



## OFFICE OF THE PANCHAYAT SAMITI, SULIAPADA

At/Po: Suliapada, Dist: Mayurbhanj, PIN-757022

E-mail: ori-suliapada@od.gov.in

Letter No. 4014 /RWS&S, Dt 18/12/25 //

To

The DeGM, Mayurbhanj  
Baripada

Sub: Publication of Tender Call Notice- reg.

Sir,

Kindly find the enclosed herewith the soft copies [in web file (8.html/8.html)], MS word [7.doc] in floppy/ CD-ROM and hard copies of the letter with the title Tender Call Notice for invitation of bid for the "**TENDER FOR HIRING OF VEHICLE FOR PANCHAYAT SAMITI: SULIAPADA**" to be published in Mayurbhanj District Website **from Dt. 20.12.2025** to be kept on the archive section of the website from date **20.12.2025** and to be deleted from the website from date **02.01.2026**.

This information may kindly be displayed in the Mayurbhanj District Website under the following section (tick the suggested section).

- District at Glance
- Departments
- Culture
- **Tenders**
- Right to Information
- Proceeding of the meeting
- Development Scheme
- Plan Proposals
- Citizen's Charters
- Requirements
- Any other Suitable Section

Enclosed: As one Hard Copy and CD

With regards,

  
18/12/25  
Block Development Officer,  
Suliapada

# OFFICE OF THE PANCHAYAT SAMITI: SULIAPADA

## TENDER CALL NOTICE

Advertise No.....08.....Dt.....18/12/2025/

Sealed tenders are invited from intending reputed Travel Agencies / Tour Operators or private individuals for providing one no of Petrol / Diesel driven which shall confirm to the terms and conditions (Annexure-A) **for repair and maintenance of Tubewell, Pipe water Supply and Solar Based Drinking water** under Panchayat Samiti: Suliapada on monthly rent basis for two years which may be extended if required. The terms and conditions (Annexure-A) and format for general information (Annexure-B) can be downloaded from the website <https://mayurbhanj.odisha.gov.in/>. Interested bidders fulfilling the eligibilities criteria may submit their tender (EMD & documents as per terms and conditions) from Dt. 20.12.2025 to Dt.02.01.2026. The envelope carrying the tender completed in all respect must be superscripted in capital letter "TENDER FOR HIRING OF VEHICLE FOR PANCHAYAT SAMITI: SULIAPADA" should reach the undersigned on or before Dt. 02.01.2026 by 5.00 P.M. Through regd. / speed post and it will be opened on Dt. 03.01.2026 on 11 A.M. in the office chamber of the undersigned in presence of their authorized representatives. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof. No Tender paper shall be accepted by hand.

SL. No.	Name of the Office	Required Vehicle	Maximum hire charges per month excluding Taxes	Minimum Average Mileage (in KM/Liters)
1	Panchayat Samiti: Suliapada	TATA ACE (DALA)/ PICK UP VAN EQUIVALENT	Rs. 33,500 /-	14

1. The Service Provider shall have a valid OGST registration to Participate in the tendering.
2. The vehicle must be road worthy condition, shall not more than 3 years old from the date of initial registration and must have valid Registration Certificate, Insurance certificate, Fitness certificate, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for plying 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.
5. A sum of Rs. 5,000/- shall be deposited by the intending bidders in shape of Account Payee / Bank Draft in favour of Block Development Officer, Suliapada 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 quoted separately in the general bid information (excluding fuel and lubricants).

7. 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 provided in the general bid information to be furnished with the Tender (Annexure-B)
8. The sealed Tender paper completed in all respect should reach the undersigned through registered / speed post till **5.00 PM of Dt. 02.01.2026**. The sealed envelope shall be superscripted as in capital letter "**TENDER FOR HIRING OF VEHICLE FOR PANCHAYAT SAMITI: SULIAPADA**" and the same shall be opened in presence of the bidders or their authorized representatives and Block Tender Committees on the day i.e. **Dt. 03.01.2026** at BDO, Chamber of Suliapada Block. If the quoted amount will be same between the tenderer, then preferences will be given to the newest vehicle.
9. The undersigned will not be held responsible for any delay in the postal service.
10. The Undersigned deserves all the rights to reject or cancel any or all Tender without assigning any reason thereof.
11. The application form of tender containing General Bid Information & Terms and condition for hiring of vehicle can be downloaded from website <https://mayurbhanj.odisha.gov.in/> from **Dt. 20.12.2025 to Dt.02.01.2026**. The applicant shall furnish a Demand Draft for an amount of **Rs. 1,000 /-** (Rupees One Thousand) only towards the cost of tender fee along with the application in favour of the **Block Development Officer, Suliapada**.

  
Block Development officer,  
Suliapada

TERMS AND CONDITION 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 on contract, shall have all necessary valid MV document such as valid Registration Certificate, Insurance Certificate, Fitness certificate, Pollution 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 litigations.
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 and lubricants as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box and differential coolant, Tires & 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 of the driver shall be borne by the owner.
5. In case of 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 duty for minimum of all 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 and reimbursements towards cost of diesel (as per actual) and lubricants (as per Govt. norms) 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 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 amount of security deposit.

  
Block Development Officer,  
Suliapada

**GENERAL INFORMATION FOR HIRING VEHICLES:-**

Sl No	Particulars	Information
1	Name of the Service Provider	
2	Complete Address	
3	OGST Number	
4	PAN 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	EMD Rs. 5,000/- ( Rupees Five Thousand) for Vehicle	
18	Tender paper Cost Rs. 1000/- ( Rupees One Thousand ) only	
19	Proposed hire charges of the vehicle per month excluding fuel cost	
20	Rate of fuel consumption / Mileage per Liter	
21	Contact Number of the service provider ( Tenderer / Quotationer)	
22	Contact number of Driver	

“Certified that the information submitted above is true to the best of my knowledge and belief”

Seal & Signature of  
Quotationer