


<p>ରାଷ୍ଟ୍ରୀୟକର ଏବଂ ଦ୍ରବ୍ୟ ଓ ସେବାକରମଣ୍ଡଳ ରାଉରକେଲା- ୧ମ,ଉଦିତନଗର (ରାଷ୍ଟ୍ରୀୟକର ଏବଂ ଦ୍ରବ୍ୟ ଓ ସେବାକର ଆନ୍ତର୍ଜାତୀୟ ତରଫର ସୁନ୍ଦରଗର ଅଧିକାରୀ)(ଅଧିକାରୀ,ଓଡିଶାସରକାର)୭୭୯୦୧୨ ଇ- ମେଲ :dectrourkela1@odishatax.gov.in</p>		<p>CT & GST CIRCLE, ROURKELA-1, UDITNAGAR (Under CT & GST Territorial Range, Sundargarh (At-Rourkela)) PIN-769012 (Finance Department, Govt. of Odisha) Email Id: dectrourkela1@odishatax.gov.in</p>
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No. 6144 /CT & GST


Dated: 12-6-2026

Quotation / Tender Call Notice

Sealed Quotations / Tenders are invited in prescribed format (Annexure-III) from interested Travel Agencies / Tour Operators or Private Individuals having valid GSTIN for providing 1 (One) nos. of Non AC / AC Vehicle **Electric Vehicles (EVs)** which shall confirm to the Terms and Conditions (given in Annexure-II) for official use in the office of the **Deputy Commissioner of CT & GST, Rourkela-1 Circle, Uditnagar, Rourkela** on monthly rent basis. The types of vehicle required is as detailed below;

SI No	Type of vehicle	No. of vehicle required	Maximum Hire Charges per month (do not including charging Cost @2/- per KM & GST)
1	Tata Nexon EV/Mahindra XUV 3XO/MG Windsor/Hyundai IONIQ Lineup (Dedicated EVs)	1(One)	Rs. 55000/- (Fifty Five Thousand)

The application form of Quotation/Tender containing General Bid Information & Terms and Conditions for Hiring of Vehicle may be obtained from o/o the Deputy Commissioner of CT & GST, Rourkela-1 Circle at Uditnagar, Rourkela, Sundargarh on payment of non- refundable amount of Rs 500/- in form of Demand Draft in favour of " **The Deputy Commissioner of CT & GST, Rourkela-1 Circle at Uditnagar, Rourkela**", drawn on any Scheduled Commercial Bank and payable at Rourkela on any working day with in 29.06.2026 between 10.00 am to 5.30 pm. The Quotation completed in all respect should reach the undersigned on or before dt.29.06.2026 by 5.30 PM by *Speed Post/Registered Post/ Courier* only. The Authority reserves the right to reject any or all bids and terminate the tender process without assigning any reason thereof.


 Deputy Commissioner of CT & GST
 Rourkela I Circle, Uditnagar

Memo No: 6143 /CT & GST

Date: 12.06.2026

Copy forward to the **CT & GST Territorial Range Head, Sundargarh/CT & GST Circle, Rourkela II/Sundargarh Circle, Sundargarh/Regional Transport Office, Rourkela/Additional District Magistrate, Rourkela/Sub-Collector, Rourkela** copy to be affixed in the **Circle Office Notice Board/ Range Office Notice Board** for information to all concerned.

Prash

**Deputy Commissioner of CT & GST
Rourkela-1 Circle, Uditnagar**

Date: 12.06.2026

Memo No. 6146 /CT & GST

Copy forward to the **District Information Officer, National Informatics Centre, Sundargarh** with a request to display it in the official website of Sundargarh District for wide circulation among the public.

Prash

**Deputy Commissioner of CT & GST
Rourkela-1 Circle, Uditnagar**

ANNEXURE-I

1. The vehicle must be in road worthy condition, shall not be more than 3 (three) years old from the date of initial registration and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contact Carriage Permit, proof of up to date tax payment etc, which are mandatory for plying of 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. The Driver should be well behaved, gentle and obedient in nature.
4. The monthly rate of hire charge be quoted separately in the general bid information (excluding charging cost @ Rs.2/-per KM), towards charing of the vehicle, will be provided to the service provider.
5. ~~The Vehicle must achieve a _____ efficiency of 10 Kms. Per litre.~~ **(Omitted)**
6. The details of the make and year of manufacture of the Vehicle(s), 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 / Tender (Annexure-III).
7. The application form of Quotation/Tender containing General Bid Information & Terms and Conditions for Hiring of Vehicle may be obtained from o/o the Deputy Commissioner of CT & GST, Rourkela-1 Circle at Uditnagar, Rourkela, Sundargarh on payment of non- refundable amount of Rs 500/- in form of **Demand Draft** in favour of " **The Deputy Commissioner of CT and GST, Rourkela-1 Circle at Uditnagar, Rourkela**", drawn on any Scheduled Commercial Bank and payable at **Rourkela** on any working day with in **29.06.2026** between 10.00 am to 5.30 pm.
8. The Quotation completed in all respect should reach the undersigned on or before **dt.29.06.2026** by **5.30 PM** by *Speed Post/Registered Post/ Courier* only and shall be opened on **dt.30.06.2026** at **04.00 PM** in presence of the bidders or their authorized representatives.
9. The Authority reserves the right to reject any or all bids and terminate the tender process without assigning any reason thereof



Deputy Commissioner of CT & GST
Rourkela I Circle, Uditnagar

ANNEXURE-II

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

The following terms and condition must be fulfilled by the successful bidder for providing Electric Vehicle on hire on monthly rent basis.

