

OFFICE OF THE , DISTRICT TREASURY OFFICER, NUAPADA

No. 938 / Dt. 10-12-2025

Quotation / Tender Call Notice

Sealed quotations are invited from interested reputed Travel Agencies/ Tour Operators or Private individuals for providing 01 AC Diesel/ Petrol driven vehicle having sitting capacity not more than 5 (five) including driver, which shall conform to the Terms and Conditions as detailed in Annexure-I for official use in District Welfare Office, Nuapada on monthly rent basis.

1. The service provider shall have a valid GST registration to participate in the tendering..
2. The service provider, participating in the bidding process under the jurisdiction of Municipal corporation, shall be registered on GeM portal.
3. The vehicle must be in Road worthy condition, shall not be more than 03 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.
4. 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.
5. The Driver should be well behaved, gentle and obedient in nature
6. The monthly rate of hire charge shall not be more than Rs.24000/- (Rupees Twenty Four Thousand) only
7. A sum of Rs.5,000/- (Rupees Five Thousands) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the District Treasury Officer, Nuapada and submitted along with the quotation as security deposit. After completion of selection process, the amount will be refunded to un-successful bidders.
8. The monthly rate of hire charge be quoted separately in the general bid information. (excluding fuel and lubricants)
9. The vehicle must achieve a fuel efficiency of 17 kms. per liter.

10. 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 (Annexure-II).
11. The quotation completed in all respect should reach the undersigned on or before 05.01.2026 by 3.00 PM and shall be opened on 07.01.2026 at 4.00 PM in presence of the bidders or their authorized representatives.
12. The application form of quotation / tender containing General Bid information and Terms and Conditions for hiring of vehicles etc. will be available with the Cashier of the Office on payment of Rs.100/- (Rupees One Hundred) only from 10.00 AM to 5.00 PM from Dt.22.12.2025 to 04.01.2026 or can be downloaded from the District website www.nuapada.odisha.gov.in. In case the application form is downloaded from District website the applicant shall furnish a Demand Draft for an amount of Rs.100/- (Rupees One Hundred) only towards the cost of application form along with the application.


18/12/25
District Treasury Officer,


18/12/25
Nuapada

Memo. No. 934 / Try, Dt. 18-12-2025

Copy to Notice Board of District Treasury Officer, Nuapada & District Office, Nuapada/ President, Private Taxi Owner Association, Nuapada/ Khariar/ Khariar Road for information.

Copy to District E-Governance Manager, Collectorate Nuapada for information and necessary action. He is requested to upload the Quotation Call Notice in the District website (www.nuapada.odisha.gov.in).


18/12/25
District Treasury Officer,


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Nuapada

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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 Contract Carriage Permit, proof of up-to-date tax payment etc. and DL of the Driver available all the times.
2. The Deptt. / 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, which is to be paid separately basing on actual consumption and lubricants as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box and differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. The hired vehicle cannot be used by the service provider for any private/ commercial purpose beyond office hours or holiday.
5. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
6. 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.
7. 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.
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 of hirer. No extra payment shall be demanded.

10. Monthly hire charges and reimbursements towards cost of diesel (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.
11. The vehicle shall not be more than 03 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, Govt. shall forfeit the entire amount of security deposit.


18/12/2025

Signature of

Quotation/ Tender Calling Authority


18/12/2025