

# INTEGRATED TRIBAL DEVELOPMENT AGENCY: KARANJIA

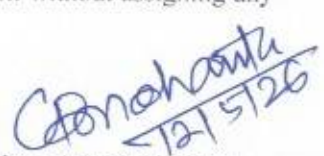
Email:-itdakja@nic.in

No 1031 ITDA (KJA) / Dated :- 12.5.2026

## QUOTATION/ TENDER CALL NOTICE

Sealed quotations/ Tenders are invited from interested reputed Travel Agencies/ Tour Operators/ Private Individuals for providing one number of Bolero Plain (Nco)/ TUB300 A.C./ Non A.C Petrol/ Diesel driven vehicles having sitting capacity not more than 07 including Driver which shall confirm to the terms & conditions (Annexure-A) for official and field use in the office of ITDA, Karanjia on monthly rent basis.

1. The service provider shall have a valid GST registration to participate in the tendering.
2. The service provider, participating in the bidding process must be under the jurisdiction of ITDA, Karanjia.
3. The vehicle must be in road worthy condition, shall not be more than (1) years old from the date of initial registration & must be have valid registration certificate, insurance certificate, fitness certificate, pollution certificate, valid Contract Carriage Permit, proof of up-to date tax payment etc. mandatory for plying of vehicle.
4. The Driver of the vehicle must have a valid driving license for driving light transport/ passenger vehicle should be sufficiently experienced in driving Transport/Passenger vehicle, and must reside in Karanjia & Baripada Town Area.
5. The Driver should be well behaved, gentle & obedient in nature.
6. A sum of Rs. 10,000/- shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Project Administrator, ITDA, Karanjia and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
7. The monthly rate of hire charge be quoted separately in the general BID information (excluding fuel & lubricants)
8. The Vehicle must achieve a fuel efficiency of 12Km per Ltr.
9. The details of the make and year of manufacture of the vehicle, registration No., mileage (Kms covered per ltr.) and name of the Driver, Driving License No. and period of validity should be specifically provided in the general BID information to be furnished with the Quotation/ Tender (Annexure-B).
10. The quotation completed in all respect should reach the undersigned through regd. Post/ Speed Post or by hand on or before 21/05/2026 by 12.30 P.M. and shall be opened on 21/05/2026 at 1.00 P.M. in presence of the bidders or their authorized representatives.
11. The application form of quotation/ tender containing General BID information & Terms and conditions for Hiring of vehicles etc. will be available in the office of PA, ITDA, Karanjia. The applicant shall furnish payment in shape of Demand Draft (D.D) of Rs.100/- (Rupees One Hundred) only towards the cost of application from 7.00A.M. to 1.00P.M. from 12.05.2026 to 21.05.2026.
12. Gem Registration Number is preferable.
13. The undersigned reserves the final right to accept or reject a quotation without assigning any reasons thereof.
14. Must have GST Number & Tour & Travel Registration
15. GST Pay should be up-to-dated i.e. up to 30/04/2026.

  
Project Administrator,  
ITDA, Karanjia

Memo No 1032 Dated 12.5.2026

Copy to Office Notice Board for publication & General information.

*CDonohanta*  
*12/5/26*  
Project Administrator,  
ITDA, Karanjia

Memo No 1033 Dated 12.5.2026

Copy forwarded to the DeGM, Collectorate with a request to get published the above tender notice immediately in the official website of NIC, Mayurbhanj.

*CDonohanta*  
*12/5/26*  
Project Administrator,  
ITDA, Karanjia

Memo No 1034 Dated 12.5.2026

Copy submitted to the Collector & District Magistrate, Mayurbhanj, Baripada/ Commissioner -cum- Secretary to Govt., ST & SC Development Department, Odisha, Bhubaneswar for favour of kind information.

*CDonohanta*  
*12/5/26*  
Project Administrator,  
ITDA, Karanjia

Memo No 1035 Dated 12.5.2026

Copy submitted to the Chief Development Officer-cum-E.O., Zilla Parishad, Mayurbhanj, Baripada for kind information.

*CDonohanta*  
*12/5/26*  
Project Administrator,  
ITDA, Karanjia

Memo No 1036 Dated 12.5.2026

Copy forwarded to the P.A. I.T.D.A., Baripada / Kaptipada (Udala) / Rairangpur / All B.D.Os of Panchpir Subdivision, Karanjia / S.E. RWD, Baripada / S.E., RWD, Karanjia / S.E. (R & B), Baripada / S.E. (R & B) Rairangpur / S.E. Deo Head Works Division, Karanjia / S.E. M.I. Division, Jashipur / S.E. RWS& S Baripada / E.E. RWS&S Rairangpur / Sub-Collector, Panchpir, Karanjia / E.O., N.A.C, Karanjia for information and necessary action with a request to display the Tender Call Notice in their office Notice Board.

*CDonohanta*  
*12/5/26*  
Project Administrator,  
ITDA, Karanjia

## ANNEXURE-A

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

1. The hired vehicles during the period of contract, shall have all necessary valid M.V. 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. The department / office hiring 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 in any manner whatsoever. The hirer shall not be responsible for all such litigation. Rather the owner of the vehicle shall be responsible for the above mention activities.
2. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately basis on actual consumption. 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 bidder.
3. 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. Repair & maintenance charges and the operating cost including taxes (except GST on hire charges) would be borne by the Service provider/owner.
4. In case of the break down for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder with written permission.
5. In case of the vehicle do not report regularly in time, the authority will be at liberty to cancel the agreement and may engage vehicle from other source. Every day he has to maintain the running status of the vehicle in log book.
6. The owner of the vehicle may be outside of Karanjia NAC Area. But the Driver must be within the NAC area of the Karanjia who seems to be custodian of the vehicle. The Driver must be ready to attend the exigencies as and when required. The log book must not be tampered, if detected shall liable the owner to withdraw the vehicle Suo motto. The Driver must not be addicted to narcotics.
7. The vehicles shall report for duty for full 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 charge and reimbursements towards cost of fuel (as per actual) of selected bidder, will be paid in every succeeding month, as far as possible within 15 (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 01 (one) year 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, in any respects 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, PA, ITDA, Karanjia shall forfeit the entire amount of security deposit.

*C. Donohantw*  
12/5/26

General Information

Sl. No.	Particulars	
1.	Name of the Service Provider	
2.	Complete Address	
3.	GST Number	
4.	GeM Registration Number is preferable	
5.	Bank Account No. & 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.	GeM Registration Number	
16.	GST Registration	
17.	Tour & Travel Registration	
18.	GST paid Copy up to 31/03/2026	
19.	Name/ Address of the Driver	
20.	D.L. No. & Validity of the D.L. of the Driver	
21.	Proposed hire charge of the vehicle per month excluding Fuel cost in Number as well as words	

*Chandhokar*  
12/5/26

22.	Rate of Fuel consumption / Mileage per liter in number as well as words	
23.	Contact Number of the Service Provider (Tenderer/ Quotationer)	
24.	Contact number of Driver	

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

*Chonakant*  
121 5126  
Seal & Signature of Quotationer /  
Tenderer