



ସହକାରୀ ନିର୍ଦ୍ଦେଶକ ରେଶମଶିଳ୍ପ କାର୍ଯ୍ୟାଳୟ କୋରାପୁଟ

OFFICE OF THE ASSISTANT DIRECTOR OF SERICULTURE Koraput

Near Special Circuit House, Koraput, Odisha - 764020

E-mail- adsKoraput@yahoo.com

Ph-06852-250204

Letter No.- 1196 /

Est. Dated- 22/08/2025

Quotation / Tender Call Notice

Sealed quotation/ Tenders in plain paper are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing one no. of non AC petrol driven vehicles (like Tiago/ Bolt/ Celerio or any vehicle of similar model) having sitting capacity not more than five including driver, which shall conform to the Terms and condition as Appendix-A with following norms for official use in the office of the Asst. Director of Sericulture, Koraput on monthly rent basis.

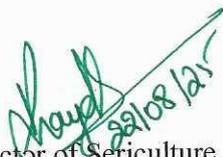
The vehicle must be in Road worthy condition, shall not be more than 3 years old from the date of initial registration and must have valid registration certificate, Insurance certificate, Fitness certificate, valid contract carriage permit, proof of up-to-date Tax payment etc. which are mandatory for plying of vehicle.

- 1) The service provider shall have a valid & active GST registration to participate in the tendering.
- 2) The service provider, participating in the bidding process under the jurisdiction of Municipal Corporations, preferably be registered on GeM platform.
- 3) The service provider, participating in the bidding process 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.
- 4) The Driver should be well behaved, gentle and obedient in nature.
- 5) A sum of Rs. 5000/- shall be deposited by the intending Bidders in shape of Account payee bank draft drawn in favour of the Asst. Director of Sericulture, Koraput and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
- 6) The monthly rate of hire charge may be quoted separately in the general bid information (excluding fuel and lubricants).
- 7) The vehicle must achieve a fuel efficiency of 17 Kms per litre.
- 8) 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.
- 9) The Quotation completed in all respect in sealed cover envelope should reach the undersigned on or before 31.08.2025 by 5:00 P.M through registered post / courier or by hand and tender shall be open on the next working day as decided by tender committee in presence of the bidders or their authorized representatives.
- 10) The application form of quotation/tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with downloaded from <https://koraput.odisha.gov.in> & www.Odisha.gov.in.


Asst. Director of Sericulture,
Koraput

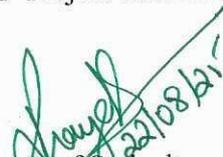
Memo No 1197 /Dt. 22 / 08 /2025

Copy submitted to the Director of Textiles and Handlooms, Odisha, Bhubaneswar for favour of kind information and necessary action.


Asst. Director of Sericulture,
Koraput

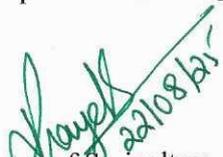
Memo No 1198 /Dt. 22 / 08 /2025

Copy submitted to the Collector & District Magistrate, Koraput/ Project Director, DRDA, Koraput / Sub-Collector, Koraput for favour of kind information.


Asst. Director of Sericulture,
Koraput

Memo No 1199 /Dt. 22 / 08 /2025

Copy forwarded to the District Information & Public Relation Officer, Koraput & the Dist. E Governance Officer, Koraput, for favour kind information and requested to upload the soft copy of the tender, in the district website.


Asst. Director of Sericulture,
Koraput

Memo No. 1200 / Dt - 22 / 08 / 2025
Copy to Notice Board.


Asst. Director of Sericulture,
Koraput

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

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 vehicles, during period of contract, shall have all necessary valid MV documents such as: valid registration certificate, insurance certificate, fitness certificate, valid contact 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 diesel/petrol, 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, 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 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 reject the engagement and may engage vehicle from other source.
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 diesel/petrol (as per actual) and lubricants (as per norms) of selected bidder will be paid in every succeeding month, as per as possible within fifteen days of the submission of bill by the service provider and no advance payment will be made.
10. The vehicle shall not be more than 3-year-old from the initial registration and also in good running condition during the period of contact.
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 service 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.
14. The selected hired vehicle is required to start service from 02.09.2025. Please ensure that the vehicle is made available on the specified date as it is urgently needed for official use.


Asst. Director of Sericulture,
Koraput