



**OFFICE OF THE SPECIAL LAND ACQUISITION OFFICER**  
SUBARNAREKHA IRRIGATION PROJECT, BARIPADA, MBI, ODISHA  
(WATER RESOURCE DEPARTMENT)

No. 1883 / dt. 06.11.2025

**TENDER CALL NOTICE**

Sealed tenders are invited from interested reputed Travel Agencies/ Tour Operators or private individuals for providing 01no of Vehicle(Scorpio/Scorpio N/XUV 700) obtaining all norms & condition laid as per Office Memorandum No.15836/F Dt.27.05.2025 of Govt. of Odisha in Finance Department, (01No. of Scorpio/Scorpio N/XUV 700)having sitting capacity not more than Eight including driver, which shall confirm to the Terms and conditions (Annexure-I) for Official use in the Office of the Special Land Acquisition Officer, S.I.P, Baripada on monthly rent basis:

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 **01 Years** old from the date of initial registration and must have **valid Registration certificate, Insurance Certificate, Fitness Certificate, Valid Contract Carriage Permit, proof up to date tax payment** etc. which are mandatory for plying of vehicle.
3. The Driver of the vehicle must have a **valid Driving Licence** 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. A sum of **Rs.5, 000/- (Rupees Five Thousand)** only shall be deposited by the intending bidders in shape of **Account Payee Bank Draft drawn in favour of the Special Land Acquisition Officer, SIP, Baripada** and submitted along with

- the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
6. The monthly rate of hire charge be quoted separately in the general bid information (excluding GST, fuel and lubricants).
  7. The vehicle must achieve a fuel efficiency of minimum of **10 Kms. Per litre.**
  8. The details of the make and year of manufacture of the vehicle, Registration No., Mileage (K.M.s covered per litre) and name of the Driver with Driving Licence No. and period of validity should be specifically provided in the general bid information to be furnished with the Tender (Annexure-II).
  9. The Quotation completed in all respect should reach the undersigned **before Dt. 17.11.2025 by 4.00 P.M.** and **shall be opened on Dt. 18.11.2025 at 4.00 PM** in presence of the bidders or their authorised representatives.
  10. The application form of tender containing General Bid Information & Terms and conditions for Hiring of Vehicles etc. will be available with the Nazir of the office from Dt. 07.11.2025 to 17.11.2025.

The undersigned reserves the right to reject the Tender without assigning any reason.

  
Spl. Land Acquisition Officer  
S.I.P., Baripada

Memo. No. 1884 /Dt. 06.11.2025 //

Copy forwarded to Notice board of Spl. L.A.O., Office/Chief Engineer and Basin Manager, S&B Basin, SIP, Laxmiposi/ All Zone Offices/ Collectorate, Mayurbhanj/ Sub-Collector Office, Baripada/ Tahasil Office, Baripada/Other District Offices for information with a request to affix in the quotation in the office notice board for wide publication.

  
Spl. Land Acquisition Officer  
S.I.P., Baripada

TERMS & CONDITIONS FOR HIRING OF VEHICLES

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

1. The hired vehicles, during period or contract shall have all necessary valid MV documents such as: **Valid Registration Certificate, Insurance 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 or 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 diesel, which is to be paid separately basing on actual Consumption as per existing Government norms. All the expenditure of the vehicle towards repair, replacement or 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 salary or the driver shall be borne by the owner.
5. In case or 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 do not report regularly, the authority will be at liberty to reject the agreement and may engage vehicle from other source.
7. The vehicles shall report for duly 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 of hirer. No extra payment shall be demanded.
9. Monthly hire charges of selected bidder 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 hiring charges do not include fuel cost (petrol/diesel) which is to be paid separately basing on norms

11. The vehicle shall be in good condition and shall not be older than three years at the time of submission of bid. Vehicles older than seven years should be replaced by new vehicles by the service provider.
12. The Service Providers will ensure that the vehicle is kept under optimum running and avoid accidents attributable to lack of maintenance/upkeep. The hired vehicles cannot be used by the service provider for any private/ commercial purpose beyond office hours or during holidays.
13. The service providers will ensure that the vehicle is kept under optimum running condition and avoid accidents attributable to lack maintenance/ upkeep. The hired vehicles cannot be used by the service provider for any private/commercial purpose.
14. 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.
15. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
16. 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 he for such withdrawal of service and termination of agreement.
17. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
18. **GST registration** is compulsory for any Service Provider to provide hired vehicles.
19. The hiring may be discontinued immediately when the vehicles are no longer required for office.
20. The period of the contract shall be for a period of 3 years which may be extended by maximum 1 year subject to satisfactory performance.
21. The decision of the authority i.e. Spl. Land Acquisition Officer, S.I.P., Baripada is final in all respect.

A handwritten signature in black ink, followed by the date '6-11-25' written below it.

**Spl. Land Acquisition Officer  
S.I.P., Baripada**

**GENERAL INFORMATION FOR HIRING VEHICLES**

Sl. No	Particulars	
01	Name of the Service Provider	
02	Complete Address of SP	
03	Contact No of the Service Provider	
04	Name and Address of the Vehicle Owner	
05	Contact no of the vehicle owner	
06	GST Number	
07	Model of the Vehicle	
08	Type (AC/Non-AC)	
09	Registration No of Vehicle	
10	Date of Registration	
11	Year of Manufacture	
12	Fitness Certificate validity	
13	Pollution Certificate Validity	
14	Permit Validity	
15	Insurance validity	
16	Name and Address of the Driver	
17	Contact No 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 the Tenderer**