



ସମନ୍ୱିତ ଶିଶୁ ବିକାଶ ଯୋଜନା ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ଲହୁଣିପଡ଼ା
OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER

LAHUNIPARA, SUNDARGARH, PIN 770040

Email Id: cdpolahun.or@od.gov.in Ph No: 06625-232328



No: 630 / Date: 13 / 05 / 2026

TENDER CALL NOTICE

Sealed tenders are invited from interested reputed Travel Agencies / Tour Operators or Private Individuals for providing 01 (one) vehicle having seating capacity not more than ten (10), including the driver, conforming to the Terms and Conditions (Annexure-I), for official use in the Office of the Child Development Project Officer, Lahunipara (ICDS Project, Lahunipara) on a monthly hire basis.

Terms & Conditions:

1. The service provider must have a valid GST registration to participate in the tender process.
2. The vehicle must be in roadworthy condition and should not be more than 3 years old from the date of initial registration. It must possess valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, valid Contract Carriage Permit, and proof of up-to-date tax payment, which are mandatory for plying of the vehicle.
3. The driver must hold a valid Driving License for Light Transport Passenger Vehicle and should have sufficient experience in driving transport/passenger vehicles.
4. The driver should be well-behaved, courteous, and disciplined in nature.
5. A sum of Rs. 5,000/- (Rupees Five Thousand only) shall be deposited by the intending bidders in the shape of an Account Payee Bank Draft drawn in favour of the CDPO, Lahunipara, payable at Lahunipara, and submitted along with the tender as a security deposit. The amount will be refunded to unsuccessful bidders after completion of the tender process.
6. The monthly hire charge shall be quoted separately in the General Bid Information, excluding fuel cost.
7. The vehicle must have a fuel efficiency of at least 10 km per liter.
8. The details of the vehicle, including make, year of manufacture, registration number, mileage (km per litre), and name of the driver along with Driving License number and validity period, must be clearly mentioned in the General Bid Information (Annexure-II) to be furnished with the quotation/tender.
9. The completed quotation in all respects should reach the undersigned on or before 29.05.2026 by 1.00 PM and will be opened on 30.05.2026 at 10.00 AM in the presence of the bidders or their authorized representatives in the Office Chamber of the Sub-Collector, Bonai.
10. The application form containing General Bid Information and Terms & Conditions for hiring of vehicles will be available at the Office of the Child Development Project Officer, Lahunipara (ICDS Project, Lahunipara) from 14.05.2026 to 29.05.2026 up to 1.00 PM, or can be downloaded from the district website <https://sundargarh.odisha.gov.in> within the same period.
11. The undersigned reserves the right to cancel this tender call notice at any time without assigning any reason thereof.


13.5.26
Child Development Project Officer,
ICDS Project, Lahunipara.
CDPO
L. HUNIPARA

Memo No. 631 / Date 13.05.2026
Copy to the DIO, NIC, Sundargarh for displaying the same in the district website immediately.


13.5.26
Child Development Project Officer,
ICDS Project, Lahunipara.
CDPO
L. HUNIPARA




Memo. 632/

Date 13.05.2026

Copy submitted to the Sub-Collector, Bonai/District Social Welfare Officer, Sundargarh/Block Development Officer, Lahunipara/Tehsildar, Lahunipara /Supdt., CHC, Lahunipara for kind information and publication of the NOTICE on the office NOTICE BOARD for wide publicity.

Copy to the NOTICE BOARD of this project for general information.


13.5.26
Child Development Project Officer,
I C D S Project, Lahunipara.

CDFO
L.HUNIPARA



TERMS & CONDITIONS FOR HIRING OF VEHICLE (ON MONTHLY RENT BASIS)

The following terms and conditions shall be strictly adhered to by the successful bidder for providing a vehicle on hire to the Office of the Child Development Project Officer, ICDS Project, Lahunipara:

