only) per location applied for shall be deposited by the intending bidders as Bid Security (EMD). Micro and Small Enterprises (MSEs) and registered Start-ups are exempted from paying EMD upon submission of a valid certificate. All bidders may, in lieu of the EMD, furnish a signed Bid Security Declaration.
5. EMD of the successful bidder will be refunded after submission of a Performance Security in the form of a Bank Guarantee at the time of agreement. The value of the Performance Security shall be ₹45,000 (Rupees Forty-Five Thousand only) for each vehicle. Eligible Micro and Small Enterprises (MSEs) and Start-ups shall be allowed to submit a concessional amount of ₹11,250 (Rupees Eleven Thousand

- Two Hundred Fifty only) for each vehicle.
6. The monthly rate of hire charge, excluding GST be quoted separately, excluding fuel.
 7. The Vehicle must achieve a fuel efficiency of 10 KM per Liter.
 8. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per Liter) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general bid information to be furnished with the Quotation (Annexure-B).
 9. The Tender Quotation completed in all respect should reach the undersigned on or before **16.08.2025 by 5.30 P.M.** by ***hand or through Speed/registered post*** to the following address: **“Office of Deputy Director of Mines, Jeypore Circle, Lane no-7A, Lingaraj Nagar, Koraput, Odisha-764004”**.
 10. The Tender Quotation shall be opened on **18.08.2025 at 11.30 A.M.** at Office of Deputy Director of Mines, Jeypore in the presence of the bidders or their authorized representatives. The opening of the Quotation shall be as per schedule by the committee even in the absence of any bidders or their representation.
 11. **Method of Evaluation and Award: Bidders may submit quotations for one, any combination of, or all four office locations. The selection will be based on the most economical outcome for the Government. The evaluation committee will compare the total cost of awarding contracts to the lowest bidders for each individual location against the total cost offered by a single bidder for the entire package. The contract(s) will be awarded to the bidder or combination of bidders that offers the lowest overall cost.**
 12. All the documents must be inserted in the sealed envelope along with the Applicants name and address superscribed on the envelope and clearly marked the “Quotation Call Notice for Hiring of Vehicle” on the top of the envelope.
 13. The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. can be downloaded from district Websites <https://koraput.odisha.gov.in/>, from Date 25.07.2025 to Date 16.08.2025.
 14. Self-attested copy of all mentioned documents in Annexure-B to be submitted along with the quotation to avoid rejection.
 15. The Deputy Director of Mines, Jeypore reserves the rights to cancel / reject the Quotation without assigning any reasons thereof.


24/07/25
Deputy Director of Mines,
Jeypore Circle, Dist. 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, Tyers & Tubes, Battery etc. will be borne by the bidder.
4. The period of the contract shall be for a period of 3 years which may be extended by maximum 1 year subject to satisfactory performance.
5. 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.
6. 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.
7. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
8. The vehicles shall report for duty for minimum of 25 days in a month.
9. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be made.
10. 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.
11. 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.
12. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
13. 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.
14. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


24/07/25
Deputy Director of Mines (I/c), Jeypore
Jeypore Circle, Dist. Anaparthi

General Information

Sl.No.	Particulars	
1	Name of the Service Provider	
2	Applying for the District	
3	Complete Address	
4	GST 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(Aadhar card to be submitted)	
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 liter	

"Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of Tenderer