



OFFICE OF THE DIVISIONAL FOREST OFFICER, KHARIAR (KL) DIVISION.

Khariar, Dist- Nuapada, Pin-766107, Odisha.

E-mail: dfokenduleafkhariar@gmail.com

Letter No. 398 / 1KL-19/2026/ Dated. 13 /02.2026.

To

The District e-governance Manager,
OSWAN, Nuapada, Odisha.

Sub: - Publication of Advertisement for Short Tender Notice for **"hiring of private vehicles for Official use"** in Khariar (KL) Division.

Sir,

Enclosed, please find herewith a copy of Advertisement for short tender call Notice for "hiring of private vehicles for Official use" in Khariar (KL) Division with request to publish in website nuapada.odisha.gov.in for wide publicity.

An early action in the matter is requested for publication of the Advertisement.

Encl: -As above.

Yours faithfully,

[Signature]
18/02/26
Divisional Forest Officer,
Khariar K.L Division.

Memo No. 399 Date. 13.02.26

Copy along with enclosure forwarded to the Principal Chief Conservator of Forests (KL) Odisha, Bhubaneswar for favour of kind information and necessary action with reference to his Memo No.640 dt.11.02.2026.

[Signature]
12/02/26
Divisional Forest Officer,
Khariar K.L Division.

Memo No. 400 Date. 13.2.26

Copy forwarded to the Chief Conservator of Forests, Bolangir (KL) Circle, Bolangir for favour of kind information and necessary action with reference to Memo No.641 dt.11.02.2026 of the PCCF (KL) Odisha, Bhubaneswar.

[Signature]
12/02/26
Divisional Forest Officer,
Khariar K.L Division.

Memo No. 401 Date. 13.02.26

Copy forwarded to all Divisional Forest Officers (T&NT) Division, Odisha for information and display in their Notice Board.

[Signature]
12/02/26
Divisional Forest Officer,
Khariar K.L Division.

Memo No. 402 Date. 13.02.26

Copy forwarded to all Range Officers of Khariar (KL) Division for information and necessary action. Wide publicity of the Tender Notice may be made along with display in the Range Office Notice Boards.

[Signature]
12/02/26
Divisional Forest Officer,
Khariar K.L Division.



Government of Odisha
Forest, Environment and climate Change Department
OFFICE OF THE DIVISIONAL FOREST OFFICER, KHARIAR (KL) DIVISION.

Khariar, Dist- Nuapada, Pin-766107, Odisha.
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No. 396 / 1F - 19/2026 / Dated. 13/02.2026.

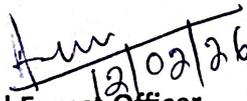
Quotation/Tender Call Notice for hiring vehicle

Sealed quotations/tenders are invited from interested reputed Travel Agencies / Tour operators/Private individuals for providing 1 (one) no. Scorpio and 6 (six) nos. Bolero of AC Petrol/Diesel driven vehicles having sitting capacity not more than 7 (seven) including driver, which shall conform to the Terms and conditions (Annexure-A) for Official use in Khariar (KL) Division Office on monthly rent basis.

The application form of Tender containing general bill information and terms & conditions for hiring vehicles will also be available in the O/O DFO KL Khariar Division on all working days and can be download from the website nuapada.odisha.gov.in.

The nos. of vehicles with model/type required to be hired by this Office is as specified below.

Sl No	Place of engagement of vehicle	Type of vehicle	Period of engagement	Place of Dropping of sealed tender papers
1	2	3	4	5
1	DFO (KL) Khariar	Scorpio S-11)	12 months	DFO (KL) Khariar, Near JMFC Court, Khariar
2	RO (KL) Khariar	Bolero Neo	8 months	
3	RO (KL) Sinapali	Bolero Neo	8 months	
4	RO (KL) Tarbod	Bolero Neo	8 months	
5	RO (KL) Lakhna	Bolero Neo	8 months	
6	RO (KL) Nuapada	Bolero Neo	8 months	
7	RO (KL) Khariar Road	Bolero Neo	8 months	


 12/02/26
 Divisional Forest Officer,
 Khariar (KL) Division.

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 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 of up-to-date tax payment etc. 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 experienced in driving transport/passenger vehicle.
4. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of **Rs.5,000.00** shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn **in favour of the Divisional Forest Officer (KL) Khariar** 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 be quoted separately in the general bid information (excluding fuel and lubricants).
7. The Vehicle must achieve a fuel efficiency of 10 KM or above per litre.
8. The details of the make and year of manufacture of the vehicle, registration no., mileage (KM covered per litre) 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/Tender (Annexure-B).
9. The Quotation completed in all respect should reach the undersigned **on or before 25.02.2026 by 12.00 P.M** and shall be opened on the same day at Khariar (KL) Division by 3.00 P.M. in presence of the bidders or the same day at 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 Khariar (KL) Division on payment of **Rs.1000/-** from **16.02.2026 to 25.02.2026** or can be downloaded from Odisha Govt.Website www.Odisha.gov.in . In case the application form is downloaded from Govt. website, the applicant shall furnish a Demand Draft for an amount Rs. 1000/- (Rupees One thousand) only towards the cost of application along with the application.
11. 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.
12. 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.
13. 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.
14. 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.

15. 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.
16. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
17. The vehicles shall report for duty for minimum of 25 days in a month.
18. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
19. 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.
20. 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.
21. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
22. 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.
23. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Anurag
19/02/26
Divisional Forest Officer
Kharar (R.C.) Division

Quotation/Tender Calling Authority
Designation



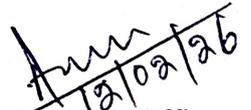
Standard Bidding Document
Government of Odisha
Forest, Environment & Climate Change Department
OFFICE OF THE DIVISIONAL FOREST OFFICER, KHARIAR (KL) DIVISION.
Khariar, Dist- Nuapada, Pin-766107, Odisha.
E-mail: dfokenduleafkhariar@gmail.com

No. 408 / 1F - 19/2026 / Dated. 13 / 02.2026.

SHORT TENDER NOTICE FOR HIRING OF PRIVATE VEHICLES

Sealed Tenders are invited from interested GST Registered Service Providers/ Travel Agencies for providing vehicles for official use on hiring basis in Divisional Forest Office (KL) Khariar. The vehicles should be Scorpio (preferably Model S-11)/ Bolero Neo models detailed terms and conditions and Nos. of vehicles to be engaged can be obtained from the **Divisional Forest Officers (KL) Khariar** during office hour. The last date of submission of Tender at Divisional office is **25.02.2026** up to **12.00 P.M.** The Tender papers shall be opened on the same day at **03.00 P.M.**

The application form for Tender containing general bid information and Terms & condition etc. for hiring of vehicles will also be available in the Office of the undersigned on all working days.


12/02/26
Divisional Forest Officer,
Khariar (KL) Division