



ପଞ୍ଚାୟତ ସମିତି କାର୍ଯ୍ୟାଳୟ, ବାଲିଗୁଡ଼ା: କନ୍ଧମାଳ

OFFICE OF THE PANCHAYAT SAMITI, BALLIGUDA: KANDHAMAL

Notice No. 1246 / Dated 4/5/2024

E-mail-ori-balliguda@nrc.in, Phone/Fax-06846-243-251

QUOTATION / TENDER CALL NOTICE

Sealed quotation are invited from interested reputed Travel Agencies / tour operators of Private individuals for providing a new vehicle (purchase within One year from the date of tender) (TUV 300-T-10/ Bolero New-N-10/ Sumo Gold or Bolero new model) (Fuel-Diesel) with Air conditioner facility which shall confirm to the terms and conditions (Annexure-I) for official use in Panchayat Samiti, Balliguda on monthly rent basis, preference shall be given to 7 (Seven) seated (including driver) new vehicle. **The maximum price limit of the hired vehicle is Rs.37200/- per month excluding POL.**

1. The Service Provider shall have a valid GST registration to participate in the tendering.
2. The vehicle must be in rod worthy condition shall not be more than One year from the date of tender date and from the date of initial registration and must have valid Register Certificate, Insurance Certificate, Fitness Certificate, Pollution Certificate, Valid Contract Carriage Permit, Valid GSTIN Number, Proof of upto date tax payment etc. which are mandatory for plying of vehicle. Xerox copies of these documents should be submitted alongwith the quotation.
3. The good conditions vehicle having lowest price shall be given preference.
4. 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. The Driver should be well behaved, gentle and obedient in nature.
5. A sum of **Rs.10,000/- (Rupees Ten thousand)** only shall be deposited by the intending bidder in shape of Account payee Bank Draft drawn in



favour of the Block Development Officer, Balliguda and submitted alongwith the tender as EMD. After completion of tender process, the EMD be refunded to unsuccessful bidders.

6. The monthly rate of hire charges should be quoted separately in the general bid information (excluding fuel & GST) in annexure-II
7. **The vehicle must achieve a fuel efficiency of 10kms per liter.**
8. The details of the make and year of manufacture of the vehicle, registration, mileage (Kms. Covered per liter) and name of the Driver with Driving license No and period of validity should be specially provided in the general bid information to be furnished with the quotation / tender (Annexure-II)
9. The quotation completed in all respect and duly signed by the bidder in Annexure-I & II should reach to the undersigned **on or before 11.05.2026** by 1.00 PM through Regd. Post/ Speed Post only and shall be opened on the day following at 9.30 AM in presence of the bidders or there authorized representatives, if any.
10. The application form of quotation containing terms and conditions & general bid information (Annexure-I & II) for hire of vehicle etc. will be available in the Office of the Panchayat Samiti, Balliguda on payment of **Rs.1000/- (Non refundable)** from 8.00 AM to 12.00 Noon on all working days up to **11.05.2026**. (Except Govt. Holidays) or can be downloaded from the website www.kandhamal.nic.in. In case a bidder downloaded the application form from the above website, he/she shall have to furnish a Demand Draft of Rs.1000/- (Rupees one Thousand) only (Non Refundable) towards the cost of application alongwith the quotation, failing which his/her bid documents shall be rejected.
11. The successful bidder shall bear advertisement cost.
12. The undersigned reserves the right to reject/cancel any or all the quotation without assigning any reason thereof.


Block Development Officer
Balliguda



Memo No. 1247 /Date-04.05.2026

Copy to Notice Board of this Panchayat Samiti for wide publicity.


Block Development Officer
Balliguda

Memo No. 1248 /Date- Date-04.05.2026

Copy to the Collector, Kandhamal/ CDO-cum-EO, ZP, Kandhamal, Phulbani/ Sub-Collector, Balliguda/ Phulbani/ PA, ITDA, Balliguda/ Phulbani/ All BDO/All Tahasildar/All CDPO/ SDI & PRO, Balliguda for information and necessary action with a request to publish the quotation in their Notice Board for wide Publicity.


Block Development Officer
Balliguda

Memo No. 1249 /Date- Date-04.05.2026

Copy to DIO, NIC, Kandhamal for information. He is requested to upload the quotation in the district website for wide publicity.


Block Development Officer
Balliguda

TERMS AND CONDITIONS FOR HIRING OF VEHICLE

The following terms & conditions must be fulfilled by the successful bidder for providing a new vehicle on hire/ monthly rent basis.

1. The hired vehicle during a contract, shall have all necessary valid MV documents such as:- valid Registration Certificate, Insurance Certificate, PUC certificate, Valid Contract Carriage Permit, Proof of up to date tax payment etc. and D.L. of the driver available all the items.
2. The department/office hiring the vehicles of loss of life/ injury made to any person 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 in final but it does not include the cost of diesel, which is to be paid separately basing on actual consumption as per existing Govt. norms. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, gear box and differential coolant, tires and tubes, battery etc will be borne by the bidder. All type of expenditure in hired vehicle (except fuel) will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner of the vehicle.
5. In case breakdown for reason 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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. In case of emergency, the driver will be to report for duty as per the requirement of hirer. No extra payment shall be demanded.
8. Monthly hire charges and reimbursements towards cost of diesel (as per actual) of selected bidder will be paid in every succeeding months as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
9. The vehicle shall not be more than One Year old from the initial registration and also in good running condition during the period of contract.
10. If the services are found to be unsatisfactory, the client shall give on month notice and terminate the agreement.
11. 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 terminate of agreement.
12. If the bidder violates any of the terms of contract, the undersigned shall forfeit the entire amount of security deposit.


Block Development Officer
Balliguda

I Sri _____, address/Contact No. _____ agree with all the tender criteria and the above terms and conditions.

Signature of the
quotationer/ Tenderer

Access 4

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