

INTEGRATED TRIBAL DEVELOPMENT AGENCY, KAPTIPADA, UDALA.

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SHORT QUOTATION CALL NOTICE

No. 2435 / ITDA
IA-24/2025

Dated : 27/11/25

In pursuance of Letter No. 467, dt. 12.05.2023 of Mukhya Mantri Janajati Jeevika Mission, BBSR, sealed quotations in plain paper are invited by the Project Administrator, ITDA, Kaptipada, Udala from intending registered Farms / Suppliers / Vehicle Owner / Travel Agencies / Tour Operator / Individual vehicle owners having up-to-date PAN & GST Clearance certificate for hiring of vehicle on monthly rent basis as per the following terms and condition.

Sl. No.	Type of vehicle	No. of vehicle required	Minimum average mileage in Kms. per liters	Maximum Hire Charges per month (Including all taxes)
1	Bolero/Bolero Neo	01	10/Km	37,200/-

The bidder should submit their tender document in sealed cover through Registered post / Courier / Speed post / By hand. The last date of receipt of sealed quotation is on **08.12.2025** during office hours up to **3.00 PM** and will be opened in the same day i.e. **08.12.2025** at **4.00 PM** in presence of the committee and tenderers/their authorized representative in the office chamber of the Project Administrator, ITDA, Kaptipada, Udala.

The details of the terms and condition can be had from the office of the Project Administrator, ITDA, Kaptipada, Udala in person / District website www.mayurbhanj.nic.in.

Terms & conditions.

- The bidders shall submit the following documents with the quotation positively:-
 - Attested photocopy of up to date Registration Certificate of vehicle.
 - Attested photocopy of the PAN CARD/GST No. (should be in his own name).
- Hiring of vehicles must strictly adhere to the provisions of **Finance Department OM No. 15836, dt. 27.05.2025**.
- Initially, the vehicle will be engaged up to 31.03.2026 as per present MMJJM Scheme Guideline. The engagement of vehicle may extend for one year subject to continuation of the MMJJM Scheme afterwards.
- The rates inclusive of all taxes maximum up to Rs. 37,200/- per month including driver excluding POL Charges.
- The POL will be borne out of the Scheme Fund.
- The driver to be engaged for the vehicle should have valid driving license.

7. A sum of Rs. 5,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft in favour of the Project Administrator, ITDA, Kaptipada, Udala and submitted along with the tender as security deposit, after completion of tender process, the amount will be refunded to the unsuccessful bidders.
8. The vehicle will be kept in the ITDA, Kaptipada office at Udala during holiday for as and when requirement.
9. The sealed quotations shall be received from 28.11.2025 to 08.12.2025 up to 3.00 PM during office hours (Except holidays) through Registered Post / Speed Post / Courier / By hand) at the Office of the Project Administrator, Kaptipada, Udala. The rate should be clearly mentioned on the tender paper both in figure and word duly signed by the bidder concerned otherwise the tender is liable to be rejected.
10. The quotations will be opened on 08.12.2025 at 4.00 PM by the Committee at the office Chamber of the PA, ITDA, Kaptipada, Udala.
11. The Committee shall not be bound to accept the lowest rate, but the acceptance of the quotation shall be good condition of the vehicle. The finally accepted bidders shall strictly confirm to the approved rates.
12. The quotationers are requested to produce the vehicle on the date of opening of quotation i.e. 08.12.2025 at 4.00 PM in the office of the PA, ITDA, Kaptipada, Udala.
13. The Committee reserves the right to accept or reject any or all the quotations without assigning any reason thereof.


Project Administrator,
ITDA, Kaptipada, Udala

Memo No. 2436 / ITDA, Dated 27/11/25

Copy submitted to the Collector & District Magistrate, Mayurbhanj for favour of kind information.


Project Administrator,
ITDA, Kaptipada, Udala

Memo No. 2437 / ITDA, Dated 27/11/25

Copy to office Notice Board / All Sub-Collectors, Mayurbhanj District / All BDOs / All Tahasildars, Mayurbhanj District / Executive Officer, (Udala NAC / Karanjia NAC), Municipality, (Baripada / Rairangpur) for information & wide publication.

Copy to District Information Officer, NIC Baripada for information and necessary action.


Project Administrator,
ITDA, Kaptipada, Udala

Application & General Information for Hiring Vehicle

(Copy of relevant documents must be attached)

Sl. No.	Particulars	
1.	Name of the Service Provider	
2.	Complete Address	
3.	GST Number	
4.	Bank A/C No. & 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 Driver	
15.	D.L. No. & Validity of D.L. of the Driver	
16.	Proposed Hire Charge of the vehicle per month excluding fuel cost	
17.	Rate of fuel consumption / Mileage per Litre	
18.	Contact Number of the Service Provider	
19.	Contact Number of Driver	

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


Signature of the
Quotationer / Tenderer