

**INTEGRATED TRIBAL DEVELOPMENT AGENCY,
KAPTIPADA, UDALA.**

Email. - itdakpd@od.gov.in / Phone - 06795-232239 (Off.), 06795-232239 (Fax)

SHORT QUOTATION CALL NOTICE

No. 1020 / ITDA
IA-30/2026

Dated : 05/05/26

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	Scorpio (New Model)	01	10/Km	37,200/-

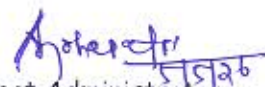
The bidder should submit their tender document in sealed cover through Registered post / Courier / Speed post / By hand. The last date of receipt of sealed quotation is on **15.05.2026** during office hours up to **11.00 AM** and will be opened in the same day i.e. **15.05.2026 at 12.30 PM** in presence 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.

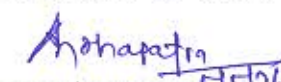
1. The bidders shall submit the following documents with the quotation positively:-
 - Attested photocopy of up to date Registration Certificate / Insurance Certificate / Fitness Certificate / Pollution Certificate & up-to-date tax payment certificate of the vehicle.
 - Attested photocopy of the PAN CARD/GST No. (should be in his own name).
 - The vehicle participating in the quotation shall not be more than two years old from the initial registration & also in good running condition during the period of contract.
2. Hiring of vehicles must strictly adhere to the provisions of Finance Department OM No. **15836, dt. 27.05.2025.**
3. The rates inclusive of all taxes maximum up to **Rs. 37,200/- per month** including driver excluding POL Charges. All the expenditure of the vehicle towards repair, replacement of spare parts, lubricating oil of engine, tire & tube, battery etc. will be borne by the bidder.
4. The driver to be engaged for the vehicle should have valid driving license.

5. The department / office hiring the vehicle shall not be responsible for any damage / loss caused due 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 what-so-ever. The hirer shall be responsible for all litigation.
6. A sum of Rs. 10,000/- Rupees (ten Thousand) 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.
7. The vehicle will be kept in the ITDA, Kaptipada office at Udala during holiday for as and when requirement.
8. The sealed quotations shall be received from 06.05.2026 to 15.05.2026 up to 11.00 AM 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.
9. The quotations will be opened on 15.05.2026 at 12.30 PM by the Committee at the office Chamber of the PA, ITDA, Kaptipada, Udala.
10. 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.
11. The vehicle engagement is subject to availability of funds and can be disengaged with a 30 days prior notice.
12. The approved bidder shall provide another good condition vehicle in case of any event of breakdown of the engaged vehicle.
13. The quotationers are requested to produce the vehicle on the date of opening of quotation i.e. 15.05.2026 at 12.30 PM in the office of the PA, ITDA, Kaptipada, Udala.
14. 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. 1021 / ITDA, Dated 05/05/26

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


Project Administrator,
ITDA, Kaptipada, Udala

Memo No. 1022 / ITDA, Dated 05/05/26

Copy to office Notice Board / Sub-Collectors, Kaptipada, Udala / BDO (Udala/ Kaptipada / Khunta / G.B. Nagar) / Tahasildar (Udala/ Kaptipada / Khunta / G.B. Nagar) / Executive Officer, Udala NAC for information & wide publication.

Atarajit
5/5/26

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