

OFFICE OF THE COLLECTOR, KANDHAMAL, PHULBANI
(Social Welfare section)
TENDER CALL NOTICE

No. 2411 Date: 14.07.2025

Sealed quotations/Tenders are invited from interested reputed Travel Agencies/Tour Operators of individuals for providing one numbers of Maruti Swift Dzire Petrol driven vehicles having sitting capacity not more than five including driver, which shall conform to the terms and conditions (Appendix-A) for official use in District Social Welfare Officer, Kandhamal, Phulbani, for Hub empowerment of Women on monthly rent basis for a period of one year.

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 Certification/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 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. The hired vehicle cannot be used for any private/commercial purpose beyond office hours or during holidays.
6. A sum or Rs.5000/- shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour DSWO, Kandhamal and submitted along with the tender as EMD. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charges is quoted separately in the general bid information (Excluding fuel and Lubricants). The maximum hire charges including GST per month excluding petrol cost Rs. 24,000/-.
8. The vehicle must achieve a fuel efficiency of 17 Kms per litre.
9. The details of the make and year of manufacture of the vehicle, registration number, mileage (Kms covered per litre) and name of the Driver with Driving License number and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (Annexure-B).
10. The Quotation completed in all respect should reach the undersigned on or before dtd. 21.07.2025 by 5.30 P.M through speed post/Registered/Courier and shall be open on the day 22.07.2025 at 11 A.M in the presence of the bidder or authorized representatives.
11. The application form of quotation/tender containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available with DSWO can be downloaded from Odisha Govt. Website www.Odisha.Gov.in. from Date 14.07.2025 to Date 21.07.2025

12. Application and requisites with sealed cover superscripted at top the 'Hired vehicle for Hub for Empowerment of Women in the office of the District Social Welfare Office' addressed to the District Social Welfare Officer, Kandhamal through Speed post/Regd. Post or by Courier in the office during office hour expect Govt. holidays.

Sahu
14.7.2025
District Social Welfare Officer,
Kandhamal, Phulbani

Memo No. 2412 /

Dated. 14.07.2025

Copy submitted to the Sub Collector Balliguda/Phulbani for information and necessary action. They are requested to display the Tender call notice in their office notice board for wide publicity.

Sahu
14.7.2025
District Social Welfare Officer,
Kandhamal, Phulbani

Memo No. 2413 /

Dated. 14.07.2025

Copy to the All B.D.Os/All Tahasildars/All CDPOS of Kandhamal District for information and necessary action. They are requested to display the Tender all notice in their office notice board for wide publicity.

Sahu
14.7.2025
District Social Welfare Officer,
Kandhamal, Phulbani

Memo No. 2414 /

Dated. 14.07.2025

Copy to the Notice Board of DSWO, Kandhamal.

Copy to the District e-Governance Manager (DeGM), Kandhamal for information and necessary action. He is requested to display the Quotation in the District Website for wide publication

Sahu
14.7.2025
District Social Welfare Officer,
Kandhamal, Phulbani

Terms & Conditions

The following terms and conditions must be fulfilled by bidder:

1. 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.

2. 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.

3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately 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.

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 service provider.

5. In case of breakdown for reasons whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider.

6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.

7. The vehicles shall report for duty for 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 made.

9. Monthly hire charges and reimbursements towards cost of fuel (as per norm) 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.

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 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.

13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.

Sale
14.7.2025

Dist. Social Welfare Officer

Dandhamal Phulbani

Dist. Social Welfare Officer

Kandhamal Phulbani

Quotation / Tender Calling Authority with Designation

General Information

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	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
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 fuel cost	
20	Rate of fuel consumption / Mileage per litre	

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

Seal & Signature of Tenderer