

OFFICE OF THE PANCHAYAT SAMITI, KHUNTA

QUOTATION CALL NOTICE FOR HIRING OF PRIVATE VEHICLE

Notice No. ~~2153~~.../Date. ~~30.06.25~~.....//

Sealed Quotation are invited from interested reputed Travel agencies /Tour operators or private individual for providing one no. of AC Diesel driven vehicle including driver which shall confirm to the Terms and conditions (Annexure -I) for official use in the office of the Panchayat Samiti, Khunta, Mayurbhanj monthly rent basis. Exclusive for implementation of **Rural Housing in Khunta Block**.

The application must have reached in the Office of the undersigned latest upto 3 P.M. on dt. **10.07.2025** during office hour and shall be opened on the same day in presence of the bidder or their authorized representatives. The quotation /tender paper may drop quotation in working days from **02.07.2025** to **09.07.2025** with in 11a.m to 4 p.m. & **10.07.2025 up to 3 PM**.

The authority reserves the right to cancel the Quotation without assigning any reason thereof.

Term & Condition

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 and Fitness Certificate valid Contract Carriage Permit, Proof of up to date tax Payment etc. which are mandatory for playing of vehicle.
3. 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.
4. The Driver should be well behaved, gentle and obedient in nature. He must reside within 03 kms radius from Khunta Block Office and must be able to attend even beyond office hours whenever called for.
5. A sum of Rs. 5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee /Bank Draft drawn in favour of Block Development Officer, Khunta, Mayurbhanj and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to the unsuccessful bidders.
6. The monthly rate of hire charge is maximum Rs. 37,200/- (Rupees Thirty-seven Thousand Two Hundred) only per month excluding service tax, fuel and lubricants. The Fuel and lubricants will be reimbursed separately over and above the hire charges.
7. The vehicle must achieve a fuel efficiency of 10 kms. Per liter.
8. The hiring charges do not include fuel cost (petrol/diesel) which is to be paid separately basing norms.
9. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per liter) and name of the Driver with Driving License No. and period of validity should be specifically provide in the general bid information to be furnished with the quotation tender (Annexure-B).
10. The Quotation Completed in all respect should be deposited in the Block Development Officer, Khunta, Mayurbhanj in Cash Section on or before **dt. 10.07.2025 by 3 PM** and shall be opened on the same day i.e. **dt. 10.07.2025 at 4 PM** in the office chamber of the Block Development Officer, Khunta, Mayurbhanj in presence of the bidders/ their authorized representatives.
11. The application form of quotation/ Tender containing General Bid Information & Terms and conditions for Hiring Vehicle etc. has been published on Office Notice Board and also be collected from Cash Section, Khunta Block.
12. The application received beyond the stipulated date and time will not be entertained. The envelope carrying the Quotation/Tender must be super scribed in capital letter "QUOTATION FOR HIRING OF VEHICLE FOR OFFICE OF THE PANCHAYAT SAMITI: KHUNTA, MAYURBHANJ" on the top of the envelope.
13. The undersigned reserves the right to reject/accept any or all tenders without assigning any reason thereof.

Block Development Officer
Block Development Officer
Khunta
Khunta

Memo No. 2154 // Date. 30.06.25 //

Copy submitted to the Collector & District Magistrate, Mayurbhanj/CDO-cum-Executive Officer, Zilla Parishad, Mayurbhanj for favour of kind information and necessary action.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2155 // Date. 30.06.25 //

Copy to the Office Notice Board/NIC Myurbhanj for web hosting/Sub-Collector, Kaptipada, Udala for display in the Notice Board/Tahasil Office Khunta/ICDS, Khunta request to Display Office Notice Board for wide publication.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2156 // Date. 30.06.25 //

Copy submitted to the Sub Collector, Kaptipada, Udala/ PA, ITDA, Kaptipada, Udula/ Tahasildar, Gopabandhunagar/Tahasildar, Khunta / CDPO, Khunta/ All Govt. Officer of Mayurbhanj District for information with request to display the tender notice in their notice board for wide circulation.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2157 // Date. 30.06.25 //

Copy submitted to the DeGM, Collectorate, Mayurbhanj for information and requested to upload the tender call notice and detail tender documents in the district NIC website <https://mayurbhanj.odisha.gov.in/> for information of the public and prospective bidders.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2158 // Date. 30.06.25 //

Copy to Office Notice Board/ Tender File of Khunta Block for information and necessary action.

Block Development Officer
Block Development Officer
Khunta
30.06.25

OFFICE OF THE PANCHAYAT SAMITI, KHUNTA

QUOTATION CALL NOTICE FOR HIRING OF PRIVATE VEHICLE

Notice No...2159.../Date..30...06...25.....//

Sealed Quotation are invited from interested reputed Travel agencies /Tour operators or private individual for providing one no. of AC Diesel driven vehicle including driver which shall confirm to the Terms and conditions (Annexure -A) for official use in the office of the Panchayat Samiti, Khunta, Mayurbhanj monthly rent basis. Exclusive for implementation of **MGNREGA in Khunta Block.**

The application must have reached in the Office of the undersigned latest upto 3 P.M. on dt.10.07.2025 during office hour and shall be opened on the same day in presence of the bidder or their authorized representatives. The quotation /tender paper may drop quotation in working days from 02.07.2025 to 09.07.2025 with in 11a.m to 4 p.m. & 10.07.2025 up to 3 PM.

