

Annexure-B

General Information

Sl.No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	GeM Registration Number	
5	Bank Account Number and IFSC code	
6	Registration No of vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name and 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	
16	DL No. & Validity of DL of the driver	
17	Proposed hire charge of the vehicle per month excluding fuel cost	
18	Rate of fuel consumption / Mileage per litre	
19	Contact number of Service Provider (Tender / Quotationer)	
20	Contact number of driver	

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

Seal & Signature of

Memo No. 500/2026

Dated 15.5.2026

Copy submitted to the Sub Collector, Koraput/ Jeypore/All BDOs/ Tahsildars / Executive Officer, ULBs of this District/ 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 DeGM, Koraput for information and necessary action. He is requested to upload the same in the district koraput.odisha.gov.in portal.

Copy to Notice Board.

Copy to D.S.W.O.Koraput for information.

RPanda
15/5/26
Child Development Project Officer

Child Development Project Officer
Jeypore

Terms & Conditions

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, 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 vehicles 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 in 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 basing on actual consumption and 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 owner.
5. 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.
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 demanded.
9. Monthly hire charges and reimbursements towards cost of fuel (as per actual) and lubricants (as per Govt. norms) of selected bidder 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 vehicles 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.

W. P. S. D. S.
15/5/26
Child Development Project Officer
Jeypore