



ଜିଲ୍ଲାପରିଷଦ, ସୁନ୍ଦରଗଡ଼  
ZILLA PARISHAD , SUNDARGARH  
ORMAS, SUNDARGARH

Panchayati Raj & DW Deptt.Govt. of Odisha,

Sundargarh -770001, Email:dsmssundergarh@gmail.com,Tele / Fax No. 06622-275372

No. 200 /ZP (ORMAS)

Dated the 15/04/2025

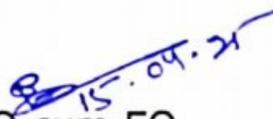
TENDER CALL NOTICE

Sealed Tender are invited from interested reputed Travel Agency /Tour Operators /Private individuals having GST Registration for providing 1 (one) Petrol/diesel driven Vehicle like Bolero/Tiago/Bolt/Celerio or Equivalent model of vehicles having seating capacity not more than 5 including driver, which shall confirm to the Terms and conditions (Annexure-A) for official use in ORMAS, Zilla Parishad, Sundargarh on monthly hire basis.

1. The Vehicle must be in road worthy condition and 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 Contact Carriage Permit, Proof of up to date tax payment etc. Which are mandatory for plying 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. A sum of Rs.1,000/- (Rupees One Thousand) only shall be deposited by the intending bidder in shape of Account Payee Bank Draft drawn in favour of the DSMS, Sundargarh and to be submitted along with the tender as Security Deposit. After completion of tender process, the amount will be refunded to unsuccessful bidder.
4. The monthly rate of hire charges including GST be quoted separately in the general bid information (excluding fuel and Lubricants)
5. The vehicle must achieve a fuel efficiency of minimum 17 Kms.per litre.
6. The detail of the make and year of manufacture of the vehicle, registration No., Mileage (KMs covered per liter) and name of the Driver, Driving Licence No.and period of validity should be specifically provided in the general bid information to be furnished with the quotation/Tender (Annexure-A). Further authority can sign agreement for each financial year.
7. The Tender completed in all respect should reach in the office of the under signed on or before dt.25/04/2025 by 1.00PM through Registered Post/Speed Post or Physically by hand at the office of Zilla Parishad, Sundargarh (ORMAS Section),At/Po-Sundargarh, Pin-77001,and shall be opened by a committee on the same day at 4.30 PM in presence of the bidders or their authorized representatives.



8. The application form of tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc will be downloaded from Sundargarh District Website [www.sundargarh.odisha.gov.in](http://www.sundargarh.odisha.gov.in) from dt.15/04/2025 to dt.24/04/2025

  
CDO-cum-EO  
ZillaParishad, Sundargarh

Memo No. 201

Date:- 15/04/2025

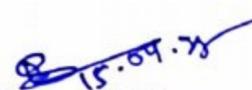
Copy to all Govt.Office within the jurisdiction of Sundargarh district to affix the tender call notice in their notice board for wide publication of this tender call notice.

  
CDO-cum-EO  
ZillaParishad, Sundargarh

Memo No. 202

Date:- 15/04/2025

Copy to the DeGM, Sundargarh for information with a request to web host the tender call notice in the district website([www.sundargarh.odisha.gov.in](http://www.sundargarh.odisha.gov.in))

  
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ZillaParishad, Sundargarh

**The following terms and conditions must be fulfilled by the successful bidder for providing a vehicle on hire on monthly basis.**

1. **The hired vehicles, during period of contract** shall have all necessary valid MV document such as: - valid Registration Certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof of up-to-date tax payment etc., D.L. of the driver available all the time.
2. The Department /Office hiring the vehicle shall not be responsible for any damage / loss caused to hired vehicle or loss of life / injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall not be responsible for all such litigations.
3. The hire charges to be paid for monthly basis is final 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, Lubrication oil of Engine, Gear Box and 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 the vehicle does not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicle shall report for duty for a 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 reimbursement towards cost of fuel (as per actual) and lubricant (as per Govt.norms) of selected bidder will be paid in every succeeding month, as far as possible within fifteen days of the submission of bills by service provider and no advance payment will be made.
10. 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.
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 the vehicle and terminate the agreement, it shall be mandatory upon him/her to give one-month notice before such withdrawal of services and termination of agreement.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Sd/-

CDO-cum-EO  
ZillaParishad, Sundargarh

**General information**

Sl.No	Particulars	
01	Name of the Service Provider	
02	Complete Address	
03	Details of EMD	
04	Bank Account No. of Vehicle	
05	Registration No of vehicle	
06	Year of Manufacturing	
07	Make & Model	
08	Date of Registration	
09	Name & complete address of the owner of vehicle	
10	Fitness Certificate Validity	
11	Pollution Certificate validity	
12	Permit validity	
13	Insurance Validity	
14	Name/Address of the Driver	
15	D.L No.& Validity of the D.L of the Driver	
16	Proposed hire charges of the vehicle per month including GST & excluding fuel cost	
17	Rate of fuel consumption/Mileage	
18	Contact Number of the Service Provider (Tender/Quotationer)	
19	Contact number of Driver	

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

**Seal & Signature of the Tenderer / Quotationer**