The authority reserves the right to cancel the Quotation without assigning any reason thereof.

Term & Condition

14. The service provider shall have a valid **GST registration** to participate in the Tendering.
15. 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 and Fitness Certificate valid Contract Carriage Permit, Proof of up to date tax Payment etc. which are mandatory for playing of vehicle.
16. 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.
17. The Driver should be well behaved, gentle and obedient in nature. He must reside within 03 kms radius from Khunta Block Office and must be able to attend even beyond office hours whenever called for.
18. A sum of Rs. 5000/- (Rupees Five Thousand) only shall be deposited by the intending bidders in shape of Account Payee /Bank Draft drawn in favour of Block Development Officer, Khunta, Mayurbhanj and submitted along with the tender as security deposit. After completion of the tender process, the amount will be refunded to the unsuccessful bidders.
19. The monthly rate of hire charge is maximum Rs.37,2000/- (Rupees Thirty-seven Thousand Two Hundred) only per month excluding service tax, fuel and lubricants. The Fuel and lubricants will be reimbursed separately over and above the hire charges.
20. The vehicle must achieve a fuel efficiency of 10 kms. Per liter.
21. The hiring charges do not include fuel cost (petrol/diesel) which is to be paid separately basing norms.
22. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per liter) and name of the Driver with Driving License No. and period of validity should be specifically provide in the general bid information to be furnished with the quotation tender (Annexure-B).
23. The Quotation Completed in all respect should be deposited in the Block Development Officer, Khunta, Mayurbhanj in Cash Section on or before **dt.10.07.2025 by 3 PM** and shall be opened on the same day i.e- **dt.10.07.2025 at 4 PM** in the office chamber of the Block Development Officer, Khunta, Mayurbhanj in presence of the bidders/ their authorized representatives.
24. The application form of quotation/ Tender containing General Bid Information & Terms and conditions for Hiring Vehicle etc. has been published on Office Notice Board and also be collected from Cash Section, Khunta Block.
25. The application received beyond the stipulated date and time will not be entertained. The envelope carrying the Quotation/Tender must be super scribed in capital letter "QUOTATION FOR HIRING OF VEHICLE FOR OFFICE OF THE PANCHAYAT SAMITI: KHUNTA, MAYURBHANJ" on the top of the envelope.
26. The undersigned reserves the right to reject/accept any or all tenders without assigning any reason thereof.

Block Development Officer
Block Development Officer
Khunta
Khunta

Memo No. 2160 // Date. 30.06.25 //

Copy submitted to the Collector & District Magistrate, Mayurbhanj/CDO-cum-Executive Officer, Zilla Parishad, Mayurbhanj for favour of kind information and necessary action.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2161 // Date. 30.06.25 //

Copy to the Office Notice Board/NIC Myurbhanj for web hosting/Sub-Collector, Kaptipada, Udala for display in the Notice Board/Tahasil Office Khunta/ICDS, Khunta request to Display Office Notice Board for wide publication.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2162 // Date. 30.06.25 //

Copy submitted to the Sub Collector, Kaptipada, Udala/ PA, ITDA, Kaptipada, Udala/ Tahasildar, Gopabandhunagar/Tahasildar, Khunta / CDPO, Khunta/ All Govt. Officer of Mayurbhanj District for information with request to display the tender notice in their notice board for wide circulation.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2163 // Date. 30.06.25 //

Copy submitted to the DeGM, Collectorate, Mayurbhanj for information and requested to upload the tender call notice and detail tender documents in the district NIC website <https://mayurbhanj.odisha.gov.in/> for information of the public and prospective bidders.

Block Development Officer
Block Development Officer
Khunta
30.06.25

Memo No. 2164 // Date. 30.06.25 //

Copy to Office Notice Board/ Tender File of Khunta Block for information and necessary action.

Block Development Officer
Block Development Officer
Khunta
30.06.25

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.(vehicle owner)
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.
14. It will be ensured through Service Providers of the hired vehicle that the vehicle is kept under optimum running condition and avoid accidents attributable to lack of maintenance/upkeep. The hired vehicle can not be used for any private/commercial purpose beyond office hours or during the holidays.

Block Development Officer
Block Development Officer
30.06.22

General Information

Sl No	Particular	
1	Name of the Service Provider	
2	Complete Address	
3	GST Number	
4	Bank Account No and IFSC Code	
5	Registration No. of Vehicle	
6	Year of Manufacture	
7	Make & Model	
8	Date of registration	
9	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	Contact Number of the Service provider	
17	Contact number of Driver	
18	Proposed hire Charge of the vehicle per month excluding fuel cost	
19	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