1. The hired vehicle, during period of contract must remain in road worthy condition with all necessary regulatory and statutory permission/certificates/ clearances such as Valid Registration Certificate, Insurance Certificate, Fitness Certificate, **Valid Commercial Permit**, Valid Contract Carriage Permit, Proof of up to date tax payment, DL of the driver etc. This office shall not be responsible for any damage/loss caused to hired vehicle or loss of life/ injury made to any person and damages to any property on account of use of hired vehicle in any manner whatsoever. The vehicle provider shall be responsible for all such litigations.
2. The hire charges inclusive of taxes is to be paid on monthly basis. All other expenditure such as driver's remuneration, routine repair and servicing expenses, replacement of parts/ lubricating oil/ coolants / filter/ tyres & tubes/ battery etc, break-down / accident repair, etc. will be borne by the vehicle provider.
3. The vehicle should be under optimum running condition and avoid accidents attributable to lack of maintenance / up keep. The hired vehicle cannot be used for any private / any commercial purpose beyond office hours or during holidays.
4. GST Registration for service provider is mandatory.
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 does not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The vehicle shall report for duty for minimum of **26 days** in a month and four days can be utilized by the owner for maintenance, servicing etc. If on any day, the vehicle becomes unavailable for duty for any reason not relatable to this office, it shall be treated as " **No Service Day**" and pro- rata deduction shall be made for each 'No Service Day' @ agreed monthly rent divided by 26 days.

8. From the date of engagement a plate showing "On Govt. Duty, CT & GST Rourkela-1 Circle" be fitted in the front side and back side of the Vehicle.
9. The vehicle will be stationed inside the campus of Rourkela-1 Circle, Uditnagar all the days (both day & night), so that the same can be utilized as and when required by the Authority of the Office.
10. The mobile number of the driver so engaged by the successful bidder should be available and open all times, so that he can be informed during emergency time as and when required by the authority including Govt. Holidays.
11. In case of emergency, the driver will have to report for duty as per the requirement of hirer. No extra payment shall be demanded.
12. Monthly hire charges will be paid in every succeeding month **within fifteen days of the submission of bill** by the service provider.
13. The vehicle hired should be in good condition and shall **not be older than 3 years** from the initial registration. Vehicles older than 5 (five) years should be replaced by a new vehicle by the service provider.
14. The tenure of the hire agreement will be **two years** subject to annual renewal on satisfactory performance. If the services are found to be unsatisfactory, the authority shall give one month notice to the service provider and terminate the agreement.
15. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to give one month notice before such withdrawal of service and termination of agreement.
16. **If the bidder violates any term of the contract, the office shall forfeit the entire amount of security deposit.**
17. On the date of engagement of the vehicle, two passport size photograph of Driver, copy of Driving License / Mobile No / copy of RC Book be submitted to the Accounts Section of this office.
18. From the date of engagement, the driver should not switch off the mobile intentionally and he should respond immediately to any call from any officer / staff of this office.
19. The bidder shall not be any employee of any State Government/Central Government Office or any Public Sector Undertakings and shall not be a relative of any employee of this office. An affidavit has to be submitted by the bidder to this effect.
20. A sum of Rs 5000/- (Five Thousand Rupees Only) shall be deposited by the bidder in shape of Accounts Payee Bank Draft in favour of the of " **The Deputy Commissioner of CT**

and GST, Rourkela-1 Circle at Uditnagar, Rourkela" and submitted along with bid as refundable **SECURITY DEPOSIT**. After completion of bidding process, the Security Deposit will be refunded to the unsuccessful bidders within **30 days** of completion of bidding process.

21. The successful bidder is required to execute hire agreement with this office within **seven days** of receiving information from this office to this effect and is required to provide the selected vehicle for hire w.e.f **01.07.2026** (the agreement will be effective from **01.07.2026**)



**Deputy Commissioner of CT & GST
Rourkela I Circle, Uditnagar**

Annexure-III

GENERAL INFORMATON FOR HIRING VEHICLE

SL. No.	Particulars	
1	Name of the service Provider	
2	Complete Address	
3	GST Number	
4	Gem Registration Number	
5	Bank Account No. and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Dater of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity(if applicable)	
13	Permit validity	
14	Insurance validity	
15	Name/Address of the driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Contact Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charge of the vehicle per month excluding charging cost	
20	Rate of charging cost @ Rs.2/- Per KM (as per F.D.OM No.14583/F., date.04.06.2026) towards charging of the vehicle will be provided to the service provider .	-----