1. The hired vehicle during the contract period shall possess all valid Motor Vehicle (MV) documents, including Registration Certificate, Insurance Certificate, Pollution Under Control (PUC) Certificate, Fitness Certificate, valid Contract Carriage Permit, and proof of up-to-date tax payment. The Driving License (D.L.) of the driver shall also be valid and available at all times.
2. The hiring authority (Department/Office) shall not be responsible for any loss, damage, accident, or injury caused to the vehicle, driver, passengers, or third-party property during the period of engagement. The service provider shall be solely responsible for all such liabilities, including legal claims and litigation.
3. The approved monthly hire charges shall be treated as final and shall exclude the cost of fuel. Fuel cost shall be reimbursed separately based on actual consumption and in accordance with prevailing Government norms. All other expenditures such as repairs, replacement of spare parts, engine oil, lubricants, coolant, tires, tubes, battery, etc., shall be borne by the service provider.
4. The service provider shall ensure deployment of a competent, experienced, and well-behaved driver. The remuneration, allowances, and statutory obligations relating to the driver shall be borne entirely by the vehicle owner/service provider.
5. In case of breakdown or non-availability of the vehicle for any reason, the service provider shall arrange a substitute vehicle of the same or higher category without any additional cost.
6. If the vehicle fails to report regularly or as per requirement, the hiring authority reserves the right to terminate the agreement forthwith without prior notice.
7. The vehicle shall be made available for duty for a minimum of **25 (twenty-five) days** in a month.
8. In case of exigencies or emergency requirements, the driver shall report for duty as directed. No additional charges shall be claimed for such services.
9. Payment of monthly hire charges along with reimbursement towards fuel shall be made in the succeeding month, preferably within **15 (fifteen) days** from the date of submission of bills by the service provider. No advance payment shall be made under any circumstances.
10. The vehicle to be provided shall not be more than **3 (three) years old** from the date of initial registration and must be maintained in good running condition throughout the contract period.
11. If the services of the vehicle or driver are found unsatisfactory, the hiring authority may terminate the agreement by giving **one month's notice**.
12. If the service provider intends to withdraw the vehicle or terminate the agreement, a **one-month prior notice** must be given to the hiring authority.
13. In case of violation of any terms and conditions of the contract, the Government shall have the right to forfeit the entire security deposit without prejudice to any other action as deemed fit.
14. The monthly hire charge quoted by the bidder shall not exceed **Rs. 22,880/- (Rupees Twenty-Two Thousand Eight Hundred Eighty Only)** excluding GST and other applicable charges, in accordance with prevailing Government norms.


13-5-26
Child Development Project Officer,
I C D S Project, Lahunipara.
U. HUNIPARA

Format for Quotation

o

The Child Development Project Officer,
ICDS Project, Lahunipara.

Sub: Submission of Tender/Quotation for engagement of Private Vehicle in ICDS Project,
Lahunipara.

Ref: Quotation Call Notice No. _____ / Date _____

Madam,

I, Shri/Smt./Miss _____, the owner of the Vehicle No. _____ submit my Quotation/Tender for engagement of vehicle on hiring basis as per your advertisement. The details of documents are enclosed herewith for necessary action.

Document attached:

| Sl. No. | Particulars of document | Write clearly "Yes" if submitted and "No" if not submitted under here |
|---------|--|---|
| 01 | Xerox Copy of Vehicle Registration Certificate | |
| 02 | Xerox copy of the Insurance Certificate | |
| 03 | Up to date Tax payment Certificate/Receipt | |
| 04 | ID proof of the owner | |
| 05 | Valid Driving License of the Driver | |
| 06 | Valid Taxi Permit | |
| 07 | GST Registration Certificate | |

Signature of the vehicle owner

Place:

Date:



FORMAT SHOWING THE PARTICULARS OF THE VEHICLE FOR HIRING

| Owner name & address of the vehicle owner with contact Mobile No. | Vehicle Regd. No. | Type of vehicle | Date of purchase | Tax paid upto which date | Insurance valid upto which date | Whether AC available or not |
|---|-------------------|-----------------|------------------|--------------------------|---------------------------------|-----------------------------|
| | | | | | | |

Signature of the vehicle owner
Mobile No.

N.B.: Self attested Xerox copy of the vehicle documents should be attached with the Tender Paper.

